

**ALBERTA BEACH
REGULAR COUNCIL MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
OCTOBER 20, 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 September 15, 2026
 - b. Municipal Planning Commission Meeting held on October 6, 2026
6. DELEGATIONS
7. PUBLIC HEARINGS
8. MUNICIPAL PLANNING COMMISSION
9. OLD BUSINESS & CAO REPORT ACTION LIST
10. FINANCIAL REPORTS
 - a. Financial Report of September 30, 2026
 - b. Campground Financial Report of October 2, 2026
11. BYLAWS & POLICIES
12. COUNCIL, COMMITTEES & STAFF REPORTS
13. CORRESPONDENCE – INFORMATION ITEMS
 - a. Alberta Municipal Affairs – 2027 Fire Services Training Program Grant
 - b. Alberta Municipalities – Technical Webinar on Police Funding Model
 - c. Alberta Municipalities – Update on RCMP Collective Bargaining
 - d. Alberta Municipalities – Villages West Update: Funding, Public Safety & Municipal Advocacy
 - e. ATCO Energy Systems – Emera, ATCO & Canadian Utilities Merger Announcement
 - f. Fire Rescue International – ICS 200 Course
 - g. Summer Village of Sunset Point – ACP Grant Application - Regional Infrastructure & Asset Management
 - h. Summer Village of Sunset Point – Joint ICF
 - i. Yellowhead Regional Library – YRL Board of Trustees Oversight, Appointments & Meetings
 - j. Yellowhead Regional Library – YRL Letter to Members, YRL 2027 Draft Budget, Overview & Projections
14. CORRESPONDENCE – ACTION ITEMS
 - a. Alberta Municipalities – Natural Gas Aggregation
 - b. Alberta Municipalities – 2026 Natural Gas Aggregation Procurement Program – Contract for Review
 - c. Alberta Municipalities – 2027 Group Accident Renewal
 - d. Alberta Treasury & Finance – Estimated Borrowing Requirements
 - e. Heartland Training & Support Hub – Safety Smarts
 - f. S.V. of Val Quentin – 2026/27 ACP Grant Application - Regional Infrastructure & Asset Management
15. NEW BUSINESS
 - a. Christmas Light Up Contest
 - b. Grasmere School Christmas Donation
 - c. Christmas Office Hours
 - d. Council & Staff Christmas Lunch
 - e. Alberta Beach Lions Club – Christmas Hampers
 - f. Request for Decision – Campground Proposed 2027 Schedule of Fees
 - g. Access & Parking Lease Agreement – Portion of Lot 5, Block 5, Plan 3321BQ
16. QUESTION PERIOD
17. CONFIDENTIAL – CLOSED MEETING SESSION
 - a. Campground Manager Contract
 - b. Campground Cabin
 - c. Tax Forfeiture Properties
18. ADJOURNMENT

5.a

**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
SEPTEMBER 15, 2026 AT 7:00 P.M.**

PRESENT:

Mayor.....Tara Elwood
Deputy MayorDebbie Durocher
CouncillorKelly Muir
CouncillorDaryl Weber
CAOKathy Skwarchuk
Asst. CAOCathy McCartney (Zoom Administrator)
Development Officer.....Paul Hanlan

ABSENT:

CouncillorDecolynneJo Burns

CALL TO ORDER:

Mayor Elwood called the meeting to order at 7:00 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.

NATIONAL TRUTH AND RECONCILIATION DAY:

Mayor Elwood read a recognition statement as follows:

Alberta Beach respectfully acknowledges National Truth and Reconciliation Day being September 30, 2026. To recognize and honour the children who never returned home, and the survivors of residential schools, as well as their families and communities.

AGENDA ADDITIONS:

- 13.j Alberta Municipalities – Returning Officer Report – ABmunis Board of Directors 2026 Elections
- 13.k Alberta Municipalities – Villages West – Getting Ready for the 2026 ABmunis Convention
- 13.l Alberta Community Crime Prevention Association – ACCPA's First Only One-Day Forum
- 13.m Alberta Justice – Request for Written Input – Potential Amendments to Alberta's Trespass Legislation
- 13.n Police Review Commission – PRC Update July/August 2026
- 14.p Northwest of 16 Regional Tourism Association – Membership Renewal

ADOPTION OF AGENDA:

MOTION #139-26

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

CARRIED UNANIMOUSLY

ADOPTION OF PREVIOUS MINUTES:

REGULAR COUNCIL MEETING OF AUGUST 18, 2026:

MOTION #140-26

MOVED BY Councillor Weber that the minutes of the Regular Council meeting held on August 18, 2026 be adopted as presented.

CARRIED UNANIMOUSLY

MUNICIPAL PLANNING COMMISSION MEETING OF AUGUST 18, 2026:

MOTION #141-26

MOVED BY Deputy Mayor Durocher that the minutes of the Municipal Planning Commission meeting held on August 18, 2026 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS:

CATHERINE OBACZ – 46 STREET LACK OF DRAINAGE:

Catherine Obacz presented Council with an Infrastructure Proposal as well as a resident support letter signed by 12 residents regarding drainage along the north side of 46 Street. She requested that a drainage ditch or swale be installed along the north side of 46 Street. Two additional property owners from 46 Street were in attendance in support of the request, and an additional email was received from another expressing support.

The Development Officer reviewed the administrative engineering review from Bolson Engineering and confirmed that the existing swale on the north side of 46 Street ties into the culvert, which then connects to the drainage system on the south side of 46 Street. The Development Officer advised that, due to the new construction, additional landscaping work is required to ensure the swale is properly re-established, as well with the remediation of the new driveway with the installation of a culvert to ensure that drainage from properties to the east is not obstructed which should resolve the drainage. It was further noted that installation of a new drainage ditch would not be necessary, as the existing swale is functioning as intended. The Development Officer advised that many lots within Alberta Beach, including some properties along 46 Street, are situated lower than the roadway and existing drainage system. These properties may

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require additional fill and grading to ensure that surface drainage is directed toward the swale or other established drainage systems. The Development Officer also suggested that property owners consider installing "good neighbour" swales between properties, which should be graded to direct drainage toward the swale along 46 Street. Catherine Obacz thanked Council and the Development Officer for the information and for the opportunity to present her proposal. Mayor Elwood thanked Catherine Obacz and the property owners for attending the meeting;

PUBLIC HEARINGS: None.

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

ACCEPTANCE OF CAO REPORT ACTION LIST:

MOTION #142-26

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

CARRIED UNANIMOUSLY

FINANCIAL REPORTS:

ACCEPTANCE OF 3 YEAR OPERATING PLAN:

MOTION #143-26

MOVED BY Councillor Muir that the 3 Year Operating Plan be accepted as presented.

CARRIED UNANIMOUSLY

ACCEPTANCE OF 5 YEAR CAPITAL PLAN:

MOTION #144-26

MOVED BY Councillor Weber that the 5 Year Capital Plan be accepted as presented.

CARRIED UNANIMOUSLY

BYLAWS & POLICIES: None.

COUNCIL, COMMITTEES & STAFF REPORTS:

COUNCILLOR MUIR:

Councillor Muir reported on the following meetings:

Fire Services meeting with the Office of the Fire Commissioner held on August 31, 2026.

PCSS Trivillage Committee meeting with The Government of Alberta held on September 9, 2026.

Trivillage Regional Sewer Services Commission meeting held on September 9, 2026.

ABADASA Golf Tournament held on September 11, 2026.

COUNCILLOR WEBER:

Councillor Weber reported on the following meetings:

Lac Ste. Anne Foundation meeting held on August 26, 2026.

North Saskatchewan Watershed Alliance Information Sharing meeting held on September 9, 2026.

North Saskatchewan Watershed Alliance Wetlands Workshop held on September 10, 2026.

Intermunicipal Collaboration Framework meeting with Lac Ste. Anne County held on September 15, 2026.

DEPUTY MAYOR DUROCHER:

Deputy Mayor Durocher reported on the following meetings:

Alberta Beach & District Museum & Archives meeting held on August 19, 2026.

Lac Ste. Anne East End Bus Committee meeting held on September 8, 2026.

Lake Isle & Lac Ste. Anne Stewardship Society meeting held on July 28, 2026.

BEACHWAVE PARK – HALLOWEEN TRUNK-N-TREAT:

Beachwave Park Halloween Trunk-n-Treat Saturday, October 31, 2026 from 1:30 – 3:30 p.m.

MOTION #145-26

MOVED BY Councillor Muir that Council approves to supply chocolate bars and juice boxes for the Beachwave Park Halloween Trunk-n-Treat.

CARRIED UNANIMOUSLY

MAYOR ELWOOD:

Mayor Elwood reported on the following meetings:

Fire Services meeting with the Office of the Fire Commissioner held on August 31, 2026.

West Inter-lake District (WILD) Water Commission meeting held on August 31, 2026.

ABADASA Golf Tournament held on September 11, 2026.

Intermunicipal Collaboration Framework meeting with Lac Ste. Anne County held on September 15, 2026.

DEVELOPMENT PERMIT REPORT:

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

ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:

MOTION #146-26

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

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA JOBS, ECONOMY, TRADE & IMMIGRATION – NRED PROGRAM:

Correspondence was received from Alberta Jobs, Economy, Trade & Immigration regarding the Northern & Regional Economic Development (NRED) program which is accepting applications until November 19th.

ALBERTA MUNICIPAL AFFAIRS – PRELIMINARY 2027 EQUALIZED ASSESSMENT:

The preliminary 2027 equalized assessment was received from Alberta Municipal Affairs.

ALBERTA MUNICIPAL AFFAIRS – MEETING WITH MINISTER WILLIAMS:

Correspondence was received from Alberta Municipal Affairs to confirm Council's meeting with Minister Williams during the ABmunis Convention is scheduled for Thursday, September 24, 2026 at 2:35 pm.

ALBERTA MUNICIPALITIES – VILLAGES WEST UPDATE AUGUST 2026:

A Villages West update of August 2026 was received from Alberta Municipalities.

ALBERTA TRANSPORTATION & ECONOMIC CORRIDORS – MEETING WITH THE NORTH CENTRAL REGION:

Correspondence was received from Alberta Transportation & Economic Corridors to confirm Council's meeting, with the North Central Region during the ABmunis Convention is scheduled for Thursday, September 24, 2026 at 2:00 pm.

COMMUNITY FUTURES YELLOWHEAD EAST – CFYE & RIAMS UPDATES:

Correspondence was received from Community Futures Yellowhead East to provide CFYE updates and RIAMS social media shares.

COMMUNITY FUTURES YELLOWHEAD EAST – RIAMS REGIONAL UPDATE:

Correspondence was received from Community Futures Yellowhead East to provide a RIAMS Regional update including investment, trade & opportunities.

SUBSTANCE USE PREVENTION EDUCATION (SUPE) – FREE OVERDOSE FIRST AID GUIDE:

Correspondence was received from the Substance Use Prevention Education (SUPE) organization regarding their free resource overdose first aid guide.

TOURISM INDUSTRY ASSOCIATION OF ALBERTA – ECONOMIC BUDGET FORUM, DINNER & GRIT AWARDS:

Correspondence was received from the Tourism Industry Association of Alberta regarding their Economic Budget Forum, Dinner & GRIT Awards being held on November 16, 2026 at the Edmonton Convention Centre.

ALBERTA MUNICIPALITIES – ABMUNIS BOARD OF DIRECTORS 2026 ELECTIONS:

Correspondence was received from Alberta Municipalities which included the Returning Officer's Report for the ABmunis Board of Directors 2026 elections.

ALBERTA MUNICIPALITIES – VILLAGES WEST – 2026 ABMUNIS CONVENTION:

Correspondence was received from Alberta Municipalities Villages West regarding getting ready for the 2026 ABmunis Convention.

ALBERTA COMMUNITY CRIME PREVENTION ASSOCIATION – ACCPA'S ONE-DAY FORUM:

Correspondence was received from the Alberta Community Crime Prevention Association regarding ACCPA's first only One-Day Forum being held on October 28, 2026 in Peace River.

ALBERTA JUSTICE – POTENTIAL AMENDMENTS TO ALBERTA'S TRESPASS LEGISLATION:

Correspondence was received from Alberta Justice to request written input regarding potential amendments to Alberta's Trespass legislation.

POLICE REVIEW COMMISSION – PRC UPDATE JULY/AUGUST 2026:

The Police Review Commission forwarded for information a PRC update for July/August 2026.

ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:

MOTION #147-26

MOVED BY Deputy Mayor Durocher that the correspondence information items be accepted for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE – ACTION ITEMS:

4

**MINUTES OF THE REGULAR MEETING OF COUNCIL
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ALBERTA BEACH & DISTRICT MUSEUM – NATIONAL DAY FOR TRUTH & RECONCILIATION INVITATION:

MOTION #148-26

MOVED BY Councillor Muir that Council approves Mayor Elwood to attend the Alberta Beach & District Museum & Archives Society's National Day for Truth & Reconciliation event being held at the Alberta Beach Heritage Village on September 30, 2026.

CARRIED UNANIMOUSLY

ATCO ENERGY SYSTEMS – NATURAL GAS FRANCHISE FEE ESTIMATE FOR 2027:

MOTION #149-26

MOVED BY Councillor Weber that Council approves that the ATCO Gas & Pipelines Ltd. Natural Gas Distribution Franchise Fees for 2027 remain at 8%.

CARRIED UNANIMOUSLY

CATHERINE OBACZ – 46 STREET LACK OF DRAINAGE (SEE DELEGATIONS ABOVE):

MOTION #150-26

MOVED BY Deputy Mayor Durocher that the correspondence from Catherine Obacz requesting that a drainage ditch or swale be installed along the north side of 46 Street be accepted for information.

CARRIED UNANIMOUSLY

CONNECT MOBILITY – FIBER INTERNET UPDATE & REQUEST FOR LETTER OF SUPPORT:

MOTION #151-26

MOVED BY Councillor Muir that Council approves that a letter of support be provided to Connect Mobility for their application to the RTRI program for their Fiber Internet project.

CARRIED UNANIMOUSLY

DARWELL FIRE FIGHTERS ASSOCIATION – 5TH ANNUAL FIREMAN'S BALL DONATION:

MOTION #152-26

MOVED BY Councillor Weber that Council approves a donation of promotional products for the Darwell Fire Fighter's Association 5th Annual Fireman's Ball Silent Auction.

CARRIED UNANIMOUSLY

HOKANSON FAMILY FARMS – FARM-TO-TABLE DINNER EVENTS & AGLC TOURISM LIQUOR LICENCE:

Darren Hokanson of Hokanson Family Farms attended the meeting in support of their letter requesting Council approval of an AGLC Tourism Liquor Licence, as they would like to hold regular Farm-To-Table Dinner events with the sale of alcohol.

The Development Officer confirmed that this is not something that Council can approve as the lands are districted Urban Reserve, and does not permit the sale of alcohol. The Land Use Bylaw outlines the permitted and discretionary uses of the Urban Reserve, which is generally intended as a transition district for those areas that are rural in character and when development is proposed the lands require re-districting to the appropriate land use district. The Development Officer confirmed that the Land Use Bylaw restricts the sale of alcohol to the Commercial district. The Development Officer explained that he has been working with the Hokanson Family Farms for the past year on their development proposal and that he has suggested numerous times that the path forward is to submit an application to re-district the lands. Their current development permit approval (Phase One) is specifically approved for the operation of a campground (seven seasonal "Army Style" tents) with eleven accessory uses to which are restricted solely for the use and enjoyment of the campground guests and the approval does not allow for the sale or serving of alcoholic beverages anywhere on the lands. Further what the Hokanson Family Farms is now proposing requires the land owner to submit an application to re-district the lands or a portion of the lands, and then would require the submission of a development permit application in order to approve the proposed use.

The Development Officer expressed concerns that the Hokanson Family Farms may be carrying on activities which are more than what the permit allows, he suggested that the Hokanson Family Farms review the seventeen conditions of their current development permit approval, as any use by others not staying in one of the seven approved tents is grounds to revoke the Development Permit or issue a Stop Order. The Development Officer then left the meeting.

Council acknowledged that the Hokanson Family Farms has done a lot of work, has some great ideas and believes it can be a great addition to Alberta Beach, however they agree that the path forward for the Hokanson Family Farms is to submit an application to re-district the lands to commercial, or re-district a portion of the lands to commercial in order to allow for their development proposal.

MOTION #153-26

MOVED BY Deputy Mayor Durocher that the request from the Hokanson Family Farms for Council to approve their application for a AGLC Tourism Liquor License for their proposed Farm-to-Table Dinner Events be denied and further they be advised that the proposal to host regular Farm-To-Table dinner events with the sale of alcohol requires the submission of an application to re-district the lands, and then requires the submission of a development permit application.

CARRIED UNANIMOUSLY

LAC STE. ANNE COUNTY – SUBDIVISION APPLICATION REFERRAL #026SUB2026 (54431 STE. ANNE TRAIL):

MOTION #154-26

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MOVED BY Councillor Weber that the Lac Ste. Anne County Referral on Subdivision Application #026SUB2026 on NW16-26-54-3-5 (54431 Ste. Anne Trail) be accepted for information.

CARRIED UNANIMOUSLY

LAKE ISLE & LAC STE. ANNE STEWARDSHIP SOCIETY – LILSA SUPPORT FOR 2026:

MOTION #155-26

MOVED BY Deputy Mayor Durocher that the letter from Lake Isle & Lac Ste. Anne Stewardship Society be accepted for information and further Council approves the request for financial support.

CARRIED UNANIMOUSLY

NATIONAL POLICE FEDERATION – CALL TO ACTION - STRENGTHENING PUBLIC SAFETY IN ALBERTA - FOLLOW-UP:

MOTION #156-26

MOVED BY Councillor Muir that the correspondence from the National Police Federation regarding their Call to Action to the Government of Alberta regarding strengthening public safety in Alberta be accepted for information.

CARRIED UNANIMOUSLY

ODELL BROKENHEIM – ALBERTA BEACH TRAFFIC & BYLAW ENFORCEMENT CONCERNS:

MOTION #157-26

MOVED BY Councillor Weber that the correspondence from Odell Brokenheim regarding Alberta Beach traffic & bylaw enforcement concerns be accepted for information and further that administration thank her for her email and advise her of the following; there has been a six month delay from the Government of Alberta in processing CPO appointments which contributes to some of her concerns; that the patrol hours do in fact include weekend and evening hours; and that Council will forward her concerns to our patrol department for their review and attention.

CARRIED UNANIMOUSLY

WILD WATER COMMISSION – 2027 BUDGET MEMBER ENGAGEMENT:

MOTION #158-26

MOVED BY Deputy Mayor Durocher that the correspondence from WILD Water Commission regarding member engagement on the Preliminary Draft 2027 Budget be accepted for further review and comment.

CARRIED UNANIMOUSLY

WILD WATER COMMISSION – PHASE 5(A) CAPITAL COSTS AND PAYMENT OPTIONS:

MOTION #159-26

MOVED BY Councillor Muir that the correspondence from WILD Water Commission regarding Phase 5(A) capital costs and payment options be accepted for further review.

CARRIED UNANIMOUSLY

DAN TRAVISS – REQUEST REMOVAL OF LATE PAYMENT TAX PENALTY (TAX ROLL #317):

MOTION #160-26

MOVED BY Deputy Mayor Durocher that the request from Dan Traviss for removal of the property tax late payment penalty on Tax Roll #317 be denied in fairness to all property owners who also received a penalty.

CARRIED UNANIMOUSLY

NEIL NAYYAR – REQUEST REMOVL OF LATE PAYMENT TAX PENALTY (TAX ROLL #83 & #83TC):

MOTION #161-26

MOVED BY Councillor Weber that the request from Neil Nayyar for removal of the property tax late payment penalty on Tax Roll #83 and #83TC be denied in fairness to all property owners who also received a penalty.

CARRIED UNANIMOUSLY

TIFFANY MCDONALD – REQUEST REMOVAL OF LATE PAYMENT TAX PENALTY (TAX ROLL #824):

MOTION #162-26

MOVED BY Councillor Muir that the request from Tiffany McDonald for removal of the property tax late payment penalty on Tax Roll #824 be denied in fairness to all property owners who also received a penalty.

CARRIED UNANIMOUSLY

NORTHWEST OF 16 REGIONAL TOURISM ASSOCIATION – MEMBERSHIP RENEWAL:

MOTION #163-26

MOVED BY Councillor Muir that Council approves the membership renewal for the Northwest of 16 Regional Tourism Association.

CARRIED UNANIMOUSLY

NEW BUSINESS:

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

MOTION #164-26

MOVED BY Deputy Mayor Durocher that Council approves Mayor Elwood's response letter to Honourable Joseph Schow, Minister of Jobs, Economy and Trade regarding support for ongoing advocacy efforts for PTSD coverage for CPO's to request the Government of Alberta reconsider this matter and undertake a review of the eligibility criteria for presumptive PTSD coverage under the Workers Compensation Act.

CARRIED UNANIMOUSLY

QUESTION PERIOD:

A brief discussion was held on the following topic: the TRVSSC fence at the lagoon.

CONFIDENTIAL – CLOSED MEETING SESSION:

MOTION TO MOVE TO CLOSED MEETING:

MOTION #165-26

MOVED BY Deputy Mayor Durocher that as per Section 197(2) of the MGA and Division 2, Section 19, 20, and 30 of the Access to Information Act the meeting be closed to the public at 9:10 p.m. to discuss agenda item #17.a Councillor Burns – Request for Leave of Absence & the Tax Forfeiture properties.

CARRIED UNANIMOUSLY

Present for the closed meeting session:

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

MOTION TO RE-OPEN MEETING TO THE PUBLIC:

MOTION #166-26

MOVED BY Deputy Mayor Durocher that Council move to come out of closed meeting at 9:45 P.M.

CARRIED UNANIMOUSLY

COUNCILLOR BURNS – REQUEST FOR LEAVE OF ABSENCE:

MOTION #167-26

MOVED BY Councillor Weber that Council approves the request from Councillor Burns for a leave of absence from September 2, 2026 to January 2, 2027 due to health reasons; and further that the Council accepts Councillor Burns decision to waive her Council honourarium during the absence.

CARRIED UNANIMOUSLY

INTERIM COMMITTEE APPOINTMENTS:

MOTION #168-26

MOVED BY Councillor Muir that Council approves the following interim committee appointments due to Councillor Burn's absence;

Alberta Beach Campground Advisory Committee – Councillor Weber

Alberta Beach Public Works Advisory Committee – Councillor Weber

Community Futures Yellowhead East – Deputy Mayor Durocher

Ste. Anne Summer Villages Regional Emergency Mgmt Partnership – Mayor Elwood

Water Distribution Feasibility Study Steering Committee – Mayor Elwood

CARRIED UNANIMOUSLY

TAX FORFEITURE PROPERTIES:

MOTION #169-26

MOVED BY Deputy Mayor Durocher that Council approves to advertise the sale of the tax forfeiture properties through a local real estate agent.

CARRIED UNANIMOUSLY

ADJOURNMENT:

The meeting adjourned at 10:05 P.M.

Mayor – Tara Elwood

C.A.O. – Kathy Skwarchuk

5.1

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
FOR ALBERTA BEACH
HELD IN ALBERTA BEACH COUNCIL CHAMBERS
AND HELD ELECTRONICALLY VIA ZOOM
OCTOBER 6, 2026 AT 5:30 P.M.**

PRESENT:

Mayor Tara Elwood
Deputy Mayor Debbie Durocher
Councillor Kelly Muir
Councillor Daryl Weber
C.A.O. Kathy Skwarchuk
Asst. CAO Cathy McCartney (Zoom Administrator)
Development Officer.....Paul Hanlan

ABSENT:

Councillor DecolynneJo Burns (approved Leave of Absence)

CALL TO ORDER:

Mayor Elwood called the meeting to order at 5:31 P.M.

AGENDA ADDITIONS: None.

AGENDA ADOPTION:

MOTION #MPC007-26

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

CARRIED UNANIMOUSLY

NEW BUSINESS:

DECISION MEMO – MAJOR VARIANCE REQUEST:

Development Permit: #26DP16-02

Address: 5231 – 50th Avenue (Lot 8, Block 2, Plan 3321BQ)

Major Variance request for the reduction in the required eastern side yard setback of 1.2 metres (3.9 feet) to 0.6 metres (1.97 feet). A fifty percent (50%) major variance request to Section 4.10.1(d) of Land Use Bylaw 252-17 to allow construction of a proposed Accessory Structure (detached Garage).

The Development Officer reviewed his report, Decision Memo dated October 6th, 2026. He advised that as per Section 4.10.1(d) (Garages and Accessory Buildings) of the Land Use Bylaw 252-17 states “an accessory building shall be situated so that the exterior wall is at least 1.2 metres (3.90 feet) from the side boundaries and 1.0 metre (3.28 feet) from the rear boundary of the parcel” Section 2(c) of the land use bylaw states the Development Officer may approve a variance of up to 20% and as the application exceeds the variance provisions granted to the Development Officer, the application shall be referred to the Municipal Planning Commission.

Further the Development Officer advised that the proposed development requires the approval of the Municipal Planning Commission as the development requires a major variance for a reduction in the required eastern side yard setback of 1.2 metres (3.9 feet) to 0.6 metres (1.97 feet), a fifty percent (50%) major variance request to Section 4.10.1(d) of Land Use Bylaw 252-17 to allow construction of the proposed Accessory Structure (detached Garage). He has recommended that the Municipal Planning Commission pass a motion to approve the major variance as outlined in his report.

MOTION #MPC008-26

MOVED BY Councillor Weber that the request for a major variance to Sec. 4.10.1(d) of Land Use Bylaw 251-17 to the eastern side yard setback to allow for the construction of an Accessory Structure (detached Garage) for Development Permit Application #26DP16-02 at 5231 – 50th Avenue (Lot 8, Block 2, Plan 3321BQ) be approved as proposed, subject to the conditions as outlined in the Development Officer’s Report, Decision Memo dated October 6th, 2026 and as follows: a reduction in the required eastern yard setback of 1.2 metres (3.9 feet) to 0.6 metres (1.97 feet).

CARRIED UNANIMOUSLY

ADJOURNMENT:

The Municipal Planning Commission meeting adjourned at 5:43 P.M.

Mayor – Tara Elwood

C.A.O. – Kathy Skwarchuk

CAO REPORT – ACTION LIST**SEPTEMBER 2026****COUNCIL:**

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

ADMINISTRATION:**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.

Aug.18/26 Follow-up email was sent to Barrhead County, their CAO has requested a telephone meeting for further discussion, & we are awaiting the call.

Sept.15/26 Meeting with held, Barrhead County CAO requested copies of fire agreement & LSAC Mutual Aid Agreement which has been sent.

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.

Aug.18/26 Follow-up email was sent to the Minister on June 19/26.

ALBERTA MUNICIPAL AFFAIRS – MEETING REQUEST WITH MINISTER:

Aug.18/26 Correspondence was received from Alberta Municipal Affairs to advise on the opportunity for municipal councils to meet with the Minister, Honourable Dan Williams at the 2026 Alberta Municipalities Fall Convention being held at the Edmonton Convention Centre from September 23-25, 2026. Also attached was the completed request for meeting submitted with the following topics: Emergency response along Provincial Highways – Fire & EMS; and Provincial grants for municipal water distribution systems.

Sept.15/26 Meeting with the Minister is confirmed for Thursday, Sept. 24/26 at 2:35pm at ABmunis Convention,

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.

Sept.15/26 Follow-up email was sent to ATCO on Sept.15/26.

PRIVACY MANAGEMENT PLAN:

June 16/26 MOVED BY Councillor Burns that the Privacy Management Plan be approved.

TOWN OF ONOWAY – DISCONTINUATION OF ADMIN SERVICES FOR TRIVILLAGE FCSS PROGRAM:

June 16/26 MOVED BY Deputy Mayor Durocher that the Town of Oneway letter giving notice on the discontinuation of administration services for the Trivillage FCSS Program effective January 1, 2027 be accepted for information and further that administration request a quote for administration services for the FCSS program from Wild Willow Enterprises and Lac Ste. Anne County.

Aug.18/26 Request for quotes was sent.

Sept.15/26 Quote has been rec'd from Wild Willow Enterprises and will be forwarded to the FCSS Trivillage Committee members, still waiting on quote from LSAC.

NORTHERN GATEWAY PUBLIC SCHOOLS – DRAFT JOINT USE AND PLANNING AGREEMENT:

June 16/26 MOVED BY Councillor Weber that the draft Joint Use and Planning Agreement (JUPA) from Northern Gateway Public Schools be accepted for further review.

LETTER TO LAC STE. ANNE COUNTY REQUESTING UPDATE ON REQUEST TO RE-INSTATE AUTOMATIC DUAL DISPATCH CALLOUT FOR MEDICAL FIRST RESPONSE FOR HIGH-AQUITY HIGHWAY INCIDENTS:

June 16/26 MOVED BY Deputy Mayor Durocher that Mayor Elwood send a letter to Lac St. Anne County to request an update on Alberta Beach's request for re-instatement of the automatic dual dispatch callout for Medical First Response to high acuity highway incidents, further that the letters from Fire Chief David Ives as well as the response letter from Honourable Matt Jones, Minister of Hospital and Surgical Health Services be attached and that the correspondence be copied to the Minister of Hospital and Surgical Health Services, the Minister of Public Safety & Emergency Services, the Minister of Transportation & Economic Corridors, the Minister of Municipal Affairs, the MLA, the Premier, Parkland County Dispatch, Fire Rescue International and the Summer Villages of Castle Island, Nakamun Park, Silver Sands, South View, and Val Quentin.

Aug.18/26 A letter was received from Lac Ste. Anne County in response to Alberta Beach's request for re-instatement of the automatic dual dispatch callout for Medical First Response to high acuity highway incidents to advise that Lac Ste. Anne County Council has considered the proposed dual dispatch approach; remains committed to supporting efficient and effective emergency services for residents and travelers within our region; is confident that the current mutual aid model continues to meet the needs of our communities and supports the timely delivery of emergency services throughout the region; and does not support the implementation of dual dispatch or automatic aid.

MOVED BY Councillor Muir that a letter of response be sent to Lac Ste Anne County regarding their denial for re-instatement of the automatic dual dispatch callout for Medical First Response to the high acuity highway incidents and further that the letter be referred to the ICF Committee for further discussions and review with Lac Ste. Anne County.

ALBERTA HOSPITAL & SURGICAL HEALTH SERVICES – FOLLOW-UP LETTER TO DAVE IVES REGARDING DISPATCH OF MFR:

Aug.18/26 Dave Ives, Fire Chief of Fire Rescue International forwarded a copy of a follow-up letter he received from Honourable Adriana LaGrange, Minister of Alberta Hospital & Surgical Health Services regarding the dispatch of medical first response (MFR) advising that the Government of Alberta recognizes that MFR resources are critical in assisting emergency health services, however the agencies choose which local MFR agencies respond to incidents and which EHS events they attend, further that MFR resources are largely provided by the fire departments and remain under municipal jurisdiction.

MOVED BY Mayor Elwood that a letter be sent to Honourable Adriana LaGrange, Minister of Alberta Hospital & Surgical Health Services in response to her follow-up letter to Dave Ives regarding the dispatch of medical first response (MFR).

SALE OF LAND – TAX FORFEITURE PROPERTIES:

Roll #	Lot	Block	Plan	Municipal Address	C. of Title	2026 Assessment
#235	1	19	6269CG	5219 – 48A Avenue	042289457	\$54,230.00
#380	3A	11	7720268	5012 – 56 Street	252064114	\$116,090.00 (revised)
#617	3A	15	6476MC	4828 – 53 Street	972134540	\$62,540.00
#127	6	11	3321BQ	4808 – 51 Street	162242396	\$81,910.00
#829	2	7	7821242	4811 – 59 Street	112316338	\$70,250.00

Aug.18/26 MOVED BY Councillor Weber that Council approves to proceed in advertising the list of tax forfeiture properties for sale on our website and social media and further that any offers received be subject to approval of Council.

Sept.15/26 MOVED BY Deputy Mayor Durocher that Council approves to advertise the sale of the tax forfeiture properties through a local real estate agent.

ACCEPTANCE OF 3 YEAR OPERATING PLAN:

Sept.15/26 MOVED BY Councillor Muir that the 3 Year Operating Plan be accepted as presented.

ACCEPTANCE OF 5 YEAR CAPITAL PLAN:

Sept.15/26 MOVED BY Councillor Weber that the 5 Year Capital Plan be accepted as presented.

BEACHWAVE PARK – HALLOWEEN TRUNK-N-TREAT:

Sept.15/26 Beachwave Park Halloween Trunk-n-Treat Saturday, October 31, 2026 from 1:30 – 3:30 p.m.

MOVED BY Councillor Muir that Council approves to supply chocolate bars and juice boxes for the Beachwave Park HalloweenTrunk-n-Treat.

ATCO ENERGY SYSTEMS – NATURAL GAS FRANCHISE FEE ESTIMATE FOR 2027:

Sept.15/26 MOVED BY Councillor Weber that Council approves that the ATCO Gas & Pipelines Ltd. Natural Gas Distribution Franchise Fees for 2027 remain at 8%.

CAO REPORT – ACTION LIST

SEPTEMBER 2026

CATHERINE OBACZ – 46 STREET LACK OF DRAINAGE:

Sept.15/26 MOVED BY Deputy Mayor Durocher that the correspondence from Catherine Obacz requesting that a drainage ditch or swale be installed along the north side of 46 Street be accepted for information.

CONNECT MOBILITY – FIBER INTERNET UPDATE & REQUEST FOR LETTER OF SUPPORT:

Sept.15/26 MOVED BY Councillor Muir that Council approves that a letter of support be provided to Connect Mobility for their application to the RTRI program for their Fiber Internet project.

DARWELL FIRE FIGHTERS ASSOCIATION – 5TH ANNUAL FIREMAN'S BALL DONATION:

Sept.15/26 MOVED BY Councillor Weber that Council approves a donation of promotional products for the Darwell Fire Fighter's Association 5th Annual Fireman's Ball Silent Auction.

HOKANSON FAMILY FARMS – FARM-TO-TABLE DINNER EVENTS & AGLC TOURISM LIQUOR LICENCE:

Sept.15/26 MOVED BY Deputy Mayor Durocher that the request from the Hokanson Family Farms for Council to approve their application for a AGLC Tourism Liquor License for their proposed Farm-to-Table Dinner Events be denied and further they be advised that the proposal to host regular Farm-To-Table dinner events with the sale of alcohol requires the submission of an application to re-district the lands, and then requires the submission of a development permit application.

LAC STE. ANNE COUNTY – SUBDIVISION APPLICATION REFERRAL #026SUB2026 (54431 STE. ANNE TRAIL):

Sept.15/26 MOVED BY Councillor Weber that the Lac Ste. Anne County Referral on Subdivision Application #026SUB2026 on NW16-26-54-3-5 (54431 Ste. Anne Trail) be accepted for information.

LAKE ISLE & LAC STE. ANNE STEWARDSHIP SOCIETY – LILSA SUPPORT FOR 2026:

Sept.15/26 MOVED BY Deputy Mayor Durocher that the letter from Lake Isle & Lac Ste. Anne Stewardship Society be accepted for information and further Council approves the request for financial support.

NATIONAL POLICE FEDERATION – CALL TO ACTION - STRENGTHENING PUBLIC SAFETY IN ALBERTA:

Sept.15/26 MOVED BY Councillor Muir that the correspondence from the National Police Federation regarding their Call to Action to the Government of Alberta regarding strengthening public safety in Alberta be accepted for information.

ODELL BROKENHEIM – ALBERTA BEACH TRAFFIC & BYLAW ENFORCEMENT CONCERNS:

Sept.15/26 MOVED BY Councillor Weber that the correspondence from Odell Brokenheim regarding Alberta Beach traffic & bylaw enforcement concerns be accepted for information and further that administration thank her for her email and advise her of the following; there has been a six month delay from the Government of Alberta in processing CPO appointments which contributes to some of her concerns; that the patrol hours do in fact include weekend and evening hours; and that Council will forward her concerns to our patrol department for their review and attention.

WILD WATER COMMISSION – 2027 BUDGET MEMBER ENGAGEMENT:

Sept.15/26 MOVED BY Deputy Mayor Durocher that the correspondence from WILD Water Commission regarding member engagement on the Preliminary Draft 2027 Budget be accepted for further review and comment.

WILD WATER COMMISSION – PHASE 5(A) CAPITAL COSTS AND PAYMENT OPTIONS:

Sept.15/26 MOVED BY Councillor Muir that the correspondence from WILD Water Commission regarding Phase 5(A) capital costs and payment options be accepted for further review.

DAN TRAVISS – REQUEST REMOVAL OF LATE PAYMENT TAX PENALTY (TAX ROLL #317):

Sept.15/26 MOVED BY Deputy Mayor Durocher that the request from Dan Traviss for removal of the property tax late payment penalty on Tax Roll #317 be denied in fairness to all property owners who also received a penalty.

NEIL NAYYAR – REQUEST REMOVL OF LATE PAYMENT TAX PENALTY (TAX ROLL #83 & #83TC):

Sept.15/26 MOVED BY Councillor Weber that the request from Neil Nayyar for removal of the property tax late payment penalty on Tax Roll #83 and #83TC be denied in fairness to all property owners who also received a penalty.

TIFFANY MCDONALD – REQUEST REMOVAL OF LATE PAYMENT TAX PENALTY (TAX ROLL #824):

Sept.15/26 MOVED BY Councillor Muir that the request from Tiffany McDonald for removal of the property tax late payment penalty on Tax Roll #824 be denied in fairness to all property owners who also received a penalty.

NORTHWEST OF 16 REGIONAL TOURISM ASSOCIATION – MEMBERSHIP RENEWAL:

CAO REPORT – ACTION LIST

SEPTEMBER 2026

Sept.15/26 MOVED BY Councillor Muir that Council approves the membership renewal for the Northwest of 16 Regional Tourism Association.

RESPONSE LETTER TO MINISTER JOSEPH SCHOW TO SUPPORT ONGOING ADVOCACY EFFORTS FOR PTSD COVERAGE FOR CPO'S:

Sept.15/26 MOVED BY Deputy Mayor Durocher that Council approves Mayor Elwood's response letter to Honourable Joseph Schow, Minister of Jobs, Economy and Trade regarding support for ongoing advocacy efforts for PTSD coverage for CPO's to request the Government of Alberta reconsider this matter and undertake a review of the eligibility criteria for presumptive PTSD coverage under the Workers Compensation Act.

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.

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.

Aug.18/26 Public Works met with the Engineer to review the drainage, public works may extend the ditch in the front as well as the work in the alley (fall).

Sept.15/26 Recent survey was completed.

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.

Aug.18/26 Project to be completed in conjunction with the 47A Avenue ditching project (fall).

Financial Report

September 30, 2026

BALANCE SHEET	Beg:000000000	End:30Sep2026	Type: A	C/U	Name
ASSETS					
CASH ON HAND:					
CASH REGISTER FLOAT	100.00		1		A111
CASH ON HAND - PETTY CASH	100.00		1		A112
BANK	713,276.39		1		A121
INVESTED CASH - TERM DEPOSIT	0.00		1		A122
BANK - MUSH SAVINGS #25	1,467,629.61		1		A125
BANK CUSTOM PLAN #26 (1.3)	0.00		1		A126
TOTAL CASH		2,181,106.00	2		TOTC
ACCOUNTS RECEIVABLE:					
TAXES & GRANTS-IN-LIEU REC	622,963.90		1		A210
RECEIVABLE FROM OTHER GOVTS:					
GST COLLECTED\PAID OUT-A230	36,153.16		1		A230
ITC	2,360.37		1		A231
GST SHARED SERVICES - A232	0.00		1		A232
CONDITIONAL PROV GRANTS	0.00		1		A248
RECEIVABLE OTHER LOCAL GOVT:	0.00		1		A250
ADMIN ACCOUNTS RECEIVABLE	35,321.34		1		A270
ADMIN RECEIVABLE - AFDA	0.00		1		A275
TRADE ACCOUNTS RECEIVABLE	0.00		1		A271
ALL OTHER RECEIVABLES	391,273.00		1		A290
TOTAL ACCOUNTS RECEIVABLE		1,088,071.77	2		TAR
PREPAID EXPENSES	49,993.70		1		A412
REQUISITION UNDER\OVER LEVY	0.00		1		A413
SUPPLIES INVENTORY	13,174.46		1		A164
TAX SALE SURPLUS (BANK ACCT.)	0.00		1		A474
LAND HELD FOR RESALE	0.00		1		A570
FIXED ASSETS:					
ENGINEERING STRUCTURES	7,732,370.22		1		A610
ACCUM.AMORTIZATION-ENG.STRUC	4,469,814.25		1		A615
BUILDINGS	3,247,708.64		1		A620
ACCUM.AMORTIZATION-BUILDINGS	1,177,208.12		1		A625
MACHINERY & EQUIPMENT	1,062,748.98		1		A630
ACCUM.AMORTIZATION-MACH&EQ	740,399.85		1		A635
LAND	1,444,990.57		1		A640
ACCUM.AMORTIZATION-LAND	0.00		1		A645
VEHICLES	71,850.00		1		A650
ACCUM.AMORTIZATION-VEHICLES	17,632.50		1		A655
LAND IMPROVEMENTS	684,574.81		1		A660
ACCUM.AMORTIZATION-LAND IMPR	572,276.93		1		A665
TOTAL FIXED ASSETS		7,266,911.57	2		TFA
TOTAL ASSETS		10,599,257.50	3		TA
SHORT TERM LOANS	0.00		1		L121
ACCOUNTS PAYABLE					
FEDERAL - G.S.I.	0.00		1		L230
Description	Beg:000000000	End:30Sep2026	Type: A	C/U	Name

BALANCE SHEET	Req:000000000	End:30Sep2026	Type: A	C:U	Name
FEDERAL - REC GEN	8,584.00		1		L231
PAYROLL - ACCRUED HOLIDAY PA	4,040.23		1		L235
PAYROLL - AMESBWITH	122.95		1		AMESBWITH
PAYROLL - R.R.S.P.	0.00		1		RRSPACC
PAYROLL - UNION	0.00		1		UNION
PAYROLL - EMPL RECEIVABLES	0.00		1		EMPLREC
PAYROLL - AHC PREMIUM	0.00		1		AHCWITH
PAYROLL - CANADA SAV BOND	0.00		1		CANSAV
PAYROLL - ADVANCES	0.00		1		ADV
PAYABLE TO OTHER LOC GOVT	2,187.00		1		L270
TRADE ACCOUNTS PAYABLE	48,183.86		1		L270TP
KIDS IN ACTION	0.00		1		KIDSIA
BIKES FOR KIDS	0.00		1		B4KIDS
VILLAGE MAP\BROCHURE	0.00		1		MAPAP
COMMUNITIES IN BLOOM	0.00		1		CIBLOOM
ALL OTHER PAYABLES	7,400.00		1		L290
DEPOSITS	20,491.50		1		L291
TOTAL ACCOUNTS PAYABLE		86,635.54	2		TAP
TAX SALE SURPLUS TRUST	29,794.38		1		L410
DEFERRED REVENUE	371,574.09		1		L411
DEFERRED REVENUE	0.00		1		L412
DEFERRED REVENUE	0.00		1		L413
ASSET RETIREMENT OBLIGATIONS	228,195.97		1		L500
RESERVES FOR OPERATING		0.00	2		L700
TAX RATE STABILIZATION		187,907.39	2		L701
ADMIN & P.W. INCOME-STAFF		0.00	2		L702
ADMIN & P.W. INCOME-VILLAGE		0.00	2		L703
INSURANCE PROCEEDS- HAYLAND		44,536.80	2		L704
DISASTER PREPAREDNESS		0.00	2		L705
STREET IMPROVEMENTS		0.00	2		L706
CAMPGROUND IMPROVEMENTS		0.00	2		L707
ECONOMIC DEVELOPMENT- 100 YR		7,295.92	2		L708
SALE OF PUBLIC LANDS		0.00	2		L709
SCHOOL PROJECTS		0.00	2		L710
DRAINAGE & WATER STUDY		0.00	2		L711
PROVINCIAL POLICE FUND		0.00	2		L712
REDEVELOPMENT PLAN		0.00	2		L713
TOTAL OPERATING RESERVES			3		L790
RESERVES FOR CAPITAL					
GENERAL CAPITAL		1,075,089.47	2		L750
ADMINISTRATIVE EQUIPMENT		10,803.01	2		L761
WASTE EQUIPMENT RESERVES		130,205.00	2		L762
PARK RESERVE SALE PROCEEDS		0.00	2		L763
PARKS AND RECREATION DEV		34,494.45	2		L764
PUBLIC WORKS EQUIPMENT		37,959.73	2		L765
CAMPGROUND DEVELOPMENT		0.00	2		L766
FIREHALL		0.00	2		L767
UNUSED RESERVES		0.00	2		L799
Description	Req:000000000	End:30Sep2026	Type: A	C:U	Name

BALANCE SHEET		Beg:000000000 End:30Sep2026	Type: A [C;U] Name
ADMINISTRATIVE BUILDING		44,694.92	2 L768
PATROL EQUIPMENT		22,500.00	2 L770
COMMUNITY & RECREATION FACIL		50,000.00	2 L771
BOAT LAUNCH RESERVES		25,000.00	2 L772
ROADWORK RESERVES		65,000.00	2 L773
TOTAL CAPITAL RESERVES		1,495,746.58	3 L760
TOTAL EQUITY IN FIXED ASSETS		6,943,715.60	2 L800
ACCUMULATED SURPLUS - 31\12\94	3,134,492.45		1 L900
ADJUSTED SURPLUS (PRIOR PERIOD	874,263.28		1 L902
SURPLUS FROM 1\1\95	3,751,275.01		1 L901
APPROPRIATED SURPLUS	0.00		1 L905
CURRENT FUNDS USED FOR TCA	0.00		1 L910
CURRENT AMORTIZATON EXPENSE	1,225,399.57		1 L915
NET BOOK VALUE OF TCA DISPOSAL	235,936.38		1 L920
CONTRIBUTED TCA	0.00		1 L925
TOTAL SURPLUS		1,203,855.23	2 ACCUMSURP
TOTAL LIABILITIES		10,599,257.50	3 TL
PROOF		0.00	3 PROOF
DATED <u>Sept. 30</u> , 2026			
Description	Beg:000000000 End:30Sep2026	Type: A [C;U] Name	

Analysis: INCOME STATEMENT

000000000

INCOME STATEMENT		(1)	(2)	(3)
	--- Begin	01Jan2026	01Jan2026	01Jan2026
Period 1: -	End	31Dec2026	30Sep2026	30Sep2026
	--- Type	B	A	A
(less)	--- Begin	000000000	000000000	01Jan2026
Period 2: -	End	000000000	000000000	31Dec2026
	--- Type			B
Ratios:	% of Account			
Graphs:	# of Columns,Scale	0 0	0 0	0 0

Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
REVENUE			
RESIDENTIAL TAXES (MUNICIPAL)	873,844.81	873,844.85	0.04
RESIDENTIAL TAXES (SCHOOL)	541,679.08	541,679.11	0.03
COMMERCIAL TAXES (MUNICIPAL)	106,804.69	106,804.70	0.01
COMMERCIAL TAXES (SCHOOL)	45,693.59	45,693.58	0.01
FARM TAXES (MUNICIPAL)	67.92	67.92	0.00
FARM TAXES (SCHOOL)	42.10	42.09	0.01
POWER & PIPELINE (MUNICIPAL)	21,031.04	21,031.04	0.00
POWER & PIPELINE (SCHOOL)	8,997.58	8,997.57	0.01
DIP \ MACH & EQUIP (MUNICIPAL)	1,776.89	1,776.89	0.00
DIP \ MACH & EQUIP (SCHOOL)	83.91	83.91	0.00
DESIGNATED INDUSTRIAL (DI)	177.52	177.53	0.01
MUNICIPAL SERVICES TAX	854,940.00	853,911.00	1,029.00
LIBRARY LEVY	0.00	0.00	0.00
MISC. OTHER LEVY	0.00	0.00	0.00
TOTAL TAXES	2,455,139.13	2,454,110.19	1,028.94
PENALTIES & COSTS ON TAXES	75,000.00	107,573.73	32,573.73
FRANCHISE - ATCO GAS	30,000.00	24,196.44	5,803.56
FRANCHISE - FORTIS	60,000.00	48,036.73	11,963.27
INVESTMENT INCOME	60,000.00	40,371.70	19,628.30
PROVINCIAL GRANTS			
RESTRUCTURING GRANT	0.00	0.00	0.00
CONDITIONAL FGTF\CCBF	0.00	0.00	0.00
CONDIONAL MUNICIPAL GRANTS	0.00	0.00	0.00
CONDITIONAL MSI\LGFF GRANT	42,420.00	42,420.00	0.00
FROM RESERVE\DEF.REV.	0.00	0.00	0.00
OTHER	0.34	0.00	0.34
ADMIN			
ADMINISTRATIVE SERVICE	5,400.00	5,400.00	0.00
SALES OF GOODS & SERVICES	1,000.00	1,625.67	625.67
TAX CERTIFICATES	5,000.00	4,440.00	560.00
PHOTOCOPIES\FAXES\POSTAGE	1,000.00	36.31	963.69
PENALTIES\COSTS - N.S.F. FEES	100.00	70.00	30.00
HAWKER PEDDLER LICENSES	1,000.00	525.00	475.00
RENTAL AND LEASE	9,000.00	7,602.00	1,398.00
PROV\FED CONDITIONAL GRANT	0.00	300.00	300.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
PATROL			
SALES TO OTHER LOCAL GOV'T	49,870.00	37,402.50	12,467.50
SALES OF GOODS & SERVICES	0.00	0.00	0.00

Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
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Analysis: INCOME STATEMENT

000000000

Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
FINES	10,000.00	6,277.23	3,722.77-
PFM POLICE FUNDING MODEL	77,950.70	77,953.65	2.95
SALE OF FIXED ASSETS	0.00	0.00	0.00
PROV CONDITIONAL GRANT	0.00	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00	0.00
TRANSFER FROM RESERVES	0.00	0.00	0.00
FIRE DEPARTMENT - DONATIONS	0.00	0.00	0.00
FEES DUE TO COUNTY FROM UNPAID	0.00	0.00	0.00
RENTAL & LEASE	24,000.00	18,000.00	6,000.00-
UTILITIES REIMBURSEMENT	0.00	0.00	0.00
PROVINCIAL CONDITIONAL GRANT	0.00	4,635.00	4,635.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00	0.00
TRANSFER FROM RESERVES	0.00	0.00	0.00
DISASTER SERVICES	0.00	0.00	0.00
AMBULANCE GRANT	0.00	0.00	0.00
AMBULANCE STATION RENTAL	10,200.00	7,650.00	2,550.00-
ANIMAL LICENSES	500.00	505.00	5.00
BY-LAW FINES	500.00	225.00	275.00-
COMMON SERVICES			
PUBLIC WORKS SERVICES	3,000.00	2,740.00	260.00-
SALES OF GOODS & SERVICES	1,000.00	51.60	948.40-
RENTAL AND LEASE	85,000.00	53,271.49	31,728.51-
CONDITIONAL GRANT	0.00	0.00	0.00
SALE OF FIXED ASSETS	0.00	18,020.00	18,020.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
ROADS			
CONDITIONAL GRANT	0.00	0.00	0.00
SALE OF TCA	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
STORM SEWER & DRAINAGE			
CONDITIONAL GRANT	0.00	0.00	0.00
GRANTS FROM LOCAL AGENCIES	0.00	0.00	0.00
SEWER			
LOCAL IMPROVEMENT CHGS	0.00	0.00	0.00
SEWER REVITALIZATION	242,700.00	243,300.00	600.00
PROV CONDITIONAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
SOLID WASTE			
CONTRACT WITH OTHER MUNICIPAL	0.00	0.00	0.00
SALE OF GOODS & SERVICES	23,500.00	17,831.80	5,668.20-
PROV CONDITIONAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Analysis: INCOME STATEMENT

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Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
ECONOMIC DEVELOPMENT	0.00	0.00	0.00
MUNICIPAL PLANNING	0.00	500.00	500.00
DEVELOPMENT PERMITS	5,000.00	3,225.00	1,775.00-
COMPLIANCE CERTIFICATES	200.00	0.00	200.00-
SUBDIVISION APPLICATIONS	0.00	0.00	0.00
ENCROACHMENT AGREEMENTS	0.00	400.00	400.00
PROV CONDITIONAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVES\DEF.REV	0.00	0.00	0.00
SALE OF PUBLIC LAND	0.00	0.00	0.00
BOAT LAUNCH	10,000.00	10,000.00	0.00
TRANSFER RESERVE\DEF.REV.	25,000.00	0.00	25,000.00-
PARKS			
FEDERAL\PROVINCIAL GRANT(ICAP)	0.00	0.00	0.00
CONDITIONAL GRANT	0.00	0.00	0.00
UNCONDITIONAL GRANT	0.00	0.00	0.00
GRANT FROM LOCAL AGENCIES	10,000.00	10,000.00	0.00
PARKING LOT REVENUE	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
RECREATION FACILITIES			
SALE OF SERVICE - FEES\CHARGES	7,000.00	1,336.85	5,663.15-
REGIONAL RECREATION	25,144.00	18,858.00	6,286.00-
GRANT FROM LOCAL AGENCIES	45,166.00	23,350.00	21,816.00-
CONDITIONAL PROVINCIAL GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE\DEF.REV.	0.00	0.00	0.00
CAMPGROUND			
USER FEES (SEASONAL)	285,600.00	269,649.50	15,950.50-
WEEKEND SITES	25,000.00	20,616.00	4,384.00-
CAMPGRD CABIN RENTAL	0.00	0.00	0.00
SALES OF GOODS & SERVICES	3,000.00	2,496.66	503.34-
WINTER STORAGE	25,200.00	20,400.00	4,800.00-
DEBIT MACHINE ADJUSTMENTS	0.00	430.50	430.50
RENTAL & LEASE	9,600.00	7,200.00	2,400.00-
M.R.T.A. GRANT	0.00	0.00	0.00
TRANSFER FROM RESERVE	0.00	0.00	0.00
CULTURE			
LIBRARIAN WAGE REIMBURSEMENT	0.00	0.00	0.00
GAIN ON SALE OF FIXED ASSET	0.00	0.00	0.00
TOTAL OPERATING REVENUE	3,749,189.49	3,613,033.55	136,155.94-
CAPITAL:			
CAPITAL PURCHASES-ADMIN	0.00	0.00	0.00
CAPITAL PURCHASES-PATROL	0.00	0.00	0.00
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Analysis: INCOME STATEMENT

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Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
CAPITAL PURCHASES-PUBLIC WORKS	50,000.00	0.00	50,000.00-
CAPITAL PURCHASES-RECREATION	0.00	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00	0.00
TOTAL	50,000.00	0.00	50,000.00-
CAPITAL PROJECTS:			
CAPITAL PROJECT-ROADS	360,000.00	0.00	360,000.00-
CAPITAL PROJECT-SHOP	0.00	0.00	0.00
CAPITAL PROJECT-DRAINAGE	50,000.00	0.00	50,000.00-
CAPITAL PROJECT-WALK PATHS	30,000.00	0.00	30,000.00-
CAPITAL PROJECT-STORM OUTFALL	0.00	0.00	0.00
CAPITAL PROJECT-ADMIN BLDG	0.00	0.00	0.00
CAPITAL PROJECT-CAMPGRD W/R	0.00	0.00	0.00
TOTAL	440,000.00	0.00	440,000.00-
TOTAL CAPITAL REVENUE	490,000.00	0.00	490,000.00-
REQUISITIONS:			
SCHOOL FOUNDATION	0.00	0.00	0.00
ASFF	596,496.43	447,372.33	149,124.10-
OVER/UNDER LEVY UTILIZED	0.00	0.00	0.00
DESIGNATED INDUSTRIAL	179.89	0.00	179.89-
TOTAL REQUISITIONS	596,676.32	447,372.33	149,303.99-
BUSINESS INCOME PROFIT	0.00	0.00	0.00
TOTAL	3,642,513.17	3,165,661.22	476,851.95-
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Analysis: EXPENSE STATEMENT

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EXPENSE STATEMENT		(1)	(2)	(3)
---	Begin	01Jan2026	01Jan2026	01Jan2026
Period 1: -	End	31Dec2026	30Sep2026	30Sep2026
---	Type	B	A	A
(less) ---	Begin	000000000	000000000	01Jan2026
Period 2: -	End	000000000	000000000	31Dec2026
---	Type			B
Ratios:	% of Account			
Graphs:	# of Columns,Scale	0 0	0 0	0 0

Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
COUNCIL			
COUNCIL HONORARIUMS - MAYOR	11,364.00	8,523.54	2,840.46-
COUNCIL HONORARIUMS	40,294.00	29,140.62	11,153.38-
COUNCIL MEETING FEES	20,000.00	12,950.00	7,050.00-
HONOURARIUM DEDUCTIONS	2,500.00	0.00	2,500.00-
COUNCIL TRAVEL	3,000.00	1,948.52	1,051.48-
CONFERENCE\PROFESSIONAL DEV	12,500.00	4,004.00	8,496.00-
INTERNET & PHONE EXPENSE	6,000.00	6,000.00	0.00
COUNCIL PROMOTIONAL	12,000.00	5,320.55	6,679.45-
MISC. SUPPLIES	5,000.00	1,535.03	3,464.97-
TOTAL	112,658.00	69,422.26	43,235.74-
ADMINISTRATION			
ADMINISTRATOR	135,860.00	101,846.05	34,013.95-
SALARIES	181,350.00	111,680.51	69,669.49-
PAYROLL TO\FROM BUS INC	0.00	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00	0.00
PAYROLL DEDUCTIONS	74,800.00	52,813.09	21,986.91-
SCP PAYROLL	0.00	0.00	0.00
FROM\TO RESERVE	0.00	0.00	0.00
TRAINING	1,000.00	0.00	1,000.00-
TRAVEL	2,000.00	1,283.08	716.92-
FREIGHT, POSTAGE, DELIVERY	4,000.00	1,920.42	2,079.58-
TELEPHONE\INTERNET\SATELLIT	4,200.00	2,492.00	1,708.00-
ADVERTISING	2,200.00	1,586.72	613.28-
SUBSCRIPTIONS\MEMBERSHIPS	4,300.00	3,313.96	986.04-
PRINTING	1,200.00	1,288.94	88.94
LEGAL	5,000.00	2,500.00	2,500.00-
AUDITOR	14,000.00	14,000.00	0.00
SERVICE CONTR-PHOTO,FAX,POS	7,000.00	1,861.59	5,138.41-
SERVICE CONTR - ALARM	400.00	300.00	100.00-
PURCHASED EQUIPMENT REPAIR	9,000.00	4,757.36	4,242.64-
CONTRACT - JANITOR	7,600.00	5,832.00	1,768.00-
INSURANCE	62,000.00	1,625.00	60,375.00-
W.C.B.	37,000.00	30,887.82	6,112.18-
STATIONERY & SUPPLIES	5,000.00	3,037.56	1,962.44-
JANITORIAL SUPPLIES	800.00	628.30	171.70-
MISCELLANEOUS SUPPLIES	4,000.00	1,329.44	2,670.56-
VILLAGE PROMOTION	4,000.00	863.20	3,136.80-
100 YEAR ANNIVERSARY	0.00	0.00	0.00
UTILITIES	7,000.00	4,151.74	2,848.26-
DEBT REPAYMENT	0.00	0.00	0.00
SHORT TERM BORROWING FEES	0.00	0.00	0.00

Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
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Analysis: EXPENSE STATEMENT

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Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
BANK CHARGES	1,000.00	782.27	217.73-
TAX REBATES & CANCELLATIONS	0.00	0.00	0.00
OTHER & BLDG REPAIRS	10,000.00	3,658.72	6,341.28-
BAD DEBT EXPENSE	0.00	0.00	0.00
CAPITAL PURCHASES	0.00	0.00	0.00
CAPITAL PROJECTS	0.00	0.00	0.00
CAPITAL PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	584,710.00	354,439.77	230,270.23-
ELECTION \ CENSUS			
SALARIES & WAGES	0.00	0.00	0.00
ADVERTISING	0.00	0.00	0.00
GOODS & SUPPLIES	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00
ASSESSMENT SERVICES			
ASSESSMENT SERVICES	25,950.00	19,561.30	6,388.70-
TOTAL	25,950.00	19,561.30	6,388.70-
PATROL			
ADMINISTRATION	0.00	0.00	0.00
SALARIES & WAGES	99,960.00	74,428.11	25,531.89-
PROVINCIAL POLICE FUNDING	77,950.70	0.00	77,950.70-
RCMP ENHANCED POLICING	0.00	0.00	0.00
PAYROLL DEDUCTIONS	23,100.00	13,538.04	9,561.96-
TRAINING & DEVELOPMENT	2,000.00	1,200.00	800.00-
MILEAGE & SUBSISTENCE	300.00	0.00	300.00-
FREIGHT, POSTAGE, DELIVERY	0.00	0.00	0.00
TELEPHONE	7,000.00	3,535.04	3,464.96-
ADVERTISING & PROMOTION	500.00	375.00	125.00-
AUX PROG\CRIME PREVENTION	0.00	0.00	0.00
EQUIPMENT REPAIR	3,000.00	2,248.34	751.66-
VEHICLE REPAIR	5,000.00	4,312.77	687.23-
JANITOR EXPENSES	0.00	0.00	0.00
LICENSES & PERMITS	0.00	0.00	0.00
STATIONERY & OFFICE SUPPLIES	500.00	1,279.88	779.88
MISC. SUPPLIES	4,000.00	3,594.18	405.82-
UNIFORMS & ACCOTREMENTS	2,000.00	577.94	1,422.06-
FUEL & OIL	8,000.00	1,609.35	6,390.65-
UTILITIES	4,800.00	2,767.77	2,032.23-
CAPITAL PURCHASES	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	7,500.00	0.00	7,500.00-
TOTAL	245,610.70	109,466.42	136,144.28-
BY-LAW ENFORCEMENT			
BYLAW\ANIMAL CONTROL	0.00	0.00	0.00
PARKING ENFORCEMENT	0.00	0.00	0.00
POUND FEES	2,200.00	2,200.00	0.00
GENERAL GOODS AND SERVICES	3,000.00	120.00	2,880.00-
SIGNS	0.00	0.00	0.00
TOTAL	5,200.00	2,320.00	2,880.00-
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Analysis: EXPENSE STATEMENT

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Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
FIREFIGHTING			
FIRE DEPARTMENT HONORAIUMS	0.00	0.00	0.00
TELEPHONE	0.00	0.00	0.00
FIRE CONTRACT	110,028.00	80,221.32	29,806.68-
JANITOR EXPENSES	0.00	0.00	0.00
GOODS AND SUPPLIES	0.00	0.00	0.00
MISCELLANEOUS	2,000.00	1,615.84	384.16-
BUILDING REPAIR	5,000.00	994.81	4,005.19-
UTILITIES	0.00	0.00	0.00
CAPITAL	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	117,028.00	82,831.97	34,196.03-
DISASTER SERVICES			
GENERAL GOODS AND SERVICES	10,000.00	7,000.00	3,000.00-
TO RESERVE\DEF.REV.	0.00	0.00	0.00
AMBULANCE SERVICES			
AMBULANCE CONTRACT	0.00	0.00	0.00
BUILDING REPAIRS	3,000.00	2,902.85	97.15-
UTILITIES	6,500.00	3,607.54	2,892.46-
CAPITAL PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	9,500.00	6,510.39	2,989.61-
COMMON SERVICES			
PUBLIC WORKS MANAGER	0.00	0.00	0.00
PUBLIC WORKS WAGES	270,300.00	200,015.54	70,284.46-
EXTRA PERSON	22,600.00	20,956.00	1,644.00-
SUMMER PAYROLL	11,000.00	10,857.60	142.40-
PAYROLL DEDUCTIONS - MGR	0.00	0.00	0.00
PAYROLL DEDUCTIONS	63,000.00	49,544.06	13,455.94-
PAYROLL DEDUCTIONS - SUMMER	2,500.00	1,819.79	680.21-
FROM\TO RESERVE	0.00	0.00	0.00
SHARED SERVICES SALARIES	0.00	0.00	0.00
PAYROLL TO BUSINESS INCOME	0.00	0.00	0.00
TRAINING & DEVELOPMENT	4,000.00	500.00	3,500.00-
MILEAGE & SUBSISTENCE	300.00	139.69	160.31-
POSTAGE, FREIGHT & DELIVERY	0.00	0.00	0.00
TELEPHONE	2,300.00	1,696.63	603.37-
PURCHASE SERVICES	12,500.00	10,677.89	1,822.11-
EQUIPMENT REPAIR	30,000.00	30,242.96	242.96
VEHICLE REPAIR	20,000.00	9,987.90	10,012.10-
EQUIPMENT RENTAL	1,000.00	90.00	910.00-
GENERAL GOODS	10,000.00	7,693.26	2,306.74-
SIGNS	3,000.00	275.00	2,725.00-
BUILDING REPAIRS	5,000.00	4,237.79	762.21-
SAFETY SUPPLIES	2,500.00	609.36	1,890.64-
FUEL & OIL	24,000.00	23,569.61	430.39-
UTILITES - SHOP	16,000.00	8,912.86	7,087.14-
BOAT LAUNCH MTCE	0.00	0.00	0.00
CAPITAL PURCHASES	0.00	0.00	0.00
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Analysis: EXPENSE STATEMENT

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Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
CAPITAL PROJECTS	0.00	0.00	0.00
CAPITAL PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	500,000.00	381,825.94	118,174.06
ROADS AND STREETS			
GRAVEL\SAND\ETC.	30,000.00	20,038.41	9,961.59
CRACK FILLING\LINE PAINTING	30,000.00	38,675.00	8,675.00
UTILITIES - STREET LIGHTS	121,000.00	82,944.80	38,055.20
ROAD PROJECTS	0.00	0.00	0.00
ROAD PROJECTS	0.00	0.00	0.00
STREET LIGHT PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	181,000.00	141,658.21	39,341.79
STORM SEWER AND DRAINAGE			
GENERAL SUPPLY-CULVERTS	5,000.00	5,184.20	184.20
DRAINAGE PROJECTS	0.00	0.00	0.00
DRAINAGE STUDY	0.00	0.00	0.00
TOTAL	5,000.00	5,184.20	184.20
WATER SYSTEM			
WATER COMM. OPERATING	9,018.18	9,018.18	0.00
WATER COMM. DEBENTURES	71,034.10	35,517.05	35,517.05
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	80,052.28	44,535.23	35,517.05
SANITARY SEWER			
TVRSSC MAINTENANCE AGREE	316,315.00	237,237.00	79,078.00
TVRSSC SEWER REVITALIZATION	242,700.00	121,350.00	121,350.00
TVRSSC DEB. - LAGOON	85,826.00	85,826.00	0.00
TVRSSC UPGRADE	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	644,841.00	444,413.00	200,428.00
GARBAGE COLLECTION			
GARBAGE WAGES	7,000.00	0.00	7,000.00
GARBAGE CONTRACT	78,000.00	50,081.58	27,918.42
REGIONAL LAND FILL	25,000.00	16,315.50	8,684.50
RECYCLING	6,000.00	2,837.17	3,162.83
ANNUAL WASTE ROUND-UP	0.00	0.00	0.00
FUEL & OIL	3,000.00	0.00	3,000.00
TRUCK REPAIRS & MAINTENANCE	0.00	0.00	0.00
CAPITAL PURCHASES	0.00	0.00	0.00
TO RESERVE\DEF.REV.	20,000.00	0.00	20,000.00
TOTAL	139,000.00	69,234.25	69,765.75
COMPOST FACILITY			
PURCHASED SERVICE - CLEANUP	3,000.00	0.00	3,000.00
GENERAL SUPPLIES	0.00	0.00	0.00
TOTAL	3,000.00	0.00	3,000.00
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Analysis: EXPENSE STATEMENT

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Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
MUNICIPAL PLANNING			
CONTRACT - DEVELOPMENT OFF	24,408.00	18,306.00	6,102.00-
MUNICIPAL PLANNING	1,000.00	0.00	1,000.00-
GENERAL GOODS & SUPPLIES	500.00	0.00	500.00-
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	25,908.00	18,306.00	7,602.00-
ECONOMIC DEVELOPMENT			
ADVERTISING AND PROMOTION	2,200.00	1,666.66	533.34-
TELEPHONE AND UTILITIES	0.00	0.00	0.00
REVENUE & COST SHARE STUDY	0.00	0.00	0.00
GENERAL GOODS & SUPPLIES	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	2,200.00	1,666.66	533.34-
LAC STE. ANNE FOUNDATION	47,611.00	47,611.00	0.00
PIER\BOAT LAUNCH	25,000.00	0.00	25,000.00-
PIER TO RESERVE\DEF.REV.	0.00	0.00	0.00
RECREATION & FACILITIES			
REGIONAL RECREATION	31,430.00	31,430.00	0.00
GENERAL GOODS & SUPPLIES	25,000.00	8,898.77	16,101.23-
EAST END BUS	9,457.90	9,457.92	0.02
LSA PHYSICIAN RECRUITMENT	0.00	0.00	0.00
BEACHWAVE PARK COORDINATOR	48,000.00	36,000.00	12,000.00-
UTILITIES	7,500.00	4,263.51	3,236.49-
CAPITAL PURCHASES	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	121,387.90	90,050.20	31,337.70-
PARKS			
CONTRACT SERVICES	20,000.00	12,362.64	7,637.36-
GENERAL GOODS & SUPPLIES	10,000.00	3,788.48	6,211.52-
UTILITIES	6,000.00	4,475.47	1,524.53-
PARKING LOT EXPENSES	3,213.41	3,213.41	0.00
PARK PROJECTS	0.00	0.00	0.00
PARK PROJECTS	0.00	0.00	0.00
CONTRIBUTED ASSETS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	39,213.41	23,840.00	15,373.41-
CAMPGROUND:			
ADVERTISING & SIGNS	500.00	280.00	220.00-
POSTAGE, FREIGHT, DELIVERY	0.00	0.00	0.00
PHONE\INTERNET\SATELLITE	2,700.00	1,346.58	1,353.42-
PRINTING	400.00	0.00	400.00-
CAMPGROUND MANAGER CONTRACT	64,000.00	60,175.10	3,824.90-
CAMPGROUND SUMMER HELP	0.00	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00	0.00
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Analysis: EXPENSE STATEMENT

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Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE
EQUIPMENT REPAIR	1,500.00	30.00	1,470.00-
GENERAL GOODS & SUPPLIES	4,000.00	3,054.31	945.69-
JANITORIAL SUPPLIES	800.00	562.44	237.56-
WASTE DISPOSAL	5,000.00	3,072.60	1,927.40-
FUEL & OIL	1,500.00	1,111.79	388.21-
REPAIR MATERIALS	12,000.00	1,405.29	10,594.71-
CONSTRUCTION MATERIALS	2,000.00	0.00	2,000.00-
UTILITIES	36,000.00	24,052.59	11,947.41-
IMPROVEMENTS	14,000.00	10,440.00	3,560.00-
DEBIT\VISA BANK FEES	600.00	452.90	147.10-
CAMPGROUND PROJECTS	0.00	0.00	0.00
CAMPGROUND PROJECTS	0.00	0.00	0.00
TO RESERVE\DEF.REV.	0.00	0.00	0.00
TOTAL	145,000.00	105,983.60	39,016.40-
CULTURE			
SALARIES & WAGES	0.00	0.00	0.00
PAYROLL DEDUCTIONS	0.00	0.00	0.00
REIMBURSE LIBR WAGE	0.00	0.00	0.00
UTILITIES	0.00	0.00	0.00
GRANT TO LIBRARY	13,452.48	13,452.48	0.00
YELLOWHEAD REGIONAL LIBRARY	4,190.40	4,190.40	0.00
TOTAL	17,642.88	17,642.88	0.00
LOSS ON SALE OF FIXED ASSET	0.00	0.00	0.00
AMORTIZATION OF TCA	65,000.00	0.00	65,000.00-
ACCRETION EXPENSE	0.00	0.00	0.00
CAPITAL:			
CAPITAL PURCHASES-ADMIN	0.00	0.00	0.00
CAPITAL PURCHASES-PATROL	0.00	0.00	0.00
CAPITAL PURCHASES-PUBLIC WORKS	50,000.00	72,364.71	22,364.71
CAPITAL PURCHASES-RECREATION	0.00	0.00	0.00
CAPITAL PURCHASES-PARKS	0.00	0.00	0.00
CAPITAL PURCHASES-CAMPGROUND	0.00	0.00	0.00
TOTAL	50,000.00	72,364.71	22,364.71
CAPITAL PROJECTS:			
CAPITAL PROJECTS-ROADS	360,000.00	491,040.08	131,040.08
CAPITAL PROJECTS-SHOP	0.00	0.00	0.00
CAPITAL PROJECTS-DRAINAGE	50,000.00	0.00	50,000.00-
CAPITAL PROJECTS-WALKING PATHS	30,000.00	36,736.40	6,736.40
CAPITAL PROJECTS-STORM OUTFALL	0.00	0.00	0.00
CAPITAL PROJECTS-ADMIN BLDG	0.00	0.00	0.00
CAPITAL PROJECTS-CAMPGRD W\R	0.00	0.00	0.00
TOTAL	440,000.00	527,776.48	87,776.48
TOTAL CAPITAL EXPENSES	490,000.00	600,141.19	110,141.19
BUSINESS INCOME EXPENSES	0.00	0.00	0.00
TOTAL	3,642,513.17	2,643,644.47	998,868.70-
Description	2026 BUDGET	JAN-SEPT 2026	DIFFERENCE

Campground Financial Report

October 2, 2026

2026 CAMPGROUND BUDGET & ACTUALS TO SEPTEMBER 30, 2026

REVENUE:	2026 BUDGET	2026 ACTUAL	
Seasonal Sites	285,600.00	269,649.50	
Weekend Sites	25,000.00	20,726.00	
Sale of Goods (appliance fees/showers /sewer dump/boat storage)	3,000.00	2,876.66	
Winter Storage	25,200.00	21,000.00	
Total Revenue	338,800.00	314,252.16	
EXPENSES:	2026 BUDGET	2026 ACTUAL	
Advertising & Signs	500.00	280.00	
Postage	-	-	
Telephone	2,700.00	1,346.58	
Printing	400.00	-	
Manager Contract	64,000.00	60,175.10	
Equipment Repair	1,500.00	30.00	
General Goods/Supplies	4,000.00	3,054.31	
Janitor Supplies	800.00	562.44	
Waste Disposal	5,000.00	3,072.60	
Fuel & Oil	1,500.00	1,111.79	
Repair Materials	12,000.00	1,405.29	
Construction Materials-gravel/dirt/sand/sod	2,000.00	-	
Utilities	36,000.00	24,052.59	
Improvements	14,000.00	10,440.00	
Debit/Visa Bank Fees	600.00	382.10	
Total	145,000.00	105,912.80	

2026 Campground Budget Meeting (May 4/26) & Actual Costs (Sept.30/26)					
REVENUE:	2025 BUDGET	2025 ACTUAL	2026 BUDGET		2026 ACTUAL SEPT.30/26
Seasonal Sites	277,200.00	273,900.00	285,600.00	84 Sites x \$3,400.00	269,649.50
Weekend Sites	25,000.00	23,153.08	25,000.00		20,726.00
Cabin Rental	N/A	N/A	N/A		N/A
Sale of Goods (appliance fees/showers /sewer dump/boats)	2,800.00	3,961.50	3,000.00	appliance fees/boat storage/sewer fees/showers etc.	2,876.66
Winter Storage	25,200.00	23,700.00	25,200.00	84 Sites x \$300.00	21,000.00
Total Revenue	330,200.00	324,714.58	338,800.00		314,252.16
EXPENSES:	2025 BUDGET	2025 ACTUAL	2026 BUDGET		2026 ACTUAL SEPT.30/26
Advertising & Signs	1,500.00	798.38	500.00	Advertising/Signs	280.00
Postage	-	-	-		-
Telephone	2,000.00	1,871.42	2,700.00	Phone/Satellite/Internet	1,346.58 +
Printing	300.00	1,198.64	400.00	Printing contracts/maps/etc.	- +
Manager Contract	62,000.00	61,780.62	64,000.00	Based on % of Revenue	60,175.10
Equipment Repair	1,500.00	628.15	1,500.00	Misc Equipment Repairs	30.00
General Goods/Supplies	3,000.00	2,330.80	4,000.00	Office Supplies/Flowers/Trees/Misc./	3,054.31
Janitor Supplies	700.00	363.00	800.00	Washroom Supplies & Janitor Supplies	562.44
Waste Disposal	3,800.00	4,888.95	5,000.00	GFL Waste Pickup	3,072.60 +
Fuel & Oil	1,500.00	814.75	1,500.00	Fuel for skidsteer, mowers, trimmers	1,111.79 +
Repair Materials	10,000.00	12,218.22	12,000.00	Repairs-Water line/Sewer line/Fence&Gates/Evestrough/Cabin furnace	1,405.29 +
Construction Materials-gravel/dirt/sod	2,000.00	-	2,000.00	Gravel & Black dirt, Sand & Sod	-
Utilities	38,000.00	35,285.98	36,000.00	Gas & Power Utilities	24,052.59 +
Improvements	5,000.00	496.44	14,000.00	Washroom Furnace install / Gazebo park-Campgrd fencing	10,440.00
Debit/Visa Bank Fees	600.00	537.24	600.00	Bank Fees	382.10 +
	131,900.00	123,212.59	145,000.00		105,912.80
Capital-	-	-	-		-
	131,900.00	123,212.59	145,000.00		105,912.80
Revenue	330,200.00	324,714.58	338,800.00		314,252.16
Expenses	(131,900.00)	(123,212.59)	(145,000.00)		(105,912.80)
Balance	198,300.00	201,501.99	193,800.00		208,339.36

CAMPGROUND BUDGET VS ACTUALS 2022-2026 (at SEPT 30/26)

	<u>2022</u>	<u>2022</u>	<u>2023</u>	<u>2023</u>	<u>2024</u>	<u>2024</u>	<u>2025</u>	<u>2025</u>	<u>2026</u>	<u>2026</u>
REVENUE:	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
Seasonal Sites	234,000.00	246,095.24	246,000.00	255,200.00	277,200.00	264,270.20	277,200.00	273,900.00	277,200.00	269,649.50
Weekend Sites	45,000.00	21,960.23	25,000.00	21,074.45	25,000.00	29,676.50	25,000.00	23,153.08	25,000.00	20,726.00
Cabin Rental										
Sale of Goods (appliance fees/showers /sewer dump/boats)	2,000.00	2,092.00	2,000.00	2,740.71	2,800.00	3,893.36	2,800.00	3,871.50	2,800.00	2,876.66
Winter Storage	23,400.00	25,200.00	24,600.00	23,700.00	25,200.00	24,300.00	25,200.00	23,700.00	25,200.00	21,000.00
Total Revenue	304,400.00	295,347.47	297,600.00	302,715.16	330,200.00	322,140.06	330,200.00	324,624.58	330,200.00	314,252.16
	<u>2022</u>	<u>2022</u>	<u>2023</u>	<u>2023</u>	<u>2024</u>	<u>2024</u>	<u>2025</u>	<u>2025</u>	<u>2026</u>	<u>2026</u>
EXPENSES:	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
Advertising & Signs	400.00		2,000.00	1,234.08	400.00	194.35	1,500.00	798.38	500.00	280.00
Postage										
Phone/Internet/Satellite	2,200.00	1,879.52	2,200.00	1,795.56	2,100.00	1,795.43	2,000.00	1,923.36	2,700.00	1,346.58
Printing	300.00	268.00	300.00	263.50	300.00	260.00	300.00	300.00	400.00	
Manager Contract	58,000.00	56,131.10	56,000.00	57,624.89	62,000.00	61,249.34	62,000.00	61,780.62	64,000.00	60,175.10
Equipment Repair	1,000.00	208.03	1,000.00	297.31	1,000.00	852.00	1,500.00	628.15	1,500.00	30.00
General Goods/Supplies	3,000.00	3,183.02	4,000.00	1,752.59	2,500.00	2,679.48	3,000.00	2,314.00	4,000.00	3,054.31
Janitor Supplies	2,000.00	117.54	600.00	768.89	800.00	623.29	700.00	363.00	800.00	562.44
Waste Disposal	2,500.00	3,757.37	3,700.00	4,321.73	3,700.00	3,814.65	3,800.00	3,680.19	5,000.00	3,072.60
Fuel & Oil	1,000.00	2,172.19	1,000.00	929.52	1,500.00	1,122.13	1,500.00	769.04	1,500.00	1,111.79
Repair Materials	8,000.00	22,695.81	8,000.00	9,292.59	11,000.00	18,484.86	10,000.00	11,344.96	12,000.00	1,405.29
Construction Materials-gravel/dirt/sod	2,000.00	1,450.00	1,600.00		2,000.00	1,160.70	2,000.00		2,000.00	
Utilities	37,000.00	38,925.54	39,000.00	39,018.15	40,000.00	35,794.32	38,000.00	24,499.97	36,000.00	24,052.59
Improvements			4,000.00		4,600.00	5,579.19	5,000.00	496.44	14,000.00	10,440.00
Debit/Visa Bank Fees	600.00	525.74	600.00	540.87	600.00	526.59	600.00	398.34	600.00	382.10
	118,000.00	131,313.66	124,000.00	117,839.68	132,500.00	134,136.33	131,900.00	109,296.45	145,000.00	105,912.80
Capital Purchases	100,000.00	100,807.83								
	218,000.00	232,121.49	124,000.00	117,839.68	132,500.00	134,136.33	131,900.00	109,296.45	145,000.00	105,912.80

2026 Development Permits Issued						***Highlighted are NEW***	
Permit #	Date	Municipal	Lot	Block	Plan	Proposal	Approved
26DP01-01		4511-44 Street	5	5	3508KS	COVERED DECK W/VARIANCE	YES
26DP02-02	11-Mar-26	4523-50 Avenue	8	2	6604AO	GARAGE	YES
26DP03-01	11-Mar-26	5772-50 Avenue	7	2	3321BQ	SOLAR PANELS	YES
26DP04-01	21-Apr-26	4643 - 47A Avenue	7	17	3321BQ	GARAGE W/VARIANCES	MPC - April 21, 2026
25DP26-01	21-Apr-26	4908 - 50 Avenue	11B	8	1622843	Commercial Business - GYM (PARKING REQUIREMENT)	MPC - April 21, 2026
26DP05-01	5-May-26	4661 - 45 Avenue	1	1	1720649	HOME OCCUPATION- TELECOMMUNICATIONS (TEMPORARY W/ VARIANCES) - JULY 31, 2026	YES-TEMPORARY
26DP06-01	3-Jul-26	4661 - 45 Avenue	1	1	1720649	CAMPGROUND - PHASE 1 (39.22 Acres)	YES
26DP07-01	28-May-26	4916 - 50 Avenue	9	8	3321BQ	HOT TUB	YES
26DP08-01	15-Jun-26	4220 - 43 Avenue	18	1	O423757	SDD\W DECK & ATTACHED GARAGE	YES
26DP09-01	28-Jun-26	5615 Ste. Anne Crescent	34	4	6376KS	GARAGE	YES
26DP10-01	28-Jun-26	4727 - 52 Street	14	12	3321BQ	DECK	YES
26DP11-01	13-Jul-26	4419 - 43 Avenue	3	2	O423757	SDD\W ATTACHED GARAGE	YES
26DP12-01	25-Aug-26	4708 - 44 Street	22	3	6604AO	SDD\W COVERED DECK - W/VARIANCE	MPC - AUG 18, 2026
26DP13-01	4-Aug-26	4828 - 59 Street	A	5	9020757	DETACHED GARAGE W\SIDE YARD VARIANCE	YES
26DP14-01	25-Aug-26	4908 - 50 Avenue	11B	8	1622843	ADDITIONAL USE - LIQUOR SALES	YES
26DP15-01	7-Aug-26	4908 - 55 Street	2	3	201BT	SOLAR PANELS	YES
26DP16-02	25-Aug-26	5231 - 50 Avenue	8	2	3321BQ	GARAGE	MPC - OCT 6, 2026
26DP17-01	29-Aug-26	5128 - 49 Avenue	10	3	3321BQ	DEMOLITION OF SHED	YES
26DP18-01	3-Oct-26	5007 - 59 Street	14	9	3653	DEMOLITION OF DWELLING AND ACCESSORY BLDGS	YES
26DP19-01	7-Oct-26	5231 - 48A Avenue	3A	19	2422156	DEMO OF CABIN & PLACEMENT OF MODULAR\SUNROOM	YES

aboffice@albertabeach.com

From: Tara Elwood <taraelwood@albertabeach.com>
Sent: October 2, 2026 9:01 PM
To: Kathy Skwarchuk
Subject: Fwd: 2027 Fire Services Training Program Grant
Attachments: Minister letter EO.pdf; Untitled attachment 00007.htm

Tara Elwood
Mayor
Village of Alberta Beach
Director Villages West
Alberta Municipalities

Begin forwarded message:

From: firecomm@gov.ab.ca
Date: October 2, 2026 at 16:11:35 MDT
To: Taralyn Elwood <taraelwood@albertabeach.com>
Subject: 2027 Fire Services Training Program Grant

Good afternoon,

Please see attached letter. No hard copy to follow.

Thank you

Sent on behalf of

Dan Williams, ECA

Minister of Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR123550

September 29, 2026

Dear Elected Officials:

Thank you for the important work you do to serve and protect your community – public safety is always a priority and fire services are core to that. I am pleased to announce that the application for the 2027 Fire Services Training Program grant is open, and the total amount of grant money is \$500,000. The grant guidelines and application form are available at www.alberta.ca/fire-services-training-grant.aspx.

Municipal Affairs has refreshed the guideline, including revised program dates and the addition of 'enhancement of fire service skills competency course' as a relevant use of training funds. The application form has also been updated for ease of completion.

This grant provides supplemental funding supports to municipalities and Indigenous communities to help ensure their local fire services are adequately trained to respond safely and effectively based on identified risks. Courses approved for delivery under this grant will support key outcomes of preserving public safety, encouraging the management of community risk by local authorities, and ensuring firefighters are able to receive training in alignment with best practices.

Please forward this information to your chief administrative officers and fire chiefs so they may complete the application form. Collaboration involving multiple municipalities is permitted but not required. Please note the application deadline is November 2, 2026.

If you have any questions regarding the grant applications or the program guidelines, please contact Municipal Affairs at 1-866-421-6929, or at firecomm@gov.ab.ca.

This grant program will assist fire departments across the province to be prepared with the knowledge and skills to protect their communities. I look forward to reviewing your 2027 Fire Services Training Program submissions.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs

13. b

aboffice@albertabeach.com

CC: Council

From: Dylan Bressey <president@abmunis.ca>
Sent: September 17, 2026 11:34 AM
Cc: Mike.Decker@gov.ab.ca
Subject: Attend Technical Webinar on Police Funding Model

Dear Mayors, Reeves, Councillors, and CAOs:

I would like to invite you to attend a technical session on the Police Funding Model (PFM) on **October 28, 2026, from 6:00 p.m. – 7:30 p.m.** The purpose of this session, which is exclusively for ABmunis members with populations under 5,000, is to provide municipal elected officials and senior administrative staff with information regarding the technical design and implementation of the PFM.

The session will include a presentation from Deputy Minister Justin Krikler and Public Safety and Emergency Services staff, followed by an opportunity for questions and discussion. Please note that this session is intended to support municipal implementation of the updated PFM. It will focus on technical design and implementation and will not revisit policy decisions related to the model. You can register for the session [here](#).

If you have questions you would like considered during the session, please submit them to Kelly Santarossa, Senior Policy Analyst, at kelly@abmunis.ca by **October 14, 2026**, and they will be forwarded to Public Safety and Emergency Services in advance.

Feel free to reach out to Kelly if you need any more information about this event.

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.

aboffice@albertabeach.com

From: Dylan Bressey <president@abmunis.ca>
Sent: Wednesday, October 7, 2026 4:17 PM
To: Kathy Skwarchuk
Subject: Update on RCMP Collective Bargaining

Dear Municipal Colleagues:

I am writing to share an update on the current RCMP collective bargaining process. This update is based on a presentation by Treasury Board Canada (TBC) at a September 22, 2026, Contract Management Committee meeting. The Contract Management Committee is the forum through which municipal, provincial, territorial, federal, and RCMP representatives discuss issues related to the Provincial and Municipal Police Services Agreements.

Background

The first RCMP collective agreement expired on March 31, 2023, and included a total compounded increase of 24% to RCMP base salaries over five years. The second collective agreement expired on March 31, 2025, and included a 4% salary increase per year over two years, as well as a one-time allowance of \$2,500.

The National Police Federation (NPF), which represents regular RCMP members, served the Government of Canada with notice to bargain in December 2024. The parties exchanged proposals in May 2025, and after further discussion and negotiation, bargaining proceeded to mediation in May 2026. According to TBC, wages were the only remaining outstanding issue following the May meetings, and the Government of Canada was hopeful that a new collective agreement would be reached in fall 2026, after additional mediation sessions over the summer.

Following the election of a new board and president, the NPF adopted a markedly different approach to negotiations. TBC reports that while the NPF attended one additional mediation session in July 2026, negotiations have since stalled. Although TBC is in contact weekly with union lawyers, these lawyers have yet to receive any directions for future negotiations. According to TBC, the NPF has not yet established a consensus bargaining position following the election of a new board and president, contributing to the current pause in negotiations. TBC is hopeful that the bargaining process will resume by Spring 2027; however, no timeline has been established to date. While negotiations remain stalled, municipalities should continue planning for future increases in RCMP policing costs.

What does this mean for ABmunis members?

ABmunis members that are policed by the RCMP should keep in mind that RCMP policing costs are projected to rise again once collective bargaining concludes, potentially as early as next year.

For municipalities that have Municipal Police Service Agreements (municipalities with populations over 5,000 policed by the RCMP), your multi-year financial plans (MYFPs) should already include an estimate of the impact of salary increases over the next five years to help with planning. Please note, however, that the final agreement could result in increases above and beyond the estimated rate used in your MYFP, as has happened in the past.

For municipalities that fall under the Provincial Police Service Agreement and are subject to the provincial police funding model (municipalities with populations under 5,000), the financial impacts of a new collective bargaining agreement are less clear. An updated police funding model came into effect on April 1, 2026. While this model states that municipal contributions “will be based on actual frontline policing costs from the most recently completed fiscal year”, it is unclear whether retroactive salary costs are considered part of “actual frontline policing costs”. Municipalities can request preliminary five-year cost estimates under the updated model by emailing abpfm@gov.ab.ca. However, please be aware that these estimates are calculated using 2024-25 provincial policing costs and assuming an 8% annual increase, which may not accurately reflect the financial impacts of the final collective bargaining agreement.

Next Steps

While significant uncertainty remains regarding both the timing and cost implications of a new agreement, municipalities should consider building contingencies into their 2027 budgets. ABmunis will continue to share updates as they become available and will continue advocating on members' behalf through the Contract Management Committee

As always, if you have any questions, concerns, or feedback to share, please feel free to contact me directly. You can also reach out to Kelly Santarossa, Senior Policy Analyst, who supports ABmunis' Policing, Justice, and Emergency Management Committee and represents ABmunis on the Contract Management Committee, at kelly@abmunis.ca or 780-419-4315.

Sincerely,

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.***

aboffice@albertabeach.com

From: taraelwood@albertabeach.com
Sent: Friday, October 9, 2026 1:14 AM
To: Alberta Beach Village of; Alix Village of; Bawlf Village of; Berwyn Village of; Big Valley Village of; Bittern Lake Village of; Breton Village of; Clive Village of; Delburn Village of; Donalda Village of; Donnelly Village of; Edberg Village of; Elnora Village of; Girouxville Village of; Hay Lakes Village of; Hines Creek Village of; Nampa Village of; rosalindvillage@xplornet.com; Rycroft Village of; Spring Lake Village of; Warburg Village of
Cc: Scott Lundy
Subject: Villages West Update: Funding, Public Safety and Municipal Advocacy

Dear Villages West Mayors, Councillors and CAOs,

I'm pleased to share the following update on Alberta Municipalities' advocacy priorities and initiatives. For our villages, rising costs, limited tax bases and the demands of maintaining essential services make sustainable municipal funding especially important. Your experiences help ensure our advocacy reflects the realities of smaller communities.

2027 provincial budget priorities

Alberta Municipalities is calling on the province to strengthen its partnership with municipalities through:

- Predictable, flexible and long-term infrastructure funding.
- Protection of off-site levies and investment in infrastructure that supports housing.
- Phased increases in Family and Community Support Services (FCSS) funding.
- A collaborative review of Alberta's fiscal framework, including service responsibilities and municipal revenue tools.

The infrastructure funding request includes increased support through the Local Government Fiscal Framework and complementary water, wastewater and transportation programs. Alberta Municipalities is also advocating for allocation-based programs that reduce grant administration and give communities flexibility to address local needs.

Property taxes and financial sustainability

The *Property Taxes Reimagined* initiative examines how inflation, infrastructure needs, provincial requisitions, reduced funding and additional responsibilities place pressure on municipal property taxes.

The next phase focuses on potential solutions, including municipal responsibilities, revenue tools and opportunities to lower costs. Municipal leaders need a meaningful role in determining which order of government delivers services and how those services are funded.

Member resources include property assessment and taxation guidance, education property tax materials, and information about policing costs for municipalities under 5,000 population. These can help councils explain the pressures behind residents' tax bills.

Police funding and local accountability

The September update reports that some municipalities received initial estimates showing policing costs increasing by 120% to 320% over five years under the new police funding model. These estimates vary by municipality.

AB munis is collecting invoices and estimates to better assess the impacts. Please send your municipalities information to **Kelly Santarossa, Senior Policy Analyst, at kelly@abmunis.ca**.

Advocacy priorities include an equitable model that reflects service demand and ability to pay, stronger accountability, and reinvestment of funds into front-line policing and public safety. Municipalities contributing financially must also have meaningful input into local policing priorities—"say with pay."

Alberta Municipalities has not adopted a formal position on replacing the RCMP with the Alberta Sheriffs Police Service. It supports municipal choice and is seeking clarity on service levels, costs and the new service's funding model.

FCSS and community prevention

Alberta Municipalities is seeking a phased increase in provincial FCSS funding toward approximately **\$162 million**, with annual indexing once funding reaches an appropriate level. This remains a shared provincial-municipal investment through the 80/20 partnership.

Locally delivered prevention programs help seniors, youth, families and newcomers while reducing pressure on health care, policing and emergency services. Many municipalities already contribute beyond their required share to sustain these programs.

The updated FCSS Advocacy Toolkit includes support for developing local stories. Please use these examples in conversations with your MLA and share the impacts of funding shortfalls.

Housing, infrastructure and development

Alberta Municipalities is advocating for federal infrastructure funding that respects local priorities and works for Alberta communities. Water, wastewater, roads and other essential assets must be in place to support housing development.

Work is also underway on an off-site levy framework, including practical guidance and an Excel template to help municipalities develop clear, defensible levy models. The September update identifies November 2026 as the anticipated availability of the tool.

Alberta Municipalities is participating in the Minister's Council on Infrastructure Financing to examine additional financing options, including municipal borrowing limits, bonds and tools that reduce infrastructure development risk. These discussions are intended to expand available tools while retaining off-site levies.

Health care, affordable housing and homelessness

Advocacy also includes access to rural health care, affordable housing and community prevention. Alberta Municipalities has participated in rural health discussions and supported member learning on housing needs assessments and the municipal role in housing.

Nurse practitioner advocacy demonstrates the value of sustained municipal action. Beginning with a resolution from the Village of Wabamun, successive advocacy efforts helped support expanded primary care options, including service in rural communities such as Wembley.

Please share local challenges involving access to primary care, seniors' housing, affordable housing or homelessness so the experiences of villages are reflected.

Fire services and emergency preparedness

Alberta Municipalities is raising concerns about the growing cost of fire apparatus and the increasing complexity of emergency response.

Its advocacy seeks renewed federal investment in equipment, training, interoperability and emergency planning; recognition of municipal fire departments as critical emergency management infrastructure; and Canadian fire service standards that provide practical guidance for municipalities.

These issues have direct implications for villages managing limited budgets and local or regional service arrangements.

ICFs and municipal governance

Alberta Municipalities, RMA and Municipal Affairs are working on an updated ICF Workbook to support intermunicipal collaboration.

Alberta Municipalities also submitted feedback on the proposed Councillor Accountability Framework in August. At the time of the September update, timelines for the framework and further Bill 28 regulations had not been provided.

Members who have been contacted by the Alberta Insurance Council about holding an insurance license while serving on municipal council are encouraged to contact advocacy@abmunis.ca.

Advocacy results relevant to villages

Several examples demonstrate how member-driven advocacy benefits our communities:

- **Municipal borrowing:** Reversal of the provincial interest-rate surcharge reduces the cost of provincial loans. Estimated savings range from \$50,000 to \$77,000 per \$1 million borrowed over a 20-year term.
- **Grants in Place of Taxes:** Funding was restored to 100% of eligible property taxes on provincial properties in 2026, benefiting municipalities with qualifying provincial buildings.
- **Golf cart pilot:** Municipal advocacy helped establish a five-year pilot allowing approved municipalities to authorize golf carts on designated roads, subject to provincial approval and local bylaws.

- **Animal protection:** Member advocacy contributed to a provincial review and proposed amendments intended to strengthen enforcement and animal protection.

Alberta Municipalities is also advocating for bail and sentencing reforms alongside investment in courts, prosecution and timely access to justice.

Learning opportunities and practical resources

The September update identifies learning opportunities on grant searches, ICF dispute resolution, and resilience for municipal administrators and elected officials. The Elected Officials Education Program also offers practical governance training. Please check *The Weekly* and eoep.ca for registration information and current schedules.

Resources available to support councils and administration include:

- The council-CAO-administration relationships toolkit.
- Privacy legislation guides for elected officials and administrators.
- The municipal social media toolkit.
- Property assessment and taxation guidance.
- The Municipal Water Conservation Guide.

An updated municipal Asset Management Handbook is also being developed with Infrastructure Asset Management Alberta.

Member services and energy initiatives

Alberta Municipalities offers insurance through MUNIX, employee benefits, energy procurement, retirement and savings plans, and a high-interest savings account. Municipalities can contact their regional representative for an annual review of services; local non-profits may also benefit from these offerings.

The Municipal Climate Change Action Centre supports energy savings and climate resilience through technical assistance, funding and capacity building. Alberta Municipalities is advocating for predictable long-term support for this work.

The Clean Energy Improvement Program offers property-based financing for eligible energy upgrades in participating municipalities. Councils interested in these services should confirm current program availability, funding and administrative requirements directly with Alberta Municipalities.

Please share your village's priorities

I encourage you to raise these priorities with your MLA and reply with examples of the pressures facing your community, particularly:

- Infrastructure projects delayed by funding gaps.
- Policing costs and concerns about service levels.

- FCSS needs and the value of local prevention programs.
- Housing and health care barriers.
- Fire service costs and intermunicipal challenges.

Local examples make our advocacy stronger. Please also share the successes that other villages could learn from.

On a personal note,

Thank you for your continued service to your communities and for your ongoing support of me as your Director of Villages West. I appreciate your trust and the opportunity to represent you. I remain committed to listening to your concerns, staying connected and bringing our villages' priorities to the Alberta Municipalities table.

I also want to thank my fellow candidate for stepping forward. It takes courage to stand in front of our peers and colleagues, share our ideas and put our names forward to serve. I appreciate your willingness to do so and your continued commitment to our municipal communities.

Warm regards,



Tara Elwood
Mayor, Village of Alberta Beach
Director, Villages West, Alberta Municipalities
Phone: 587-879-9606
Email: taraelwood@albertabeach.com
Web: www.albertabeach.com
Box 278 Alberta Beach, AB T0E 0A0

aboffice@albertabeach.com

From: Argyriou, Aris <aris.argyriou@atco.com>
Sent: Tuesday, October 13, 2026 2:16 PM
To: aboffice@albertabeach.com
Cc: Bonokoski, Alex; Herring, Chance
Subject: Emera, ATCO & Canadian Utilities Merger Announcement

Hi Kathy,

We are writing to share that Emera, ATCO and Canadian Utilities have announced a transformational agreement that will combine complementary assets, capabilities and expertise to create a company built for long-term growth.

This merger is the largest combination of two Canadian companies in history. Emera and Canadian Utilities will combine to form a larger, more diversified, Canadian-headquartered utility and energy infrastructure company with the scale, capabilities and financial strength needed to meet growing demand across North America. The combined company will operate as Emera and maintain its public company headquarters in Halifax, and Canadian Utilities' corporate and operational headquarters will remain in Calgary and Edmonton.

While the transaction remains subject to regulatory, shareholder, stakeholder and other customary approvals (anticipated to close in the second half of 2027), we recognize that municipalities may have questions about what this announcement could mean for existing relationships and agreements with the ATCO utility companies, including franchise agreements with ATCO Gas and Pipelines Ltd. and ATCO Electric Ltd.

We are committed to keeping you informed throughout the transaction process. Importantly, we want to assure you **the announcement will not affect our ongoing commitments under our existing agreements, or our safe, reliable day-to-day operations**, service delivery, and ongoing work within your community.

Your existing contacts with ATCO remain unchanged, and we will continue to provide the same level of service, support, and engagement you have come to rely on. The long-standing relationship we have established with your community remains of the utmost importance to us, and we are grateful for the partnership we have built over the years.

Should you have any questions regarding the merger, please do not hesitate to reach out to a member of our Stakeholder Relations team. As always, for all day-to-day and local operational support, your Operations leadership contact remains at the ready to assist.

Thank you for your continued partnership and trust, and I look forward to communicating with you as this process unfolds.

Sincerely,

Aris Argyriou

Manager - Stakeholder Relations & Community Development
ATCO Energy Systems

C. 403 869 3882

A. 909 11 Ave SW, Calgary, AB T2R 1N6



[ATCO.com](#) [LinkedIn](#) [Facebook](#) [Instagram](#) [X](#)

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

13. f

aboffice@albertabeach.com

SVREMP-^{Stephen}
Janice^{Marlene}

From: david.ives@firerescueinternational.net
Sent: Sunday, October 11, 2026 6:43 PM
To: david.ives@firerescueinternational.net
Subject: FW: ICS 200 invite
Attachments: ICS 200 course flyer (2) (002).png



**Fire Rescue International
is Hosting:**

ICS 200

Incident Command System

★ Prerequisite is ICS 100



November 3 & 4, 2026



08:00-1700 both days



Alberta Beach Fire Station
4923 46a Ave, Alberta Beach, AB

**Cost: Summer Village Regional
Emergency Management
Partnership (SUREMP).**

**ATCA Zone 2 Firefighters and our
Mutual Aid Partners are \$100 and
\$200 for all others.**

No Charge for FRI & USS Members

Please RSVP by October 20th



Contact:

shari.ives@firerescuinternational.net

aboffice@albertabeach.com

From: Office Sunset Point <office@sunsetpoint.ca>
Sent: Thursday, October 8, 2026 1:54 PM
To: Marlene Walsh; Kathy Skwarchuk
Cc: Kathy Dion
Subject: RE: 2026/27 ACP - Summer Village of Val Quentin - Council Resolutions

Hi Marlene,

Please see the below noted motion for your records:

5.8 – ACP Grant Application – Regional Infrastructure and Asset Management

Res. #2026-180 MOVED by Mayor Landsperg that the Summer Village of Sunset Point supports the Summer Village of Val Quentin's (managing partner) submission of a 2026/27 Alberta Community Partnership grant application in support of the Regional Infrastructure and Asset Management Master Plan project.

Carried

If you have any questions or concerns, please do not hesitate to reach out.

Thanks,
 Jennifer Sunderman
 Chief Administrative Officer



From: Marlene Walsh <cao@valquentin.ca>
Sent: October 5, 2026 8:14 PM
To: Kathy Skwarchuk <aboffice@albertabeach.com>; Office Sunset Point <office@sunsetpoint.ca>
Cc: Kathy Dion <k.dion@valquentin.ca>
Subject: Fwd: 2026/27 ACP - Summer Village of Val Quentin - Council Resolutions

Good Evening

I am sharing the draft resolutions with you in the event your Councils wish to proceed with the ACP application previously shared with you.

Alternatively, if Alberta Beach and/or Sunset Point do not wish to proceed with this application, we will withdraw it immediately.

Thank you

Council resolutions in support of the project must be passed by the project partners. Although the grant application must be submitted on or before October 1, 2026, the supporting council resolutions must be confirmed by December 23, 2026.

For Project Manager:

So moved that the **Summer Village of Val Quentin** supports the submission of a 2026/27 Alberta Community Partnership grant application in support of the Regional Infrastructure and Asset Management Master Plan project and is prepared to manage the grant project and related compliance requirements.

The estimated project cost is \$166,667 and is calculated under a 90% provincial grant (\$150,000) / 10% municipal contribution (\$16,667) cost-share arrangement. Subject to grant approval, the partnership contribution will come from reserves and/or grants. It is anticipated that the commitment will be phased over the duration of the project.

For Project Participants:

So moved that **Alberta Beach** supports the **Summer Village of Val Quentin's** (managing partner) submission of a 2026/27 Alberta Community Partnership grant application in support of the Regional Infrastructure and Asset Management Master Plan project.

The estimated project cost is \$166,667 and is calculated under a 90% provincial grant (\$150,000) / 10% municipal contribution (\$16,667) cost-share arrangement. Subject to grant approval, the partnership contribution will come from reserves and/or grants. It is anticipated that the commitment will be phased over the duration of the project.

~~~~~

So moved that the **Summer Village of Sunset Point** supports the **Summer Village of Val Quentin's** (managing partner) submission of a 2026/27 Alberta Community Partnership grant application in support of the Regional Infrastructure and Asset Management Master Plan project.

The estimated project cost is \$166,667 and is calculated under a 90% provincial grant (\$150,000) / 10% municipal contribution (\$16,667) cost-share arrangement. Subject to grant approval, the partnership contribution will come from reserves and/or grants. It is anticipated that the commitment will be phased over the duration of the project.

Once council resolutions are in place, an email will need to be sent to the ACP program ([acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca)) before December 23, 2026 advising of this update. We can assist with this process and provide you with a draft email for your consideration to forward to the program.

Please let us know if you have any questions or require additional information.

Thank you,

Marianne

**Marianne Bobik**  
Grant Specialist  
Cel. (780) 720-0062  
Email. [mbobik@mpe.ca](mailto:mbobik@mpe.ca)  
[www.mpe.ca](http://www.mpe.ca)



**aboffice@albertabeach.com**

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**From:** Office Sunset Point <office@sunsetpoint.ca>  
**Sent:** Thursday, October 8, 2026 2:06 PM  
**To:** Marlene Walsh; Kathy Skwarchuk  
**Subject:** Joint ICF

Good afternoon, ladies,

Please see the below noted motion regarding the above noted:

### **7.1 – Joint ICF**

**Res. #2026-181** MOVED by Deputy Mayor Jones to direct administration to advise the Joint Tri-Village that the Summer Village of Sunset Point are not in favour of a joint ICF.

Carried

If you have any questions or concerns, please do not hesitate to reach out to me.

Thanks,  
Jennifer Sunderman  
Chief Administrative Officer



**aboffice@albertabeach.com**

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**From:** Laurie Haak <LHaak@yrl.ab.ca>  
**Sent:** September 2, 2026 11:29 AM  
**Subject:** Council Board Appointments  
**Attachments:** YRL Board Appointment Form.docx; YRL Board Oversight, Appointments and Meetings - September 2026.pdf; MA Appointments to the Library System Board - September 2024.pdf

Dear CAOs,

When you appoint someone to the YRL Board at your organizational meeting, **please return the attached Board Appointment Form.**

**Note:** If you do not make an appointment to YRL, please let me know.

Also attached for your reference are the following two documents:

- 2026 YRL Board Oversight, Appointments and Meetings, and
- Appointments to the Library System Board, A Fact Sheet for Library Boards and Councils, an Alberta Municipal Affairs Public Library Services Branch handout from 2024.

We look forward to working with the appointed board members to support the continued provision of valued programs and services to member public and school libraries in the YRL region.

If you have any questions or would like more information, please let me know.

Thank you and I look forward to hearing from you.

Have a wonderful day!

**Laurie Haak**

SHE/HER  
Executive Assistant

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



## YRL Board Appointments

|                                        |  |                             |  |
|----------------------------------------|--|-----------------------------|--|
| <b>Municipality or School Division</b> |  |                             |  |
| <b>Appointment Date</b>                |  | <b>Term Length in Years</b> |  |

### TRUSTEE

|                                                   |  |                 |  |
|---------------------------------------------------|--|-----------------|--|
| <b>Name</b>                                       |  |                 |  |
| <b>Mailing Address</b>                            |  |                 |  |
| <b>Home address*</b>                              |  |                 |  |
| <b>Email</b>                                      |  |                 |  |
| <b>Alternate Email</b>                            |  |                 |  |
| <b>Cell</b>                                       |  | <b>Business</b> |  |
| <b>Home</b>                                       |  | <b>Fax</b>      |  |
| Type NO to decline appointing a YRL Board Trustee |  |                 |  |

### ALTERNATE

*May attend Board meetings when trustee cannot.*

|                                                     |  |                 |  |
|-----------------------------------------------------|--|-----------------|--|
| <b>Name</b>                                         |  |                 |  |
| <b>Mailing Address</b>                              |  |                 |  |
| <b>Home address*</b>                                |  |                 |  |
| <b>Email</b>                                        |  |                 |  |
| <b>Alternate Email</b>                              |  |                 |  |
| <b>Cell</b>                                         |  | <b>Business</b> |  |
| <b>Home</b>                                         |  | <b>Fax</b>      |  |
| Type NO to decline appointing a YRL Board Alternate |  |                 |  |

**Return to Laurie Haak at [lhaak@yrl.ab.ca](mailto:lhaak@yrl.ab.ca)**

\* The Canada Revenue Agency (CRA) requires a home address, complete only if different from mailing address.

51

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

**Values** Collaboration, Inclusion, Responsiveness, and Value for Investment

### **GOVERNMENT OVERSIGHT**

- The **Alberta Libraries Act** requires library systems be governed by a **Board of Trustees** with an appointed representative from each member Municipality and School Division.
- When there are more than 20 Members, the **Alberta Libraries Regulation** require library systems to establish an Executive Committee of not more than 10 Trustees.
  - The **YRL Executive Committee** comprises five seats from municipalities with more than 17,000 residents, three seats apportioned by municipality type, one school division seat, and one seat open to any YRL trustee.

### **TRUSTEE APPOINTMENTS AND TERMS**

- Each member Municipality and School Division may appoint a Trustee and an Alternate. The individual(s) selected for the YRL Board should:
  - Be an elected official, a library board trustee, or a community member.
  - Strongly believe in, and be committed to, the importance of libraries.
  - Be knowledgeable and skilled in one or more areas of governance: advocacy, finance, personnel, policy, and/or services.
  - Be prepared to stand for and/or to elect the Executive Committee.
- A continuous three-year term (or three sequential one-year terms) is recommended.

### **MEETINGS**

- The **Board of Trustees** meets in March, June, October and December, and they are responsible for the **YRL Master Membership Agreement**, approving both the annual budget and audited financial statements, and appointing an auditor.
  - **Next Meeting – October 5, 10:00 a.m. to 12:00 p.m.**
  - **Annual Organizational Meeting – December 7, 10:00 a.m. to 12:00 p.m.**
- The **Executive Committee** meetings are in February, April, May, August, September and December, and they are responsible for framing policy, setting priorities, developing **strategic plan goals and objectives**, and employing qualified staff to operate the library.
  - **Next Meeting – December 7, 12:00 p.m. to 1:00 p.m.** (following the Board meeting)
- **Orientation for Trustees and Alternates – January 25, 2027, 10:00 a.m. to 1:00 p.m.**

### **CONTACT US**

For additional trustee and board information, please refer to the **YRL website** or contact Laurie Haak, Executive Assistant, at [lhaak@yrl.ab.ca](mailto:lhaak@yrl.ab.ca).

52

# Appointments to the Library System Board

## A Fact Sheet for Alberta Public Library Boards and Councils

### Becoming a System Member

Regional library systems provide their members with a variety of services, which may include dedicated consultants, technical support, collection development assistance, and training. The systems also distribute the Public Library Network services provided by the province to its member libraries. These services include interlibrary loan software and delivery, an econtent suite, SuperNet, and services to the print disabled community as well as Indigenous persons living on reserve.

As per the *Libraries Act*, a jurisdiction, such as a municipality, improvement district, special area, Metis settlement or school authority, may become a system member. A jurisdiction may determine that local library services can be enhanced by joining a library system. Jurisdictions have the option to join a library system.

To become a member, a jurisdiction must agree to the terms of the system agreement and receive approval from the Minister responsible for libraries to join the system. If a municipality has a local municipal or intermunicipal library board, the local board must agree to receive system services.

As system members, jurisdictions have the ability to appoint an individual to the library system board. Jurisdictions are more than just system members -the library system IS its members. Members contribute to the functionality of the system and its services via the voices appointed to the system board.

### Appointment Basics

#### Board Members

As per the *Libraries Act*, the council of each jurisdiction that is a member of a library system may appoint an individual to the library system board. Only the council of the jurisdiction that is a signatory to the system agreement has the authority to appoint members. When making an appointment, council should include the name of the individual(s) being appointed and their term length in the motion. As systems are comprised of jurisdictions, an individual appointed to the board is considered a representative of that jurisdiction. Whereas local municipal and intermunicipal boards are made up of individual members with their own perspectives and ideas, system board members

represent the perspectives and ideas of the jurisdiction as a whole. Therefore, the Libraries Regulation allows for an alternate to be appointed to a system board to attend board meetings in the event that the representative cannot. An alternate must give notice that they are attending a meeting of the board, and may not act in place of the primary board member at more than 2 consecutive meetings without the system board's approval.

### Term Limits

Library system board members are appointed for a term not exceeding 3 years. A system board member must have a specified term, and cannot be appointed to serve for more than 9 consecutive years. If council wishes to have an individual on the system board for longer than 3 terms, 2/3 of the majority of council must vote in favour of re-appointing that individual for another term. This 2/3 majority vote must occur every time the individual is re-appointed. If a former board member who has not served on the system board for a period of time seeks to be appointed to the board again, council may appoint this individual for a brand new term, regardless of whether they served 9 consecutive years during their previous time on the board.

### Selecting Board Members

Council has the prerogative to decide who is appointed to the library system board. Often, councils will appoint councillors to the system board. While permitted, it is not required that council appoint a councillor to this board. Council may appoint any resident of the jurisdiction as a representative. It is best practice that the individual appointed to the system board from a municipality have some ties to the local municipal or intermunicipal board. This is to ensure the system representative is familiar with local board issues, as well as the functionality of the local library service points, and is therefore able to bring concerns to the table on their behalf.

An individual can serve on both the local and the system boards should council desire, but each appointment must be made separately.

## Board Turnover

Once a board member's term expires, councils have two options – appoint the individual again (ensuring 2/3 of council has approved the resolution if beyond 9 years), or opt not to reappoint. In the latter case, council should appoint another individual to the board as soon as reasonably possible.

Consecutive terms may not exceed nine years total (unless 2/3 of council approves) to allow for turnover of library board membership and allow new individuals to be appointed and share their perspectives. Other community members should have the opportunity to have a voice at the table should they wish to.

## The Importance of Ensuring ALL Board Members are Appointed

Having individuals on the library system board that are not appointed by council not only poses a significant legal risk to the board and jurisdiction, but to the individual who is not appointed. Decisions and motions made at board meetings, if challenged, would not be likely to hold up in a court of law. Minutes signed by a board member who is not legally appointed would technically not be approved from a legal standpoint.

While it is important that board members are appointed when first selected for the board, it is also important that council track when the board member's term is expiring to ensure they are appointed for another term (if being reappointed) before their current

appointment expires. If a gap exists between appointments, any voting or motions made by that individual would not be legally valid. A Board Member Tracker Template is included with this information sheet.

## Board Member Responsibilities

As representatives of the member jurisdiction, system board members are expected to attend all meetings of the library system board, be familiar with the work of the board, and serve on committees as the board requires. It is important that a municipal system representative have regular communication with the local municipal or intermunicipal board to ensure they are primed on the work of the board and aware of any concerns about the services being received from the system. It will be difficult for a system board member to contribute in discussions and the decision making of the system board without this knowledge. Likewise, the representative should report back to the jurisdiction and local library board to ensure everyone is well-informed with consistent information about system services.

## Support and Resources

If you have any questions, please contact the Public Library Services Branch by phone at 780-427-4871 (toll free by dialing 310-0000 first), or by email at [libraries@gov.ab.ca](mailto:libraries@gov.ab.ca). Information is also available on the [PLSB website](https://www.albertalibraries.ca) at [www.albertalibraries.ca](https://www.albertalibraries.ca).

## Sample Board Member Term Tracking Form

<Legal name of library board>

Requirements as per the *Libraries Act*, section 16 & *Libraries Regulation*, Section 32

- A single term cannot exceed 3 years
- After 9 consecutive years, 2/3rds of that council must approve the individual being reappointed for each consecutive term thereafter by a resolution acknowledging subsequent terms (e.g. for a fourth, fifth term)
- Alternates are allowed

| Name of board member | Date of initial appointment | Current term ends | Number of terms served | History<br>(e.g. motion # or date of letter of appointment)                                    |
|----------------------|-----------------------------|-------------------|------------------------|------------------------------------------------------------------------------------------------|
| Bob Smith            | October 15, 2020            | October 15, 2025  | 2                      | Motion#12345s – appointed for a 3 year term<br><br>Motion#98765f – appointed for a 3 year term |

13. j

**aboffice@albertabeach.com**

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**From:** Laurie Haak <LHaak@yrl.ab.ca>  
**Sent:** September 28, 2026 12:36 PM  
**Cc:** YRL Chair; Karla Palichuk; Jocie Wilson  
**Subject:** YRL Draft 2027 Budget  
**Attachments:** YRL Chair Letter to Members - September 2026.pdf; YRL 2027 Budget Overview.pdf; YRL Draft 2027 Budget with Projections for 2028 to 2030.pdf

Dear CAOs and Superintendents,

Please find attached a letter from YRL Board Chair Tara Elwood, the 2027 budget overview and the **draft 2027 budget** with projections for 2028 to 2030.

The YRL Executive Committee passed a motion on August 31 recommending the YRL Board of Trustees approve the budget as presented.

The Board will meet October 5 to review the draft budget and ask questions, and they will vote on the budget at the annual organizational meeting on December 7.

Thank you and we look forward to hearing your feedback!

**Note:** This email and attachments will be sent to YRL Trustees and Member Public Library Directors/Managers for their information.

**Laurie Haak**

SHE/HER  
Executive Assistant

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



September 28, 2026

Dear Municipal Administrators and School Division Superintendents,

As you know, this year Yellowhead Regional Library (YRL) reached out to its municipal members to seek an increase in its per capita levy rate. Information was sent to every municipal member, and YRL gave presentations to 19 Councils in the region. Of its 54 members, 50 municipalities responded and 100% of municipalities approved the rate increase or accepted the report as information. **All agreed that a sustainable regional library system is worth the investment.**

This was a resounding endorsement of the value that residents receive from their local library's partnership with YRL. The rate changed from \$4.85 to \$5.60 per capita, yet YRL still remains the lowest rate among regional library systems in the province.

This increase, the first greater than two per cent since 2010, allows YRL to manage the impacts of inflation and rising costs, while continuing to deliver the services that member public and school libraries count on. Going forward, YRL will balance seeking annual inflationary-level increases with possible population increases to avoid future operational circumstances that require significant adjustments or increases.

These incremental increases, in keeping with inflation, will help YRL maintain sustainable funding and reliable ongoing services.

YRL works hard to be prudent stewards of its funding. Municipalities and school divisions can be assured of YRL's commitment to delivering on its mandate through the Master Membership Agreement and Strategic Plan, as it helps local libraries meet the needs of their residents.

Attached in this package is our proposed 2027 budget and supporting documents including projections for 2028 to 2030, as well as the results of the 2027 levy increase. **Please share these documents with your Councils and Boards to keep them informed.**

If you have any questions, I encourage you to connect with YRL Director Karla Palichuk, [kpalichuk@yrl.ab.ca](mailto:kpalichuk@yrl.ab.ca) or 780-962-2003 (toll free 1-877-962-2003), who would be pleased to respond or meet with you.

Yours truly,



Tara Elwood, Board Chair  
Yellowhead Regional Library

Libraries  
**VALUE  
BEYOND**  
words

57

# 2026 LEVY OUTCOME

**75 cents per person.  
A stronger YRL for  
everyone.**

In 2026, member municipal Councils across the region said yes to stabilizing the library system they rely on – with the new annual levy about the cost of a couple of coffees per household.

**93%**  
of councils  
responded (50/54)

**100%**  
voted in favour of the  
increase or accepted it  
as information

**0**  
municipal  
councils voted  
against the levy

Rural municipalities, urban centres, and summer villages all reached the same conclusion: a regional library system is worth protecting. One community calculated the increase at just 0.06% of its tax rate – real proof that sustaining shared library services doesn't require sacrificing local budgets. With this result, YRL is the only Alberta region securing a significant levy increase in 2026-27, closing the gap toward parity with its counterparts.

## What the measured increase delivers

### Shared Collections & Catalogue

Access to a TRAC-wide catalogue of nearly 3 million items and 800,000+ titles, with fast circulation between member libraries.

### Cataloguing & Processing

Barcodes, covers, and spine labels handled at no additional cost for items ordered through YRL.

### Collections Funding

An annual per-capita allotment for every member library to acquire books, audio-visual, and other materials – with supplier discounts, free shipping, and rollover on unspent funds.

### Training & Development

On-demand support by phone, in person, and online – webinars, written guides, and self-paced courses for every member's staff.

### IT & Network Support

Helpdesk service, after-hours emergency support, and network security across the shared TRAC infrastructure.

### Regional Reach

Service to 54 municipalities and roughly 300,000 Albertans – rural and urban, public and school libraries.

The new levy allows YRL to meet the demands of inflation and rising costs while still delivering the services member libraries count on. Even with the increase, YRL still has the lowest levy rate in the province.

Thank you to every councillor, chief administrative officer, board member, and library champion who made the case – and made the vote – for a library system built to last.

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# Charting the Course Together: Navigating Ambiguity

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## Introduction

YRL is a member-facing, customer-focused organization. The scope of the support provided by YRL is defined by the Alberta **Libraries Act** and **Libraries Regulation**, and the **YRL Master Membership Agreement** and **Strategic Plan**. This budget supports the second year of our first-ever five-year plan of service and reflects a historical levy increase passed by two-thirds of the municipalities representing two-thirds of the population served by YRL. We use an integrated planning process that links mission, vision, values and priorities to coordinate and drive all planning and resource allocation operations.

Determining YRL's cost of routine expenses (organizational commitments and operations) while balancing strategic planning efforts is a part of the annual budget process.

Not all components of the strategy will need direct funding, as some tasks might need new processes or procedures, as well as a reallocation of resources (staff time).

## Budget Process

- Accounting assessed organizational commitments, projected interest rates and inflationary increases based on the current situation and average actual expenses over the past three years.
- Administration reviews policies and procedures which impact and influence budget decision or direction.
- Administration reviews the **Strategic Plan 2026-2030** to begin planning priorities and contingencies over the next four years.
- Managers confirm organizational commitments (license agreements, hardware replacement obligations), project staffing requirements, and assess projects based on operational commitments and strategic priorities.
- Administration reviews requests and rationale with the managers, adjusts budget amounts, and evaluates plans with consideration of the ad hoc Finance Committee direction and prior YRL Executive Committee and Board of Trustees discussions.

# 2027 Budget Overview

## Overview

### Administration

The official population figures for public library services are taken from Alberta Municipal Affairs. The population remains steady, with few changes projected for 2027. The proposed budget includes the newly passed levy rate of \$5.60 per capita for municipalities. The levy rate for system services for schools remains stable at \$15.71 per full-time equivalent student.

The proposed budget expenditures are aligned to support the **Strategic Plan 2026-2030** focusing on the key priority areas of environments, people and technology. This budget proposal:

- ➔ Recognizes the need for YRL managers and staff to operationalize the new strategic plan, including implementation of new tools and services after evaluating offerings in 2026.
- ➔ Plans for ongoing training needs for our libraries to support core operational services for patrons promotions and communications, patron incidents and accurate statistical data. Professional development is planned to support YRL staff in building their skills to support these transitions.
- ➔ Addresses key infrastructure changes as the TRAC servers move from an on-premise service to the cloud-hosted environment.
- ➔ Addresses the development needs of the YRL Board of Trustees and municipal library board members.
- ➔ Reflects acknowledgement of the levy increase in the current environment aligning with the Compensation Philosophy Policy to offer grid increases only in 2027.

Projects for 2027 include re-allocating and evaluation of staff time as YRL moves away from providing **TRAC** central site contract services. New administrative projects to operationalize AI usage in a safe, responsible and ethical manner will support libraries in navigating similar challenges in their communities. YRL will continue to lead in areas of privacy legislation, support Bill 28 impacts, and is poised to receive the challenges and opportunities that arise in 2027.

# 2027 Plans



## **Technology Strategize**

YRL starts a new era in 2027!  
We are no longer TRAC central site.

## **Environment Lead**

YRL will operationalize using AI in a safe, responsible, ethical manner and support libraries in navigating similar challenges in their communities.

## **People Strategize + Sustainability**

YRL will operationalize the needs identified with usage patterns in eResources to continue developing sustainable collections.

## **People Engage + Safety and Security**

YRL will develop a new plan to build on psychological health and safety and well being.

## **People Engage + Trust**

YRL will continue to support member libraries with training, consultation and professional expertise.

## **People Lead + Assessment**

YRL will investigate and implement more statistical and data support that highlights library usage in local communities.

61

# Yellowhead Regional Library Draft 2027 Budget

## General Fund

| REVENUE                           | 2025               | 2026               | 2027                | VARIANCE         |                                                                                                                                                                                                                                         |
|-----------------------------------|--------------------|--------------------|---------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| R1 Additional Allotment           | \$ 180,000         | \$ 200,000         | \$ 200,000          | \$ -             | Additional allotment purchased by member libraries; offset in Line E16: <i>Purchases - Allotment</i> .                                                                                                                                  |
| R2 Contract Services              | \$ 85,904          | \$ 85,904          | \$ 21,476           | \$ (64,428)      | TRAC Central Site Agreement; decrease due to Polaris cloud migration and contract ending in April 2027.                                                                                                                                 |
| R3 Interest                       | \$ 136,000         | \$ 180,000         | \$ 120,000          | \$ (60,000)      | Estimate based on average account balances and dropping interest rates.                                                                                                                                                                 |
| R4 Local Appropriations           | \$ 1,430,809       | \$ 1,460,920       | \$ 1,695,310        | \$ 234,391       | Increased to \$5.60 per capita based on Municipal Affairs latest official population figures (2025) remaining stable; increase due to levy increase approved by municipal members in July 2026.                                         |
| R5 Non-allotment Sales            | \$ 200,000         | \$ 200,000         | \$ 200,000          | \$ -             | Prediction for the volume of non-allotment purchases; reflects trend of last three years; offset in Line E18: <i>Purchases - Non-allotment</i> .                                                                                        |
| R6 Operating Grant                | \$ 1,465,449       | \$ 1,465,449       | \$ 1,465,449        | \$ -             | Public Library Services Branch operational grant based on 2019 population figures and remaining at \$4.75 per capita; includes Library Services Grant paid out to libraries and offset in Line E9: <i>Library Grant Disbursements</i> . |
| R7 Other Grants                   | \$ 31,926          | \$ 27,746          | \$ 27,746           | \$ -             | Public Library Services Branch On-Reserve/On-Settlement Grant; offset in Line E13: <i>On-Reserve/On-Settlement Grant</i> .                                                                                                              |
| R8 School System Levy             | \$ 156,595         | \$ 155,812         | \$ 152,811          | \$ (3,001)       | Reflects recent trend of relatively stable student populations and no levy increase for 2027.                                                                                                                                           |
| R9 Workshop and Conference        | \$ 12,000          | \$ 12,000          | \$ -                | \$ (12,000)      | Revenue from workshop and conference attendees; offset in E24: Workshops and Conferences.                                                                                                                                               |
| <b>TOTAL REVENUE</b>              | <b>\$3,698,683</b> | <b>\$3,787,831</b> | <b>\$ 3,882,793</b> | <b>\$ 94,962</b> |                                                                                                                                                                                                                                         |
| EXPENSES                          | 2025               | 2026               | 2027                | VARIANCE         |                                                                                                                                                                                                                                         |
| E1 Bank Charges and Miscellaneous | \$ 2,780           | \$ 3,500           | \$ 3,500            | \$ -             | Bank and credit card fees, and miscellaneous charges.                                                                                                                                                                                   |
| E2 Building Maintenance           | \$ 45,000          | \$ 48,500          | \$ 50,925           | \$ 2,425         | Non-capital building maintenance (mechanical, cleaning, incidentals); increase due to inflation of labour and material costs.                                                                                                           |
| E3 Membership Support             | \$ 2,500           | \$ 2,500           | \$ 2,500            | \$ -             | Technical fixes/replacement of equipment; includes Technology Services staff travel to member libraries (fuel, meals and, if required, hotels).                                                                                         |
| E4 Delivery                       | \$ 50,547          | \$ 50,500          | \$ 53,025           | \$ 2,525         | Direct non-salary costs of YRL delivery system.                                                                                                                                                                                         |
| E5 Employee Benefits              | \$ 381,763         | \$ 373,772         | \$ 412,873          | \$ 39,101        | Reflects known Canada Pension Plan increases and estimate of benefit premium increases.                                                                                                                                                 |
| E6 Employee Salaries              | \$ 1,931,281       | \$ 2,065,292       | \$ 2,043,501        | \$ (21,791)      | Reflects known staff changes, director's contract, and estimate of grid increases; decrease due to estimate of new staff paid lower on the grid.                                                                                        |
| E7 Insurance                      | \$ 20,000          | \$ 20,000          | \$ 20,000           | \$ -             | Alberta Municipal Services Corporation provides all coverages (auto, building, liability, cybersecurity).                                                                                                                               |
| E8 Leases and Licensing           | \$ 188,296         | \$ 153,700         | \$ 173,500          | \$ 19,800        | Licensing costs for software/equipment leasing and maintenance (often reactive); increase due to new YRL Fortiguard costs with cessation of TRAC Central Site Contract.                                                                 |
| E9 Library Grant Disbursements    | \$ 60,486          | \$ 60,486          | \$ 62,028           | \$ 1,542         | Funds distributed to designated libraries, as directed; offset in Line R6: <i>Operating Grant</i> .                                                                                                                                     |
| E10 Library Supplies and Shipping | \$ 48,000          | \$ 40,000          | \$ 45,000           | \$ 5,000         | Processing supplies (mylar, labels, barcodes) and incoming shipment charges; increased costs communicated by vendors in 2026.                                                                                                           |

# Yellowhead Regional Library Draft 2027 Budget

## General Fund

| EXPENSES                                  | 2025                | 2026                | 2027                | VARIANCE        |                                                                                                                                                                                                                          |
|-------------------------------------------|---------------------|---------------------|---------------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| E11 Memberships                           | \$ 20,600           | \$ 20,600           | \$ 20,600           | \$ -            | Alberta Library Trustees' Association, Library Association of Alberta, The Alberta Library, and Canadian Urban Libraries Council.                                                                                        |
| E12 Office Supplies and Equipment         | \$ 23,000           | \$ 20,000           | \$ 10,000           | \$ (10,000)     | General office supplies and internal hardware/software; decrease due to actuals spent on capital asset office furniture replacement in 2024/2025.                                                                        |
| E13 On-Reserve/On-Settlement Grant        | \$ 27,746           | \$ 27,746           | \$ 27,746           | \$ -            | Offset in Line R7: Other Grants.                                                                                                                                                                                         |
| E14 Printing and Promotion                | \$ 5,500            | \$ 5,500            | \$ 3,000            | \$ (2,500)      | Printing costs for communications and advocacy work; YRL portion of regional library system trade show participation costs.                                                                                              |
| E15 Professional Services                 | \$ 189,430          | \$ 148,500          | \$ 154,000          | \$ 5,500        | Annual audit fee increase; technical support and incidental legal expenses; majority due to ACSI (IT) managed services; communications contract increased based on needs.                                                |
| E16 Purchases - Allotment                 | \$ 350,000          | \$ 350,000          | \$ 350,000          | \$ -            | Allotment maintained at \$0.75 per capita for public libraries and \$1.00 per FTE student for school libraries; includes additional allotment purchased by member libraries and offset in Line R1: Additional Allotment. |
| E17 Purchases - HQ Collections            | \$ 268,000          | \$ 243,500          | \$ 200,000          | \$ (43,500)     | New/current online content; majority negotiated by The Alberta Library for members; decrease due to actual needs based on new eContent Strategy for current plan of service.                                             |
| E18 Purchases - Non-allotment             | \$ 200,000          | \$ 200,000          | \$ 200,000          | \$ -            | Offset in Line R5: Non-allotment Sales.                                                                                                                                                                                  |
| E19 Staff Travel Expenses/Recruitment     | \$ 16,500           | \$ 10,000           | \$ 8,000            | \$ (2,000)      | Non-IT staff travel (fuel, meals and, if required, hotels); recruitment-related costs; decrease due to actual needs.                                                                                                     |
| E20 Staff Professional Development        | \$ 53,200           | \$ 32,300           | \$ 32,300           | \$ -            | Includes training, technical training and conference; continuing education.                                                                                                                                              |
| E21 Telephone and Utilities               | \$ 100,175          | \$ 96,075           | \$ 88,000           | \$ (8,075)      | Off-site data service fees; decrease due to actual needs.                                                                                                                                                                |
| E22 TRAC Expenses                         | \$ 244,771          | \$ 228,212          | \$ 246,000          | \$ 17,788       | YRL portion of TRAC budget; capital hardware purchases; increase due to actual costs in 2026.                                                                                                                            |
| E23 Trustee Expenses                      | \$ 33,975           | \$ 30,000           | \$ 26,000           | \$ (4,000)      | Board and committee meeting costs, advocacy and conference; decrease due to operational results.                                                                                                                         |
| E24 Workshops and Conference              | \$ 37,050           | \$ 20,000           | \$ 20,000           | \$ -            | Stronger Together Conference and in-house workshops; remains stable due to operational results.                                                                                                                          |
| <b>TOTAL EXPENSES</b>                     | <b>\$4,300,600</b>  | <b>\$4,250,683</b>  | <b>\$ 4,252,498</b> | <b>\$ 1,815</b> |                                                                                                                                                                                                                          |
| <b>General Fund: Surplus (Deficiency)</b> | <b>\$ (601,917)</b> | <b>\$ (462,853)</b> | <b>\$ (369,706)</b> |                 |                                                                                                                                                                                                                          |
| <b>Revenue Over Expenses</b>              | <b>116.27%</b>      | <b>112.22%</b>      | <b>109.52%</b>      |                 |                                                                                                                                                                                                                          |
| <b>Cost-benefit Ratio</b>                 |                     |                     |                     |                 |                                                                                                                                                                                                                          |

63

# Yellowhead Regional Library Draft 2027 Budget 2026 Fund Reserves

|                                                            | General<br>Fund   | Equity in<br>Capital<br>Assets | Operational<br>Contingency<br>Fund | Capital<br>Fund   | Total               |
|------------------------------------------------------------|-------------------|--------------------------------|------------------------------------|-------------------|---------------------|
| Interfund Transfers Approved March 2026                    | \$ (625,222)      | \$ 655,134                     | \$ 1,981,111                       | \$ 289,623        | \$ 2,300,646        |
|                                                            | \$ 625,222        |                                | \$ (625,222)                       |                   |                     |
| <b>Balance at 2025 Year End</b>                            | <b>\$ -</b>       | <b>\$ 655,134</b>              | <b>\$ 1,355,889</b>                | <b>\$ 289,623</b> | <b>\$ 2,300,646</b> |
| <b>Excess to June 30, 2026</b>                             |                   |                                |                                    |                   |                     |
| <b>Revenue Over Expenses</b>                               | \$ 390,410        |                                |                                    |                   |                     |
| Amortization to June 30, 2026                              |                   | \$ (372,135)                   |                                    |                   |                     |
| Capital Asset Purchases<br>* includes building improvement |                   |                                |                                    |                   |                     |
| Capital Asset Disposals                                    |                   |                                |                                    |                   |                     |
| Deferred Contribution                                      |                   | \$ 160,306                     |                                    |                   |                     |
| <b>Balance at June 30, 2026</b>                            | <b>\$ 390,410</b> | <b>\$ 443,305</b>              | <b>\$ 1,355,889</b>                | <b>\$ 289,623</b> | <b>\$ 2,479,227</b> |

# Yellowhead Regional Library Draft 2027 Budget All Funds

| REVENUE       |                                     | 2025         | 2026         | 2027           |
|---------------|-------------------------------------|--------------|--------------|----------------|
|               |                                     | Budget       | Budget       | Projection     |
| R1            | Additional Allotment                | \$ 180,000   | \$ 200,000   | \$ 200,000 -   |
| R2            | Contract Services                   | \$ 85,904    | \$ 85,904    | \$ 21,476 ↓    |
|               | <i>Deferred Gov't Contributions</i> | \$ 160,307   | \$ 160,307   | \$ 160,307 -   |
| R3            | Interest                            | \$ 136,000   | \$ 180,000   | \$ 120,000 ↓   |
| R4            | Local Appropriations                | \$ 1,430,809 | \$ 1,460,920 | \$ 1,695,310 ↑ |
| R5            | Non-allotment Sales                 | \$ 200,000   | \$ 200,000   | \$ 200,000 -   |
| R6            | Operating Grant                     | \$ 1,465,449 | \$ 1,465,449 | \$ 1,465,449 - |
| R7            | Other Grants                        | \$ 31,926    | \$ 27,746    | \$ 27,746 -    |
| R8            | School System Levy                  | \$ 156,595   | \$ 155,812   | \$ 152,811 ↓   |
| R9            | Workshops and Conference            | \$ 12,000    | \$ 12,000    | \$ - ↓         |
| TOTAL REVENUE |                                     | \$ 3,858,990 | \$ 3,948,138 | \$ 4,043,100   |

| EXPENSES |                                       | 2025         | 2026         | 2027           |
|----------|---------------------------------------|--------------|--------------|----------------|
|          |                                       | Budget       | Budget       | Projection     |
|          | <i>Amortization of Capital Assets</i> | \$ 271,848   | \$ 251,346   | \$ 347,928 ↑   |
| E1       | Bank Charges and Miscellaneous        | \$ 2,780     | \$ 3,500     | \$ 3,500 -     |
| E2       | Building Maintenance                  | \$ 45,000    | \$ 48,500    | \$ 50,925 ↑    |
| E3       | Membership Support                    | \$ 2,500     | \$ 2,500     | \$ 2,500 -     |
| E4       | Delivery                              | \$ 50,547    | \$ 50,500    | \$ 53,025 ↑    |
| E5       | Employee Benefits                     | \$ 381,763   | \$ 373,772   | \$ 412,873 ↑   |
| E6       | Employee Salaries                     | \$ 1,931,281 | \$ 2,065,292 | \$ 2,043,501 ↓ |
| E7       | Insurance                             | \$ 20,000    | \$ 20,000    | \$ 20,000 -    |
| E8       | Leases and Licensing                  | \$ 188,296   | \$ 153,700   | \$ 173,500 ↑   |
| E9       | Library Grant Disbursements           | \$ 60,486    | \$ 60,486    | \$ 62,028 ↑    |
| E10      | Library Supplies and Shipping         | \$ 48,000    | \$ 40,000    | \$ 45,000 ↑    |

65

# Yellowhead Regional Library Draft 2027 Budget

## All Funds

| EXPENSES       |                                   | 2025         | 2026         | 2027 Budget  |
|----------------|-----------------------------------|--------------|--------------|--------------|
|                |                                   | Budget       | Budget       | Projection   |
| E11            | Memberships                       | \$ 20,600    | \$ 20,600    | \$ 20,600    |
| E12            | Office Supplies and Equipment     | \$ 23,000    | \$ 20,000    | \$ 10,000    |
| E13            | On-Reserve/On-Settlement Grant    | \$ 27,746    | \$ 27,746    | \$ 27,746    |
| E14            | Printing and Promotion            | \$ 5,500     | \$ 5,500     | \$ 3,000     |
| E15            | Professional Services             | \$ 189,430   | \$ 148,500   | \$ 154,000   |
| E16            | Purchases - Allotment             | \$ 350,000   | \$ 350,000   | \$ 350,000   |
| E17            | Purchases - HQ Collections        | \$ 268,000   | \$ 243,500   | \$ 200,000   |
| E18            | Purchases - Non-allotment         | \$ 200,000   | \$ 200,000   | \$ 200,000   |
| E19            | Staff Travel Expenses/Recruitment | \$ 16,500    | \$ 10,000    | \$ 8,000     |
| E20            | Staff Professional Development    | \$ 53,200    | \$ 32,300    | \$ 32,300    |
| E21            | Telephone and Utilities           | \$ 100,175   | \$ 96,075    | \$ 88,000    |
| E22            | TRAC Expenses                     | \$ 244,771   | \$ 228,212   | \$ 246,000   |
| E23            | Trustee Expenses                  | \$ 33,975    | \$ 30,000    | \$ 26,000    |
| E24            | Workshops and Conference          | \$ 37,050    | \$ 20,000    | \$ 20,000    |
| TOTAL EXPENSES |                                   | \$ 4,572,448 | \$ 4,502,029 | \$ 4,600,426 |

### All Funds: Surplus (Deficiency)

Revenue Over Expenses

General Fund: Surplus (Deficiency)

Revenue Over Expenses

|    |           |    |           |    |           |
|----|-----------|----|-----------|----|-----------|
| \$ | (713,458) | \$ | (553,891) | \$ | (557,327) |
| \$ | (601,917) | \$ | (462,852) | \$ | (369,706) |

### Capital assets:

|                                                                         |           |
|-------------------------------------------------------------------------|-----------|
| Telephone System                                                        | \$ 56,570 |
| Computers (staff desktops x5 and HVAC monitoring & software laptops x2) | \$ 15,000 |
|                                                                         | \$ 71,570 |

# Yellowhead Regional Library Draft 2027 Budget 2028-2030 Projections

| REVENUE                             | 2027<br>Projection | 2028<br>Projection | 2029<br>Projection | 2030<br>Projection |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|
| R1 Additional Allotment             | \$ 200,000         | \$ 210,000         | \$ 220,500         | \$ 231,525         |
| R2 Contract Services                | \$ 21,476          | \$ -               | \$ -               | \$ -               |
| <i>Deferred Gov't Contributions</i> |                    |                    |                    |                    |
| R3 Interest                         | \$ 160,307         | \$ 160,307         | \$ 160,307         | \$ 160,307         |
| R4 Local Appropriations             | \$ 120,000         | \$ 120,000         | \$ 120,000         | \$ 120,000         |
| R5 Non-allotment Sales              | \$ 1,695,310       | \$ 1,729,217       | \$ 1,763,804       | \$ 1,799,077       |
| R6 Operating Grant                  | \$ 200,000         | \$ 210,000         | \$ 220,500         | \$ 231,525         |
| R6 Operating Grant                  | \$ 1,465,449       | \$ 1,465,449       | \$ 1,465,449       | \$ 1,465,449       |
| R7 Other Grants                     | \$ 27,746          | \$ 27,746          | \$ 27,746          | \$ 27,746          |
| R8 School System Levy               | \$ 152,811         | \$ 155,867         | \$ 158,985         | \$ 162,164         |
| <b>TOTAL REVENUE</b>                | <b>4,043,100</b>   | <b>4,078,586</b>   | <b>4,137,288</b>   | <b>4,197,793</b>   |

| EXPENSES                              | 2027<br>Budget | 2028<br>Projection | 2029<br>Projection | 2030<br>Projection |
|---------------------------------------|----------------|--------------------|--------------------|--------------------|
| <i>Amortization of Capital Assets</i> |                |                    |                    |                    |
| E1 Bank Charges and Miscellaneous     | \$ 347,928     | \$ 347,928         | \$ 347,928         | \$ 347,928         |
| E2 Building Maintenance               | \$ 3,500       | \$ 3,588           | \$ 3,677           | \$ 3,769           |
| E3 Membership Support                 | \$ 50,925      | \$ 52,198          | \$ 54,808          | \$ 57,548          |
| E4 Delivery                           | \$ 2,500       | \$ 2,500           | \$ 2,500           | \$ 2,500           |
| E5 Employee Benefits                  | \$ 53,025      | \$ 54,351          | \$ 57,068          | \$ 59,922          |
| E6 Employee Salaries                  | \$ 412,873     | \$ 433,517         | \$ 455,193         | \$ 477,952         |
| E7 Insurance                          | \$ 2,043,501   | \$ 2,043,501       | \$ 2,043,501       | \$ 2,043,501       |
| E8 Leases and Licensing               | \$ 20,000      | \$ 20,000          | \$ 20,000          | \$ 20,000          |
| E9 Library Grant Disbursement         | \$ 173,500     | \$ 182,175         | \$ 194,927         | \$ 208,572         |
| E10 Library Supplies and Shipping     | \$ 62,028      | \$ 62,028          | \$ 62,028          | \$ 62,028          |
| E11 Memberships                       | \$ 45,000      | \$ 45,000          | \$ 45,000          | \$ 45,000          |
| E12 Office Supplies and Equipment     | \$ 20,600      | \$ 21,012          | \$ 21,432          | \$ 21,861          |
| E13 On-Reserve/On-Settlement Grant    | \$ 10,000      | \$ 12,000          | \$ 12,000          | \$ 13,000          |
|                                       | \$ 27,746      | \$ 27,746          | \$ 27,746          | \$ 27,746          |

# **Yellowhead Regional Library Draft 2027 Budget 2028-2030 Projections**

| <b>EXPENSES</b>                                                         | <b>2027</b>         | <b>2028</b>         | <b>2029</b>         | <b>2030</b>         |
|-------------------------------------------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                                                         | <b>Budget</b>       | <b>Projection</b>   | <b>Projection</b>   | <b>Projection</b>   |
| E14 Printing and Promotion                                              | \$ 3,000            | \$ 5,502            | \$ 5,503            | \$ 5,504            |
| E15 Professional Services                                               | \$ 154,000          | \$ 161,700          | \$ 174,636          | \$ 188,607          |
| E16 Purchases - Allotment                                               | \$ 350,000          | \$ 350,000          | \$ 350,000          | \$ 350,000          |
| E17 Purchases - HQ Collections                                          | \$ 200,000          | \$ 205,000          | \$ 210,125          | \$ 215,378          |
| E18 Purchases - Non-allotment                                           | \$ 200,000          | \$ 200,000          | \$ 200,000          | \$ 200,000          |
| E19 Staff Travel Expenses/Recruitment                                   | \$ 8,000            | \$ 8,000            | \$ 8,000            | \$ 8,000            |
| E20 Staff Professional Development                                      | \$ 32,300           | \$ 32,300           | \$ 32,300           | \$ 32,300           |
| E21 Telephone and Utilities                                             | \$ 88,000           | \$ 92,400           | \$ 97,020           | \$ 101,871          |
| E22 TRAC Expense                                                        | \$ 246,000          | \$ 246,000          | \$ 246,000          | \$ 246,000          |
| E23 Trustee Expenses                                                    | \$ 26,000           | \$ 26,650           | \$ 27,316           | \$ 27,999           |
| E24 Workshops and Conference                                            | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           |
| <b>TOTAL EXPENSES</b>                                                   | <b>\$ 4,600,426</b> | <b>\$ 4,655,095</b> | <b>\$ 4,718,709</b> | <b>\$ 4,786,987</b> |
| <b>All Funds: Surplus (Deficiency)<br/>Revenue Over Expenses</b>        | <b>\$ (557,327)</b> | <b>\$ (576,509)</b> | <b>\$ (581,421)</b> | <b>\$ (589,193)</b> |
| <b>Reserve Fund Transfer to (from)<br/>Operational Contingency Fund</b> | <b>\$ (557,327)</b> | <b>\$ (576,509)</b> | <b>\$ (581,421)</b> | <b>\$ (589,193)</b> |
| <b>Purchases - Capital Assets</b>                                       | <b>\$ 71,570</b>    | <b>\$ 200,884</b>   | <b>\$ 70,426</b>    | <b>\$ 528,910</b>   |

# Yellowhead Regional Library Draft 2027 Budget Member Municipal Appropriations and Allotment

| Municipality               | Municipal Affairs<br>2025 Official Populations<br>as of January 2026 | 2027 YRL Municipal<br>Appropriations<br>at \$5.60/Capita<br>(Based on 2025 Off Pop) | 2027 YRL Allotment<br>to Public Libraries<br>at \$0.75/Capita<br>(Based on 2025 Off Pop) |
|----------------------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| ALBERTA BEACH              | 864                                                                  | \$ 4,838.40                                                                         | \$ 648.00                                                                                |
| BARRHEAD                   | 4,320                                                                | \$ 24,192.00                                                                        | \$ 3,240.00                                                                              |
| BARRHEAD NO. 11, COUNTY OF | 5,877                                                                | \$ 32,911.20                                                                        | \$ 4,407.75                                                                              |
| BEAUMONT                   | 20,888                                                               | \$ 116,972.80                                                                       | \$ 15,666.00                                                                             |
| BIRCH COVE                 | 67                                                                   | \$ 375.20                                                                           | \$ 50.25                                                                                 |
| BRAZEAU COUNTY             | 7,179                                                                | \$ 40,202.40                                                                        | \$ 5,384.25                                                                              |
| BRETON                     | 567                                                                  | \$ 3,175.20                                                                         | \$ 425.25                                                                                |
| CALMAR                     | 2,183                                                                | \$ 12,224.80                                                                        | \$ 1,637.25                                                                              |
| CASTLE ISLAND              | 15                                                                   | \$ 84.00                                                                            | \$ 11.25                                                                                 |
| CLYDE                      | 415                                                                  | \$ 2,324.00                                                                         | \$ 311.25                                                                                |
| CRYSTAL SPRINGS            | 74                                                                   | \$ 414.40                                                                           | \$ 55.50                                                                                 |
| DEVON                      | 6,545                                                                | \$ 36,652.00                                                                        | \$ 4,908.75                                                                              |
| DRAYTON VALLEY             | 7,291                                                                | \$ 40,829.60                                                                        | \$ 5,468.25                                                                              |
| EDSON                      | 8,374                                                                | \$ 46,894.40                                                                        | \$ 6,280.50                                                                              |
| GRANDVIEW                  | 143                                                                  | \$ 800.80                                                                           | \$ 107.25                                                                                |
| HINTON                     | 9,817                                                                | \$ 54,975.20                                                                        | \$ 7,362.75                                                                              |
| JASPER, MUNICIPALITY OF    | 4,738                                                                | \$ 26,532.80                                                                        | \$ 3,553.50                                                                              |
| KAPASIWIN                  | 24                                                                   | \$ 134.40                                                                           | \$ 18.00                                                                                 |
| LAC STE. ANNE COUNTY       | 11,300                                                               | \$ 63,280.00                                                                        | \$ 8,475.00                                                                              |
| LAKEVIEW                   | 29                                                                   | \$ 162.40                                                                           | \$ 21.75                                                                                 |
| LEDUC                      | 36,060                                                               | \$ 201,936.00                                                                       | \$ 27,045.00                                                                             |
| LEDUC COUNTY               | 14,416                                                               | \$ 80,729.60                                                                        | \$ 10,812.00                                                                             |
| MA-ME-O BEACH              | 128                                                                  | \$ 716.80                                                                           | \$ 96.00                                                                                 |
| MAYERTHORPE                | 1,343                                                                | \$ 7,520.80                                                                         | \$ 1,007.25                                                                              |
| MILLET                     | 1,890                                                                | \$ 10,584.00                                                                        | \$ 1,417.50                                                                              |
| NAKAMUN PARK               | 78                                                                   | \$ 436.80                                                                           | \$ 58.50                                                                                 |
| NORRIS BEACH               | 71                                                                   | \$ 397.60                                                                           | \$ 53.25                                                                                 |
| ONOWAY                     | 966                                                                  | \$ 5,409.60                                                                         | \$ 724.50                                                                                |
| PARKLAND COUNTY            | 32,205                                                               | \$ 180,348.00                                                                       | \$ 24,153.75                                                                             |

# Yellowhead Regional Library Draft 2027 Budget Member Municipal Appropriations and Allotment

| Municipality             | Municipal Affairs<br>2025 Official Populations<br>as of January 2026 | 2027 YRL Municipal<br>Appropriations<br>at \$5.60/Capita<br>(Based on 2025 Off Pop) | 2027 YRL Allotment<br>to Public Libraries<br>at \$0.75/Capita<br>(Based on 2025 Off Pop) |
|--------------------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| POPLAR BAY               | 113                                                                  | \$ 632.80                                                                           | \$ 84.75                                                                                 |
| ROSS HAVEN               | 126                                                                  | \$ 705.60                                                                           | \$ 94.50                                                                                 |
| SANDY BEACH              | 278                                                                  | \$ 1,556.80                                                                         | \$ 208.50                                                                                |
| SEBA BEACH               | 229                                                                  | \$ 1,282.40                                                                         | \$ 171.75                                                                                |
| SILVER BEACH             | 55                                                                   | \$ 308.00                                                                           | \$ 41.25                                                                                 |
| SILVER SANDS             | 214                                                                  | \$ 1,198.40                                                                         | \$ 160.50                                                                                |
| SOUTH VIEW               | 72                                                                   | \$ 403.20                                                                           | \$ 54.00                                                                                 |
| SPRING LAKE              | 711                                                                  | \$ 3,981.60                                                                         | \$ 533.25                                                                                |
| SPRUCE GROVE             | 38,985                                                               | \$ 218,316.00                                                                       | \$ 29,238.75                                                                             |
| STONY PLAIN              | 17,993                                                               | \$ 100,760.80                                                                       | \$ 13,494.75                                                                             |
| SUNRISE BEACH            | 153                                                                  | \$ 856.80                                                                           | \$ 114.75                                                                                |
| SUNSET POINT             | 257                                                                  | \$ 1,439.20                                                                         | \$ 192.75                                                                                |
| SWAN HILLS               | 1,201                                                                | \$ 6,725.60                                                                         | \$ 900.75                                                                                |
| THORSBY                  | 967                                                                  | \$ 5,415.20                                                                         | \$ 725.25                                                                                |
| VAL QUENTIN              | 158                                                                  | \$ 884.80                                                                           | \$ 118.50                                                                                |
| WARBURG                  | 676                                                                  | \$ 3,785.60                                                                         | \$ 507.00                                                                                |
| WEST COVE                | 222                                                                  | \$ 1,243.20                                                                         | \$ 166.50                                                                                |
| WESTLOCK                 | 4,921                                                                | \$ 27,557.60                                                                        | \$ 3,690.75                                                                              |
| WESTLOCK COUNTY          | 7,186                                                                | \$ 40,241.60                                                                        | \$ 5,389.50                                                                              |
| WETASKIWIN               | 13,409                                                               | \$ 75,090.40                                                                        | \$ 10,056.75                                                                             |
| WETASKIWIN/COUNTY NO. 10 | 11,217                                                               | \$ 62,815.20                                                                        | \$ 8,412.75                                                                              |
| WHITECOURT <sup>45</sup> | 9,927                                                                | \$ 55,591.20                                                                        | \$ 7,445.25                                                                              |
| WOODLANDS COUNTY         | 5,254                                                                | \$ 29,422.40                                                                        | \$ 3,940.50                                                                              |
| YELLOWHEAD COUNTY        | 10,426                                                               | \$ 58,385.60                                                                        | \$ 7,819.50                                                                              |
| YELLOWSTONE              | 117                                                                  | \$ 655.20                                                                           | \$ 87.75                                                                                 |
| <b>TOTAL</b>             | <b>302,734</b>                                                       | <b>\$1,695,310.40</b>                                                               | <b>\$227,050.50</b>                                                                      |

70

# **Yellowhead Regional Library Draft 2027 Budget** **Member Municipal Library Services Grant and YRL Operating Grant**

| Municipality               | 2019 Population Estimates<br>Used by Municipal Affairs | 2027 YRL Operating Grant                                     |                                                              | 2027 Library Services Grant |  |
|----------------------------|--------------------------------------------------------|--------------------------------------------------------------|--------------------------------------------------------------|-----------------------------|--|
|                            |                                                        | from Province<br>at \$4.75/Capita<br>(Based on 2019 Pop Est) | from Province<br>at \$5.60/Capita<br>(Based on 2019 Pop Est) | from Province (through YRL) |  |
| ALBERTA BEACH              | 1,018                                                  | \$ 4,835.50                                                  |                                                              |                             |  |
| BARRHEAD                   | 4,579                                                  | \$ 21,750.25                                                 |                                                              |                             |  |
| BARRHEAD NO. 11, COUNTY OF | 6,288                                                  | \$ 29,868.00                                                 |                                                              |                             |  |
| BEAUMONT                   | 19,236                                                 | \$ 91,371.00                                                 |                                                              |                             |  |
| BIRCH COVE                 | 45                                                     | \$ 213.75                                                    | \$ 252.00                                                    |                             |  |
| BRAZEAU COUNTY             | 7,771                                                  | \$ 36,912.25                                                 | \$ 43,517.60                                                 |                             |  |
| BRETON                     | 574                                                    | \$ 2,726.50                                                  |                                                              |                             |  |
| CALMAR                     | 2,228                                                  | \$ 10,583.00                                                 |                                                              |                             |  |
| CASTLE ISLAND              | 10                                                     | \$ 47.50                                                     | \$ 56.00                                                     |                             |  |
| CLYDE                      | 430                                                    | \$ 2,042.50                                                  | \$ 2,408.00                                                  |                             |  |
| CRYSTAL SPRINGS            | 51                                                     | \$ 242.25                                                    | \$ 285.60                                                    |                             |  |
| DEVON                      | 6,578                                                  | \$ 31,245.50                                                 |                                                              |                             |  |
| DRAYTON VALLEY             | 7,235                                                  | \$ 34,366.25                                                 |                                                              |                             |  |
| EDSON                      | 8,414                                                  | \$ 39,966.50                                                 |                                                              |                             |  |
| GRANDVIEW                  | 114                                                    | \$ 541.50                                                    | \$ 638.40                                                    |                             |  |
| HINTON                     | 9,882                                                  | \$ 46,939.50                                                 |                                                              |                             |  |
| JASPER, MUNICIPALITY OF    | 4,590                                                  | \$ 21,802.50                                                 |                                                              |                             |  |
| KAPASIWIN                  | 10                                                     | \$ 47.50                                                     | \$ 56.00                                                     |                             |  |
| LAC STE. ANNE COUNTY       | 10,899                                                 | \$ 51,770.25                                                 |                                                              |                             |  |
| LAKEVIEW                   | 30                                                     | \$ 142.50                                                    | \$ 168.00                                                    |                             |  |
| LEDUC                      | 33,032                                                 | \$ 156,902.00                                                |                                                              |                             |  |
| LEDUC COUNTY <sup>1A</sup> | 13,780                                                 | \$ 65,455.00                                                 |                                                              |                             |  |
| MA-ME-O BEACH              | 110                                                    | \$ 522.50                                                    | \$ 616.00                                                    |                             |  |
| MAYERTHORPE                | 1,320                                                  | \$ 6,270.00                                                  |                                                              |                             |  |
| MILLET                     | 1,945                                                  | \$ 9,238.75                                                  |                                                              |                             |  |
| NAKAMUN PARK               | 96                                                     | \$ 456.00                                                    | \$ 537.60                                                    |                             |  |
| NORRIS BEACH               | 38                                                     | \$ 180.50                                                    | \$ 212.80                                                    |                             |  |
| ONOWAY                     | 1,029                                                  | \$ 4,887.75                                                  |                                                              |                             |  |
| PARKLAND COUNTY            | 32,097                                                 | \$ 152,460.75                                                |                                                              |                             |  |

17

# **Yellowhead Regional Library Draft 2027 Budget Member Municipal Library Services Grant and YRL Operating Grant**

| Municipality             | 2019 Population Estimates<br>Used by Municipal Affairs | 2027 YRL Operating Grant                                     |                                                              | 2027 Library Services Grant |                    |
|--------------------------|--------------------------------------------------------|--------------------------------------------------------------|--------------------------------------------------------------|-----------------------------|--------------------|
|                          |                                                        | from Province<br>at \$4.75/Capita<br>(Based on 2019 Pop Est) | from Province<br>at \$5.60/Capita<br>(Based on 2019 Pop Est) | from Province (through YRL) |                    |
| POPLAR BAY               | 103                                                    | \$                                                           | 489.25                                                       | \$                          | 576.80             |
| ROSS HAVEN               | 160                                                    | \$                                                           | 760.00                                                       | \$                          | 896.00             |
| SANDY BEACH              | 278                                                    | \$                                                           | 1,320.50                                                     | \$                          | 1,542.90           |
| SEBA BEACH               | 169                                                    | \$                                                           | 802.75                                                       |                             |                    |
| SILVER BEACH             | 65                                                     | \$                                                           | 308.75                                                       | \$                          | 364.00             |
| SILVER SANDS             | 160                                                    | \$                                                           | 760.00                                                       | \$                          | 896.00             |
| SOUTH VIEW               | 67                                                     | \$                                                           | 318.25                                                       | \$                          | 375.20             |
| SPRING LAKE              | 699                                                    | \$                                                           | 3,320.25                                                     | \$                          | 3,914.40           |
| SPRUCE GROVE             | 35,766                                                 | \$                                                           | 169,888.50                                                   |                             |                    |
| STONY PLAIN              | 17,842                                                 | \$                                                           | 84,749.50                                                    |                             |                    |
| SUNRISE BEACH            | 135                                                    | \$                                                           | 641.25                                                       | \$                          | 756.00             |
| SUNSET POINT             | 169                                                    | \$                                                           | 802.75                                                       | \$                          | 946.40             |
| SWAN HILLS               | 1,301                                                  | \$                                                           | 6,179.75                                                     |                             |                    |
| THORSBY                  | 1,015                                                  | \$                                                           | 4,821.25                                                     |                             |                    |
| VAL QUENTIN              | 252                                                    | \$                                                           | 1,197.00                                                     | \$                          | 1,411.20           |
| WARBURG                  | 766                                                    | \$                                                           | 3,638.50                                                     |                             |                    |
| WEST COVE                | 149                                                    | \$                                                           | 707.75                                                       | \$                          | 834.40             |
| WESTLOCK                 | 5,101                                                  | \$                                                           | 24,229.75                                                    |                             |                    |
| WESTLOCK COUNTY          | 7,220                                                  | \$                                                           | 34,295.00                                                    |                             |                    |
| WETASKIWIN               | 12,655                                                 | \$                                                           | 60,111.25                                                    |                             |                    |
| WETASKIWIN COUNTY NO. 10 | 11,181                                                 | \$                                                           | 53,109.75                                                    |                             |                    |
| WHITECOURT <sup>45</sup> | 10,204                                                 | \$                                                           | 48,469.00                                                    |                             |                    |
| WOODLANDS COUNTY         | 4,754                                                  | \$                                                           | 22,581.50                                                    |                             |                    |
| YELLOWHEAD COUNTY        | 10,995                                                 | \$                                                           | 52,226.25                                                    |                             |                    |
| YELLOWSTONE              | 137                                                    | \$                                                           | 650.75                                                       | \$                          | 767.20             |
| <b>TOTAL</b>             | <b>294,772</b>                                         |                                                              | <b>\$1,400,181.00</b>                                        |                             | <b>\$62,028.50</b> |

72

# Yellowhead Regional Library Draft 2027 Budget Member School Division Levies and Allotment

| Northern Gateway Public Schools               | Regular      | 0.5 FTE      | Alberta Education FTE<br>as of Sept 2026 | 2027 YRL School<br>Division Levies<br>at \$15.71/FTE | 2027 YRL Allotment to<br>School Libraries<br>at \$1.00/FTE |
|-----------------------------------------------|--------------|--------------|------------------------------------------|------------------------------------------------------|------------------------------------------------------------|
| Darwell School Library                        | 138          | 15           | 130.5                                    | \$ 2,050.16                                          | \$ 130.50                                                  |
| Elmer Elson Elementary School Library         | 324          | 45           | 301.5                                    | \$ 4,736.57                                          | \$ 301.50                                                  |
| Gateway Academy Onway                         | 0            | 25           | 12.5                                     | \$ 196.38                                            | \$ 12.50                                                   |
| Gateway Academy Whitecourt                    | 0            | 100          | 50.0                                     | \$ 785.50                                            | \$ 50.00                                                   |
| Grasmere School Library                       | 116          | 11           | 110.5                                    | \$ 1,735.96                                          | \$ 110.50                                                  |
| Hilltop Junior/Senior High School Library     | 540          | 0            | 540.0                                    | \$ 8,483.40                                          | \$ 540.00                                                  |
| Mayerthorpe Junior/Senior High School Library | 287          | 0            | 287.0                                    | \$ 4,508.77                                          | \$ 287.00                                                  |
| Onway Elementary School Library               | 427          | 58           | 398.0                                    | \$ 6,252.58                                          | \$ 398.00                                                  |
| Onway Junior/Senior High School Library       | 517          | 0            | 517.0                                    | \$ 8,122.07                                          | \$ 517.00                                                  |
| Pat Hardy Primary School Library              | 291          | 35           | 273.5                                    | \$ 4,296.69                                          | \$ 273.50                                                  |
| Percy Baxter Middle School Library            | 366          | 0            | 366.0                                    | \$ 5,749.86                                          | \$ 366.00                                                  |
| Rich Valley School Library                    | 101          | 11           | 95.5                                     | \$ 1,500.31                                          | \$ 95.50                                                   |
| Sangudo Community School Library              | 97           | 7            | 93.5                                     | \$ 1,468.89                                          | \$ 93.50                                                   |
| Whitecourt Central Elementary School Library  | 326          | 44           | 304.0                                    | \$ 4,775.84                                          | \$ 304.00                                                  |
| <b>Subtotal</b>                               | <b>3,530</b> | <b>351.0</b> | <b>3,479.5</b>                           | <b>\$ 54,662.95</b>                                  | <b>\$ 3,479.50</b>                                         |

| Pembina Hills School Division              | Regular      | 0.5 FTE      | Alberta Education FTE<br>as of Sept 2026 | 2027 YRL School<br>Division Levies<br>at \$15.71/FTE | 2027 YRL Allotment to<br>School Libraries<br>at \$1.00/FTE |
|--------------------------------------------|--------------|--------------|------------------------------------------|------------------------------------------------------|------------------------------------------------------------|
| Barrhead Composite High School Library     | 671          | 0            | 671.0                                    | \$ 10,541.41                                         | \$ 671.00                                                  |
| Barrhead Outreach                          | 0            | 29           | 14.5                                     | \$ 227.80                                            | \$ 14.50                                                   |
| Busby School Library                       | 125          | 17           | 116.5                                    | \$ 1,830.22                                          | \$ 116.50                                                  |
| Dunstable School Library                   | 64           | 10           | 59.0                                     | \$ 926.89                                            | \$ 59.00                                                   |
| École Barrhead Elementary School Library   | 599          | 112          | 543.0                                    | \$ 8,530.53                                          | \$ 543.00                                                  |
| École Westlock Elementary School Library   | 462          | 98           | 413.0                                    | \$ 6,488.23                                          | \$ 413.00                                                  |
| Eleanor Hall School Library                | 194          | 19           | 184.5                                    | \$ 2,898.50                                          | \$ 184.50                                                  |
| Fort Assiniboine School Library            | 86           | 11           | 80.5                                     | \$ 1,264.66                                          | \$ 80.50                                                   |
| Neerlandia Public Christian School Library | 257          | 30           | 242.0                                    | \$ 3,801.82                                          | \$ 242.00                                                  |
| Pembina North Community School Library     | 186          | 26           | 173.0                                    | \$ 2,717.83                                          | \$ 173.00                                                  |
| Pibroch Colony School Library              | 0            | 20           | 10.0                                     | \$ 157.10                                            | \$ 10.00                                                   |
| R.F. Staples Secondary School Library      | 573          | 0            | 573.0                                    | \$ 9,001.83                                          | \$ 573.00                                                  |
| Sunny Bend Colony School Library           | 0            | 19           | 9.5                                      | \$ 149.25                                            | \$ 9.50                                                    |
| Swan Hills School Library                  | 188          | 20           | 178.0                                    | \$ 2,796.38                                          | \$ 178.00                                                  |
| Westlock Outreach                          | 0            | 25           | 12.5                                     | \$ 196.38                                            | \$ 12.50                                                   |
| <b>Subtotal</b>                            | <b>3,405</b> | <b>436.0</b> | <b>3,280.0</b>                           | <b>\$ 51,528.80</b>                                  | <b>\$ 3,280.00</b>                                         |

73

# Yellowhead Regional Library Draft 2027 Budget Member School Division Levies and Allotment

| Wetaskiwin Regional Public Schools       | Regular      | 0.5 FTE        | Alberta Education FTE<br>as of Sept 2026 | 2027 YRL School<br>Division Levies<br>at \$15.71/FTE | 2027 YRL Allotment to<br>School Libraries<br>at \$1.00/FTE |
|------------------------------------------|--------------|----------------|------------------------------------------|------------------------------------------------------|------------------------------------------------------------|
| Alder Flats Elementary School Library    | 70           | 12             | 64.0                                     | \$ 1,005.44                                          | \$ 64.00                                                   |
| Buck Mountain Central School Library     | 118          | 0              | 118.0                                    | \$ 1,853.78                                          | \$ 118.00                                                  |
| Centennial School Library                | 88           | 8              | 84.0                                     | \$ 1,319.64                                          | \$ 84.00                                                   |
| Clear Vista School Library               | 414          | 35             | 396.5                                    | \$ 6,229.02                                          | \$ 396.50                                                  |
| Falun Elementary School Library          | 104          | 8              | 100.0                                    | \$ 1,571.00                                          | \$ 100.00                                                  |
| Griffiths-Scott School Library           | 268          | 21             | 257.5                                    | \$ 4,045.33                                          | \$ 257.50                                                  |
| Lakedell Elementary School Library       | 78           | 9              | 73.5                                     | \$ 1,154.69                                          | \$ 73.50                                                   |
| Lynn Lauren Early Education School       | 0            | 50             | 25.0                                     | \$ 392.75                                            | \$ 25.00                                                   |
| Norwood School Library                   | 176          | 16             | 168.0                                    | \$ 2,639.28                                          | \$ 168.00                                                  |
| Parkdale School Library                  | 169          | 12             | 163.0                                    | \$ 2,560.73                                          | \$ 163.00                                                  |
| Pigeon Lake Regional School Library      | 275          | 0              | 275.0                                    | \$ 4,320.25                                          | \$ 275.00                                                  |
| Pine Haven Colony School Library         | 21           | 0              | 21.0                                     | \$ 329.91                                            | \$ 21.00                                                   |
| Pipestone School Library                 | 68           | 7              | 64.5                                     | \$ 1,013.30                                          | \$ 64.50                                                   |
| Queen Elizabeth School Library           | 179          | 17             | 170.5                                    | \$ 2,678.56                                          | \$ 170.50                                                  |
| Silver Creek Colony School Library       | 12           | 0              | 12.0                                     | \$ 188.52                                            | \$ 12.00                                                   |
| Wetaskiwin Composite High School Library | 850          | 0              | 850.0                                    | \$ 13,353.50                                         | \$ 850.00                                                  |
| Wetaskiwin Outreach                      | 0            | 132            | 66.0                                     | \$ 1,036.86                                          | \$ 66.00                                                   |
| Winfield School Library                  | 63           | 8              | 59.0                                     | \$ 926.89                                            | \$ 59.00                                                   |
| <b>Subtotal</b>                          | <b>2,953</b> | <b>335.0</b>   | <b>2,967.5</b>                           | <b>\$ 46,619.43</b>                                  | <b>\$ 2,967.50</b>                                         |
| <b>TOTAL</b>                             | <b>9,888</b> | <b>1,122.0</b> | <b>9,727.0</b>                           | <b>\$ 152,811.17</b>                                 | <b>\$ 9,727.00</b>                                         |

74

**aboffice@albertabeach.com**

**From:** Andrew Riley <Andrew@abmunis.ca>  
**Sent:** Thursday, September 17, 2026 3:24 PM  
**To:** Kathy Skwarchuk  
**Subject:** Natural Gas Aggregation - Village of Alberta Beach  
**Attachments:** NG Aggregation - Village of Alberta Beach - Analysis.pdf

Hello Kathy

Alberta Municipalities is currently compiling the forecasted natural gas volumes for participating members as part of our upcoming Natural Gas Aggregation RFP. Please find attached the recommended volumes assessment for your municipality.

We kindly ask that you review the information and confirm your approval of the proposed volumes.

AMSC conducts procurement through a fair, transparent, and competitive process designed to deliver the best value for our members. We provide equal opportunity to qualified suppliers, evaluate submissions using established criteria, and award contracts based on overall pricing, capability, and performance.

Upon receiving your email confirmation, the following steps will take place:

1. You and any additional contacts you wish to include will receive an email from **Alberta Municipalities Energy Contracts via Conga Sign** (sign@na1.conga-sign.com). The designated signing authority will be required to open the email and electronically sign the Participation Aggregation Agreement documents to confirm participation in the RFP. This email will also identify the maximum acceptable bid rate, ensuring that any awarded rate will not exceed that amount. Our objective is to secure the most competitive natural gas pricing possible through the aggregation procurement process.
2. Alberta Municipalities will conduct the RFP on behalf of participating members to obtain pricing for a multi-year natural gas supply contract covering the period from January 1, 2027, to December 31, 2029 or January 1, 2028 to December 31, 2029.
3. Following completion of the RFP, you and any additional contacts you have identified will receive a second email from **Alberta Municipalities Energy Contracts via Conga Sign** (sign@na1.conga-sign.com). This email will contain the Transaction Confirmation Agreement. The designated signing authority will be required to review and electronically sign the agreement, which will confirm the pricing obtained through the RFP process.

Please let me know if you have any questions or would like to schedule a brief call to discuss the process in more detail.

Thanks

Andrew

Security Classification: Private

**Andrew Riley** | Regional Manager, Business Development

D: 780.431.4541 | C: 780.975.3765 | E: [Andrew@abmunis.ca](mailto:Andrew@abmunis.ca)  
 300, 8616 51 Ave NW Edmonton, AB T6E 6E6  
 Toll Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)



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## Customer Natural Gas Forecast Dashboard

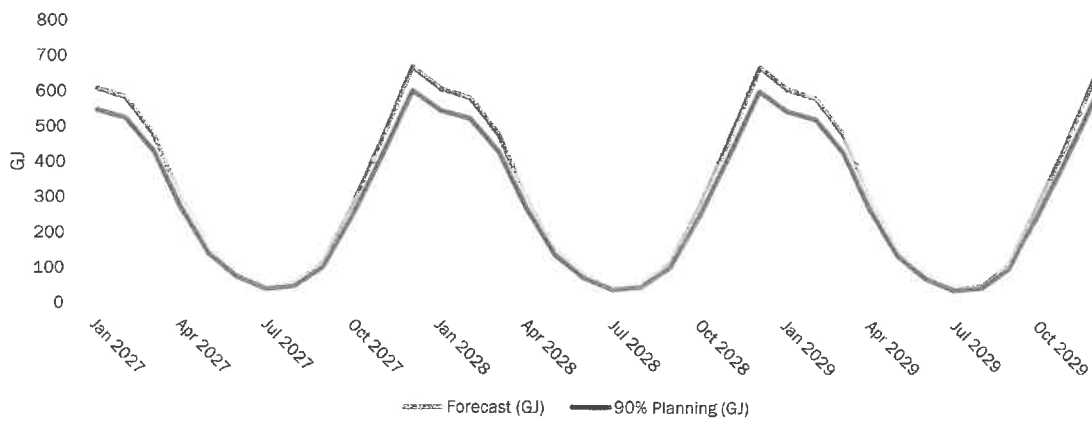
Customer summary of contract-period forecast load, 90% planning usage, and model fit through 2029.

### Customer Information

Customer: **Village of Alberta Beach** Customer #: **354866** Weather Station: **EDMONTON STONY PLAIN CS**

| 2027 Forecast Load | 2028 Forecast Load | 2029 Forecast Load | Model Fit                      |
|--------------------|--------------------|--------------------|--------------------------------|
| <b>3,839</b><br>GJ | <b>3,839</b><br>GJ | <b>3,839</b><br>GJ | <b>99.4%</b><br>R <sup>2</sup> |
| 2027 Block Volumes | 2028 Block Volumes | 2029 Block Volumes | Estimated Coverage             |
| <b>3,456</b><br>GJ | <b>3,456</b><br>GJ | <b>3,456</b><br>GJ | <b>90.0%</b>                   |

Monthly Forecast Usage



**aboffice@albertabeach.com**

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**From:** Alberta Municipalities Energy Contracts via Conga Sign <sign@na1.conga-sign.com>  
**Sent:** Wednesday, October 14, 2026 9:25 AM  
**To:** aboffice@albertabeach.com  
**Subject:** ACTION REQUIRED: 2026 Natural Gas Aggregation Procurement Program – Contract for Review



## Please Sign Documents

Alberta Municipalities Energy Contracts has sent Aggregation Agreement GAS - MUSH Non Profit Oct 2026 - a0KOL00000inypi.pdf for your signature.

On behalf of Alberta Municipalities, please find attached your Aggregation Agreement and Retail Service Agreement for review and digital signature.

By signing this agreement, you provide Alberta Municipalities with the authorization to purchase natural gas on your behalf subject to a maximum authorized price of \$3.10/GJ.

Please review and digitally sign these agreements before October 28, 2026, to be included within this aggregation.

If you have any questions, please contact us at [energy@abmunis.ca](mailto:energy@abmunis.ca).

Please click on the button below to start the signing process.

[View Document](#)

To reassign the signer, [click here](#)

To view the audit trail, [click here](#)

Conga Sign Transaction ID: 2uvu3zyer6ao078td45ul3kwigiofuvh9nap5c1of9qxrmymvo



# **Gas Aggregation Agreement**

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**Between:**

**Alberta Municipal Services Corporation (AMSC)**

**AND**

**Village of Alberta Beach**

 **Alberta  
Municipalities**  
Strength  
In Members

# GAS AGGREGATION AGREEMENT

## BETWEEN:

THE ALBERTA MUNICIPAL SERVICES CORPORATION  
(a corporation duly incorporated in the Province of Alberta)  
(hereinafter "**AMSC**")

## OF THE FIRST PART -and-

VILLAGE OF ALBERTA BEACH  
(hereinafter "**Participant**")

## OF THE SECOND PART

### INTRODUCTION:

- A. On behalf of Alberta Municipalities (the "**Association**"), AMSC provides services to Association members, including retail natural gas pursuant to the terms of a retail services agreement, a form of which is attached to this Agreement as Schedule "C" (the "**Retail Services Agreement**").
- B. AMSC has administered, or will administer, a procurement process to secure a Natural Gas Purchase ("the "**Procurement**") from which the Aggregated Customers are seeking to purchase natural gas;
- C. The Parties recognize that a collective purchasing approach to the procurement of fixed price natural gas, pursuant to which AMSC conducted or will conduct the Procurement:
- a) allows for a reduction in natural gas pricing from increased buying power and removing layers of intermediaries which may result in reduced costs;
  - b) allows for more stable budgeting due to the fixed-price nature of the procurement, reducing risk arising from volatile natural gas prices;
  - c) results in enhanced administrative efficiency due to shared transaction costs, and for suppliers of natural gas in reducing the number of separate commercial transactions (collectively, the "**Objectives**").
- D. The Participant wishes to purchase natural gas from the Natural Gas Purchase as an Aggregated Customer in order to benefit from the Objectives;
- E. AMSC has determined that the Participant is eligible to participate in the Procurement;
- F. The Participant has received all necessary authorizations, and passed the necessary by-laws or resolutions, as the case may be, to permit the Participant to enter into this Agreement and to purchase natural gas from the Natural Gas Purchase as an Aggregated Customer in accordance with the provisions of this Agreement (the "**Approval Documents**");
- G. The Parties wish to enter into this Aggregation Agreement ("**Agreement**") setting forth their respective obligations concerning the Participant's purchase of natural gas from the Natural Gas Purchase.
- In consideration of the mutual terms and conditions contained in this Agreement, the Parties agree as follows:
1. **DEFINITIONS**
    - 1.1. Capitalized words and phrases, whenever used in this Agreement, have the meanings set out in Schedule "A" to this Agreement.
  2. **PARTICIPATION**
    - 2.1. The Participant acknowledges and agrees that in entering into this Agreement it is agreeing to participate in the Procurement and the Participant's participation in the Procurement is at the discretion of AMSC.
    - 2.2. The Participant acknowledges that AMSC has determined that the Participant is eligible to participate in the Procurement on the basis of the information provided by the Participant to AMSC (the "**Intake Information**"). The Participant represents and warrants that the Intake Information is true, accurate and complete.
  3. **SCOPE OF SERVICES**
    - 3.1. The Procurement Services performed or to be performed by AMSC include:
      - a) conducting a Procurement via the Alberta Purchasing Connection portal for a Natural Gas Purchase on behalf of Aggregated Customers including the Participant;
      - b) entering into negotiations with those proponents that submitted proposals in response to the Procurement that AMSC has deemed, in its sole discretion, to be the most suitable to meet the Aggregated Customers' Natural Gas Requirements;
      - c) entering into a Contract with the Selected Supplier(s) setting out the terms and conditions for the Natural Gas Purchase to be managed by AMSC through the Retail Services Agreement; and,
      - d) any other such activities as may be necessary to complete the Procurement and enter into a Contract with the Selected Supplier(s).
    - 3.2. AMSC will not be obligated to complete the Procurement Services if it determines in its discretion that:
      - a) there is not a sufficient number of Aggregated Customers or the Aggregated Customers' Natural

Gas Requirements are not sufficient to warrant conducting the Procurement; or

- b) there are no suitable proposals submitted in response to the Procurement; or
- c) AMSC was unable to negotiate a suitable Contract with a Selected Supplier.

3.3. In the event that AMSC does not enter into a Contract with a Selected Supplier, AMSC will notify the Aggregated Customers of the inability to complete the Procurement Services and that this Agreement and the Retail Services Agreement (in so far as it relates to this Agreement) are terminated and neither Party will have any further obligation or liability to the other in respect of either this Agreement or the Retail Services Agreement (in so far as it relates to this Agreement). For clarity, nothing in this Section 3.3 shall have the effect of terminating the Retail Services Agreement between AMSC and the Participant in relation to any other services that AMSC provides to the Participant.

#### 4. SCOPE OF AUTHORITY

4.1. The Participant acknowledges and agrees that the Natural Gas Purchase Price is dependent on: (i) the number of Aggregated Customers that have executed this Aggregation Agreement and the associated Aggregated Customers' Natural Gas Requirements; (ii) the outcome of any Procurement conducted by AMSC; and (iii) the resulting Contract with the Selected Supplier(s). AMSC has complete authorization and discretion to agree to a Natural Gas Purchase Price, provided that AMSC will be required to select the lowest price or combination of prices that result in the lowest equivalent price subject to acceptable risk protection to achieve the Aggregated Customers' Natural Gas Requirements, to be determined by AMSC in its sole discretion, that is less than or equal to the Natural Gas Maximum Price. The Participant agrees to accept and be bound by the Natural Gas Purchase Price, provided that it is less than or equal to the Natural Gas Maximum Price.

4.2. If the Natural Gas Purchase Price is less than or equal to the Natural Gas Maximum Price, the Natural Gas Purchase Price will be recorded in a Transaction Confirmation under the Retail Services Agreement and provided to the Participant. AMSC will charge the Participant for Natural Gas purchased under this Section 4.2 in accordance with the terms of the Retail Services Agreement.

4.3. In the event that the Aggregated Customers' Natural Gas Requirements, as determined at the time of the Intake Deadline, are not sufficient to secure a Natural Gas Purchase Price that is less than the Natural Gas Maximum Price, AMSC will notify the Participant and this Agreement and the Retail Services Agreement (in so far as it relates to this Agreement) will terminate and neither Party will have any further obligation or liability to the other in respect of either this Agreement or the Retail Services Agreement (in so far as it relates to this Agreement). For clarity, nothing in this Section 4.3 shall have the effect of terminating the Retail Services Agreement between AMSC and the Participant in relation to any other services or products that AMSC provides to the Participant.

#### 5. OBLIGATIONS OF AMSC

5.1. AMSC will:

- a) use reasonable marketing efforts in AMSC's discretion to attract Aggregated Customers in order to secure the benefits of a lower Natural Gas Purchase Price;
- b) provide notification of the Natural Gas Purchase Price to the Participant;
- c) deliver a copy of the fully executed Agreement to the Participant, with the Effective Date noted thereon; and,
- d) comply with all Applicable Law (collectively, the "Aggregation Services").

5.2. Notwithstanding that the Term of this Agreement will continue until the end of the Natural Gas Term, AMSC's obligation to perform the Procurement Services and Aggregation Services hereunder shall be complete and AMSC shall have no further obligation to the Participant in respect of the Procurement Services and Aggregation Services once the Natural Gas Purchase Price has been recorded in a Transaction Confirmation under the Retail Services Agreement in accordance with Section 5.2.

#### 6. OBLIGATIONS OF THE PARTICIPANT

6.1. The Participant will:

- a) obtain all required authorizations and Approval Documents to enter into this Agreement and as may be requested from time to time;
- b) provide to AMSC all information required to allow AMSC to perform the Procurement Services and Aggregation Services, as may be requested by AMSC, including details regarding the Participant's Natural Gas Requirement;
- c) enter into the Retail Services Agreement and utilize AMSC as its exclusive Retailer of natural gas throughout the Natural Gas Term; and,
- d) comply with all Applicable Law.

#### 7. FEES AND CONSIDERATION

7.1. In exchange for access to natural gas from the Natural Gas Purchase, the Participant agrees to pay AMSC a procurement fee of \$0.00/GJ (the "Procurement Fee"), to be added to the Natural Gas Purchase Price for the Natural Gas Term and recovered in accordance with the terms of the Retail Services Agreement.

7.2. In recognition of the collaboration between the Association and AMSC in the offering of Aggregation Services, the Participant further agrees to pay a program fee of \$0.05/GJ for the Aggregation Services (the "Program Fee") to be added to the Natural Gas Purchase Price for the Natural Gas Term and recovered in accordance with the terms of the Retail Services Agreement. The Program Fee collected by AMSC shall be remitted directly to the Association.

#### 8. INFORMATION

8.1. All data and information, regardless of the format, provided by the Participant under this Agreement ("Participant Information") will remain the sole property of the Participant. AMSC will not disclose, use, sell, or provide Participant Information to any person, firm or entity for any purpose not required to give effect to this Agreement or the Retail Services Agreement except as required under Applicable Law.

- 8.2. All data and information, regardless of the format, provided by AMSC to the Participant under this Agreement (the "**AMSC Information**") will remain the sole property of AMSC. The Participant will not disclose, use, sell or provide AMSC Information to any person, firm or entity for any purpose not required to give effect to this Agreement or the Retail Services Agreement except as required under Applicable Law.
- 9. REPRESENTATIONS AND WARRANTIES**
- 9.1. AMSC represents and warrants to the Participant:
- it is duly incorporated and will remain in good standing at all times during the performance of the Procurement Services and the Aggregation Services;
  - it has the resources and experience to provide the Procurement Services and Aggregation Services to the Participant; and,
  - all necessary actions have been taken by AMSC to offer the Procurement Services and Aggregation Services to the Participant and to enter into this Agreement.
- 9.2. The Participant represents, warrants and covenants to AMSC that:
- all necessary actions have been taken by the Participant, and all necessary Approval Documents have been obtained by the Participant, to accept the Procurement Services and Aggregation Services of AMSC and to enter into this Agreement;
  - all information, including the Intake Information, submitted by the Participant to AMSC in connection with the Procurement Services and Aggregation Services is true and correct;
  - the Participant has and will at all times throughout the Term keep in strict confidence all information shared by AMSC including, without limiting the generality of the foregoing, this Agreement, the Natural Gas Purchase, the Natural Gas Purchase Price, marketing or sales materials, correspondence, or the like;
  - the Participant acknowledges and agrees that AMSC is not acting as a fiduciary or financial, investment or commodity trading advisor for the Participant and has not given the Participant (directly or indirectly through any other person) any assurance, guarantee or representation whatsoever as to the merits of this Agreement or the expected performance or result of this Agreement.
- 10. LIMITATION ON DAMAGES**
- 10.1. In no event shall AMSC be liable to the Participant for:
- special, incidental or consequential damages; or
  - loss of sales, profits, production or output or loss of contracts or business interruptions; or
  - punitive damages;
- arising out of, or in connection to, this Agreement and AMSC's provision of the Procurement Services and Aggregation Services, however caused.
- 11. TERMINATION**
- 11.1. The Participant may terminate this Agreement at any time, by providing written notice to AMSC on or before October 30, 2026 (the "**Intake Deadline**").
- 11.2. If the Participant terminates this Agreement at any time after the Intake Deadline, the Participant must pay AMSC a Termination Fee, calculated as the sum of the Procurement Fee, Program Fee and the Natural Gas Purchase Price multiplied by the Participant's total remaining Natural Gas Requirement over the Natural Gas Term. For clarity, if the Participant refuses or otherwise fails to execute a Transaction Confirmation provided by AMSC in accordance with Section 4.2 within five (5) Business Days of any request by AMSC to do so, such failure or refusal shall be deemed to be notice of termination by the Participant and the Participant shall be liable for the Termination Fee in accordance with this Section 11.2.
- 11.3. AMSC may terminate this Agreement without penalty at any time:
- before the Intake Deadline, upon providing written notice to the Participant; or,
  - after the Intake Deadline, in accordance with Sections 3.3 and 4.3.
- 11.4. AMSC may terminate this Agreement at any time after the Natural Gas Purchase Price is recorded in a Transaction Confirmation under the Retail Services Agreement in accordance with the terms of the Retail Services Agreement.
- 12. NOTICES**
- 12.1. All notices required under this Agreement must be in writing and delivered by registered mail, email, or fax to the following address:
- To AMSC at:  
Alberta Municipal Services Corporation  
**Attention:** Senior Director, Utility Services  
**Address:** #300, 8616 51 Ave NW  
Edmonton, AB, T6E 6E6  
**Email:** energy@abmunis.ca
  - To the Participant:  
**Attention:** Kathy Skwarchuk  
**Address:**  
Box 278  
Alberta Beach  
AB  
T0E0A0  
**Email:** aboffice@albertabeach.com
- 12.2. Notices sent by registered mail will be deemed to have been received five (5) days after the date of mailing, provided there is no interruption in the postal service, in which case notice must be delivered by one of the other methods.
- 12.3. Notices sent by fax or e-mail shall be deemed to have been received on the Business Day following the date of transmission or delivery, as applicable.
- 12.4. Either Party may amend its address for notice by providing written notice to the other in accordance with this Section 12.4.
- 13. GENERAL**
- 13.1. All of the Schedules referred to in this Agreement are incorporated into and form part of this Agreement.
- 13.2. This Agreement and attached Schedules contain the entire understanding between the Parties and supersedes all prior negotiations, discussions, undertakings and agreements between the Parties regarding the Natural Gas Purchase and the Procurement.
- 13.3. This Agreement may only be altered or amended by an agreement in writing, signed by both Parties.

- 13.4. No waiver of any provision of this Agreement will be effective unless it is in writing and signed by the Parties.
- 13.5. This Agreement may only be assigned by the Participant with written consent from AMSC. The Participant shall be and remain liable for all obligations to AMSC pursuant to this Agreement until such time as AMSC releases the Participant in writing.
- 13.6. AMSC may assign this Agreement without consent to an entity of similar or better capability and capacity, as determined by AMSC in its discretion acting reasonably, on the provision of thirty (30) days' notice. Upon such assignment, the assignee shall have all of the rights, duties, powers, privileges and liabilities which AMSC had prior to such assignment and upon such assignment, AMSC shall be released from any and all liability pursuant to this Agreement.
- 13.7. If there is any conflict or inconsistency between the terms of this Agreement and the terms of the Retail Services Agreement, the terms of this Agreement shall prevail.
- 13.8. This Agreement will be interpreted and governed by the laws of the Province of Alberta and of Canada as amended from time to time.
- 13.9. Any legal proceedings arising directly or indirectly out of this Agreement will be litigated in the City of Edmonton in the Province of Alberta.
- 13.10. Each provision of this Agreement must be interpreted in a way that is valid under Applicable Law. If any of the provisions are held to be invalid, the remainder of the Agreement will remain in full effect.
- 13.11. Any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement shall survive any expiration or termination and remain in effect.
- 13.12. This Agreement shall be for the benefit of and binding upon the successors and permitted assigns of the Parties.
- 13.13. This Agreement may be signed in one or more counterparts, and each counterpart will be considered an original. All of the counterparts will be considered one document, and will become a binding agreement when one or more counterparts have been signed by each of the Parties and delivered to each other.

**ACKNOWLEDGED AND AGREED** by the Parties as of the Effective Date.

**Village of Alberta Beach**

Per: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Alberta Municipal Services Corporation**

Per: \_\_\_\_\_

Name: Dana Mackie

Title: Chief Executive Officer

Date: \_\_\_\_\_

## SCHEDULE "A" DEFINITIONS

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
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| <p>a) <b>"Act"</b> means the <i>Gas Utilities Act</i>, RSA 2000, c G-5, as amended;</p> <p>b) <b>"Aggregated Customers"</b> means the Participant together with other Association members and persons that seek to purchase natural gas from the Natural Gas Purchase and execute this Agreement with AMSC;</p> <p>c) <b>"Aggregated Customers' Natural Gas Requirements"</b> means the aggregate of the Natural Gas Requirement for all of the Aggregated Customers;</p> <p>d) <b>"Aggregation Services"</b> means all of the services performed by AMSC, for and on behalf of the Participant, as set out in Section 5.1, and any functions necessary and incidental to the performance of those services;</p> <p>e) <b>"Agreement"</b> means this Aggregation Agreement and attached Schedules, as amended from time to time in accordance with Section 13.3;</p> <p>f) <b>"AMSC"</b> means the Alberta Municipal Services Corporation;</p> <p>g) <b>"AMSC Information"</b> has the meaning given to it in Section 8.2;</p> <p>h) <b>"Applicable Law"</b> means all applicable laws, rules and regulations including, without limitation, all relevant legislation, regulations, bylaws, and ordinances;</p> <p>i) <b>"Approval Documents"</b> has the meaning given to it in the recitals to this Agreement;</p> <p>j) <b>"Association"</b> means the Association of Alberta Municipalities;</p> <p>k) <b>"Business Day"</b> means a day other than a Saturday, Sunday or statutory holiday in the Province of Alberta;</p> <p>l) <b>"Effective Date"</b> means the date on which AMSC executes this Agreement as noted by AMSC's signing line;</p> <p>m) <b>"GJ"</b> means means 1,000,000,000 joules;</p> <p>n) <b>"Intake Deadline"</b> has the meaning given to it in Section 11.1;</p> <p>o) <b>"Intake Information"</b> has the meaning given to it in Section 2.2;</p> <p>p) <b>"Natural Gas Maximum Price"</b> means \$3.10/ GJ;</p> | <p>q) <b>"Natural Gas Purchase"</b> means natural gas purchased by AMSC from the wholesale natural gas market through the Procurement;</p> <p>r) <b>"Natural Gas Purchase Price"</b> means the fixed price, in \$/GJ, of natural gas to be supplied to Aggregated Customers on a financial basis from the Natural Gas Purchase;</p> <p>s) <b>"Natural Gas Requirement"</b> means the volume of natural gas, in GJs, to be sold by AMSC to the Participant over the Natural Gas Term, as set out in Schedule "B" to the Agreement;</p> <p>t) <b>"Natural Gas Term"</b> means the period between the "Deal Start Date" and the "Deal End Date", as specified in the Natural Gas Product Table in Schedule "B" to this Agreement;</p> <p>u) <b>"Objectives"</b> has the meaning given to it in the recitals to this Agreement;</p> <p>v) <b>"Participant Information"</b> has the meaning given to it in Section 8.1;</p> <p>w) <b>"Party"</b> means either AMSC or the Participant (as the context may require) and <b>"Parties"</b> means both AMSC and the Participant;</p> <p>x) <b>"Procurement"</b> has the meaning given to it in the recitals to this Agreement;</p> <p>y) <b>"Procurement Fee"</b> has the meaning given to it in Section 7.1;</p> <p>z) <b>"Procurement Services"</b> means all of the services performed by AMSC, for and on behalf of the Participant, as set out in Section 3.1, and any functions necessary and incidental to the performance of those services;</p> <p>aa) <b>"Program Fee"</b> has the meaning given to it in Section 7.2;</p> <p>bb) <b>"Retail Services Agreement"</b> means the form of agreement attached as Schedule "C" to this Agreement;</p> <p>cc) <b>"Retailer"</b> has the meaning set out in the Act;</p> <p>dd) <b>"Term"</b> means the period from the Effective Date to the end of the Natural Gas Term;</p> <p>ee) <b>"Termination Fee"</b> means the fee payable by the Participant if the Participant elects to terminate this Agreement, calculated in accordance with Section 11.2.</p> |
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## SCHEDULE "B"

### Natural Gas Requirement - Village of Alberta Beach

#### Natural Gas Product Table:

| Product                    | Deal Start Date | Deal End Date |
|----------------------------|-----------------|---------------|
| Fixed Price<br>Natural Gas | 01-01-2027      | 12-31-2029    |

#### Natural Gas Requirements Volumes Table (GJ)

| Monthly Contract Volumes |      |      |      |
|--------------------------|------|------|------|
| GJs                      | 2027 | 2028 | 2029 |
| January                  | 547  | 547  | 547  |
| February                 | 525  | 525  | 525  |
| March                    | 431  | 431  | 431  |
| April                    | 269  | 269  | 269  |
| May                      | 140  | 140  | 140  |
| June                     | 75   | 75   | 75   |
| July                     | 41   | 41   | 41   |
| August                   | 49   | 49   | 49   |
| September                | 104  | 104  | 104  |
| October                  | 251  | 251  | 251  |
| November                 | 421  | 421  | 421  |
| December                 | 604  | 604  | 604  |

## **SCHEDULE "C" RETAIL SERVICES AGREEMENT**

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**Attached As Next Page**

# **Retail Services Agreement**

**Between:**

**Alberta Municipal Services Corporation (AMSC)**

**AND**

**Village of Alberta Beach**

**(the Customer)**



## RETAIL SERVICES AGREEMENT

| Parties                                            | Address for Notice                                                                                                                                          |
|----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Alberta Municipal Services Corporation<br>("AMSC") | <b>Attention:</b> AMSC Energy<br>300, 8616 - 51 Avenue<br>Edmonton, Alberta T6E 6E6<br>Email: <a href="mailto:energy@abmunis.ca">energy@abmunis.ca</a>      |
| Village of Alberta Beach<br>(the "Customer")       | <b>Attention:</b> Kathy Skwarchuk<br>Box 278<br>Alberta Beach, AB T0E0A0<br>Email: <a href="mailto:aboffice@albertabeach.com">aboffice@albertabeach.com</a> |

This Retail Services Agreement sets out the terms and conditions upon which AMSC will provide Retail Services to the Customer and arrange for the supply of Products on behalf of the Customer during the Deal Term, in exchange for which the Customer will make payments to AMSC as set out in this Agreement.

This Agreement includes the following Schedules:

| Schedule Number and Name                              | Applicable & Attached               |
|-------------------------------------------------------|-------------------------------------|
| Schedule 1 - General Terms and Conditions             | <input checked="" type="checkbox"/> |
| Schedule 2 - Definitions                              | <input checked="" type="checkbox"/> |
| Schedule 3 - Retail Services and Standards            | <input checked="" type="checkbox"/> |
| Schedule 4 - Community Related Organization Guarantee | <input checked="" type="checkbox"/> |
| Schedule 5 - Sample Form of Transaction Confirmation  | <input checked="" type="checkbox"/> |

This "Agreement" is comprised of this Cover Page, each of the Schedules, any Transaction Confirmation(s) and associated Pricing Schedule(s). The Customer and AMSC acknowledge that the Agreement will be binding and effective on the date that AMSC acknowledges in writing receipt of an executed copy of the Agreement from the Customer (the "**Effective Date**"). AMSC will provide a fully executed copy of the Agreement to the Customer for the purpose of the Customer's records.

In the case of any conflict among the documents comprising the Agreement, the order of precedence, from highest to lowest, shall be as follows: Pricing Schedule(s), Transaction Confirmation(s), and then the Schedules included with this Cover Page.

**Village of Alberta Beach**

**ALBERTA MUNICIPAL SERVICES CORPORATION**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Dana Mackie

Title: \_\_\_\_\_

Title: Chief Executive Officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

### SCHEDULE 1 - General Terms and Conditions

The following General Terms and Conditions apply to the supply and sale of the Product(s) by AMSC in accordance with any Transaction Confirmation. All capitalized terms used in these General Terms and Conditions which are not otherwise defined will have the meaning set out in Schedule 2.

# **1.0. AMSC AS RETAILER OF RECORD**

1.1. The Customer appoints AMSC as the Customer's exclusive Retailer of Record to act in accordance with the Settlement Code and authorizes AMSC to deal with all applicable third parties on the Customer's behalf as may be necessary to perform the Retail Services.

# **2.0. AMSC'S OBLIGATIONS**

2.1. Subject to the earlier termination of this Agreement, AMSC will:

- a) provide Retail Services to the Customer; and,
- b) supply Product(s) set out in any applicable Transaction Confirmation, for the Customer's listed Sites, during the Deal Term.

# **3.0. INFORMATION**

3.1. Each Party shall make available to the other Party consumption data and any other available information referring to the amount of Product(s) required or supplied and other information pertinent to this Agreement. Each Party shall provide the other Party with any information relative to changes in the demand for or the supply of Product(s). AMSC shall be entitled to retain, use and disclose all information it receives from the Customer for the purposes of administering this Agreement.

3.2. "Confidential Information" includes this Agreement and any information supplied by one Party to the other Party in accordance with this Agreement, including pursuant to Section Error! Reference source not found.. Each Party undertakes that it will only use the Confidential Information for the purposes set out in this Agreement and will not disclose the Confidential Information without the prior written consent of the other Party except that a Party may disclose the Confidential Information (i) to its Representatives who are similarly bound to not disclose the Confidential Information; (ii) to comply with the provisions of this Agreement; and (iii) to comply with any applicable Law, order, regulatory or exchange rule. Each Party will notify the other Party of any disclosure required in accordance with this section, except disclosure to such Party's Representatives, and use reasonable efforts to prevent or limit such disclosure.

3.3. Each Party acknowledges that unauthorized disclosure or use of Confidential Information belonging to the other Party could cause irreparable harm and significant injury to the other Party and as such, monetary damages may not be a sufficient remedy for any disclosure of the Confidential Information.

# **4.0. USE AND SUPPLY OF PRODUCTS**

4.1. The Customer shall not permit any other persons to use the Products sold hereunder at any place other than at the Sites. Subject to use by any tenant at a Site, the Customer shall not resell or otherwise dispose of any Products purchased hereunder.

4.2. AMSC is under no obligation to provide any services or to supply Products unless, at all times during the Deal Term:

- a) the supply of Products or the provision of services by AMSC and the facilities at each Site comply with the requirements of, and do not cause AMSC to be in breach of its licence or any applicable Law;
- b) the Customer has in place the appropriate metering and related equipment as required by the Distribution Company and applicable Law; and
- c) the Customer has all permits, licences, approvals or other instruments necessary for the receipt of Products at the Site(s).

# **5.0. RENDERING AND PAYMENT OF INVOICES**

5.1. AMSC shall each month render an invoice to the Customer for the Charges.

5.2. Such invoice shall be due and payable as of the date of the invoice, and a late payment charge at a rate of 2% per month (24% per annum) compounded monthly applies from the date of the invoice. A grace period of twenty-one (21) calendar days from the date of the invoice is provided during which the late payment charge is waived if payment of such invoice is made in full within the grace period.

5.3. In the event that the Parties have executed a separate netting agreement, the terms and conditions in that separate netting agreement shall prevail.

# **6.0. PRICE, FEES AND CHARGES**

6.1. The Customer acknowledges that, in addition to all other amounts referenced in this Agreement, the Customer shall be responsible for and agrees to pay to AMSC (collectively the "Charges"):

- a) the Price under each Transaction Confirmation;
- b) the Retail Service Charge (as applicable);
- c) any Procurement Fee (as applicable);
- d) any Program Fee (as applicable);
- e) all Other Charges applicable to the supply of the Product(s);
- f) any other fees or charges set out in each Transaction Confirmation; and,
- g) applicable Taxes.

# **7.0. NO WARRANTY**

7.1. AMSC makes no warranty, express or implied, statutory or otherwise, with respect to the Products and AMSC specifically disclaims all other warranties, express or implied, including any warranty of merchantability or fitness for a particular purpose or use.

# **8.0. LIABILITY AND INDEMNITY**

8.1. The Customer hereby agrees that, except for damage, injury or loss caused by the gross negligence of AMSC or its respective agents and employees acting within the scope of their employment, AMSC shall not be liable for any damage, injury or loss, howsoever caused, suffered by or occasioned to the Customer or to any person or property either on, or brought on to, any Site and, without limiting the generality of the foregoing, AMSC shall not be liable, save as aforesaid, for any damage, injury or loss caused by:

- a) the escape of electrical energy or natural gas brought onto or delivered to the Site(s);
- b) the installation, maintenance and operation or failure of operation of the equipment owned or used by or for the benefit of the Customer, or any Distribution Company; and,

- c) any event or circumstance that interrupts or constrains AMSC's access to or use of the transmission system or any distribution system.
- 8.2. The Customer is liable for and hereby undertakes, except for damage, injury or loss occasioned by the gross negligence of AMSC or its agents and employees acting within the scope of their employment, to indemnify and save harmless AMSC and its contractors, agents and employees against any and all claims and demands which may be made against it or them as a result of any damage, injury or loss, howsoever caused, suffered by or occasioned to any person or property either on, or brought on to, the Sites.
- 8.3. Notwithstanding anything to the contrary expressed in this Agreement, AMSC shall not be liable for, and the Customer shall not pursue, any claim for damage, injury or loss of a consequential nature or any claim for damage, injury or loss resulting from the loss of sales, profits or production or output from the Customer's business at the Sites, howsoever caused.
- 8.4. The Customer agrees to indemnify and save harmless AMSC from any and all costs, including legal fees and disbursements on a solicitor and own client full indemnity basis, incurred by AMSC in connection with the enforcement of this Agreement.
- 8.5. Each Party agrees that it has a duty to mitigate damages and agrees that it will use commercially reasonable efforts to minimize any damages it may incur as a result of the other Party's performance or non-performance of this Agreement.
- 8.6. The Customer acknowledges and agrees that AMSC's liability is expressly limited to the total amount of the Retail Service Charge paid by the Customer under this Agreement up to the date of the event giving rise to such liability.
- 9.0. EVENTS OF DEFAULT OF THE CUSTOMER**
- 9.1. The occurrence of any of the following events constitutes an event of default ("**Customer Event of Default**") with respect to the Customer:
- failure of the Customer to make any payment when due under this Agreement if such failure is not remedied on or before fifteen (15) Business Days after notice of such failure is given;
  - failure of the Customer to observe and perform its other obligations in accordance with this Agreement if the failure is not remedied on or before fifteen (15) Business Days after notice of such failure is given;
  - a breach of any of the Customer's representations and warranties in this Agreement;
  - the Customer assigns this Agreement without obtaining AMSC's consent in accordance with Section 19.0;
  - the Customer becomes insolvent or is generally not paying, or admits in writing its inability to pay its debts as they become due;
  - the Customer files or consents to the filing of any petition or action seeking relief under any federal, provincial, or foreign bankruptcy, insolvency, reorganization, winding up, readjustment of debts or other similar law;
  - the Customer makes a general assignment for the benefit of its creditors, applies for or consents to the appointment of or taking of possession of any of the Customer's assets by a custodian, receiver, bailiff, receiver-manager, trustee, liquidator or other entity with similar powers;
  - the Customer removes all Sites from the Agreement or removes AMSC as its Retailer of Record for all Sites, without consent from AMSC, which is not remedied on or before fifteen (15) Business Days after receipt of written notice from AMSC; or,
  - the Customer fails to enter into a Transaction Confirmation contrary to the terms of an Aggregation Agreement between AMSC and the Customer.
- 9.2. If a Customer Event of Default has occurred, AMSC may:
- immediately discontinue the supply and sale of some or all of the Products;
  - terminate this Agreement or any one or more Transaction Confirmation, with such termination taking effect on the day of delivery of notice of such termination, provided that the Customer shall be obligated to pay AMSC the Charges for the discontinued Products up to and including the date of discontinuance of sale or termination; and,
  - in the event that such Customer Event of Default impacts the supply of, or any other matter in respect of, a Product under an Aggregation Agreement (if applicable), terminate such Aggregation Agreement.
- 9.3. In addition to all other remedies in this Agreement, in the event that this Agreement is terminated for a Customer Event of Default, the Customer agrees to pay to AMSC the Liquidated Damages in accordance with Section 11.0.
- 9.4. The termination of all or a portion of this Agreement shall not affect or limit any of the obligations of the Customer accruing up to the date of termination or any ongoing obligations pursuant to any portion of this Agreement that is not terminated by AMSC.
- 9.5. AMSC shall have no liability to the Customer arising from the termination of this Agreement in accordance with this Section **Error! Reference source not found..**
- 9.6. The provisions of this Section 9.0 shall survive the termination of this Agreement to the extent required to rectify any other default by the Customer under this Agreement.
- 10.0. EVENT OF DEFAULT OF AMSC**
- 10.1. The failure of AMSC to make available to the Customer the price and quantity of Product(s) purchased by the Customer under a Transaction Confirmation constitutes an event of default with respect to AMSC under this Agreement ("**AMSC Event of Default**"). For certainty, a billing error does not constitute an AMSC Event of Default.
- 10.2. If an AMSC Event of Default has occurred and continues for a period of fifteen (15) Business Days and remains unremedied by AMSC, then the Customer may terminate this Agreement upon written notice to AMSC, with such termination taking effect on the day of delivery of notice of such termination. For certainty, no Liquidated Damages shall be due to AMSC in the event of a termination arising from an AMSC Event of Default.
- 10.3. This Section 10.0 is not applicable to any event that falls within the scope of Section 13.0.
- 10.4. The termination of this Agreement shall not affect or limit any of the obligations of AMSC accruing up to the date of termination.
- 10.5. In the event AMSC fails to meet the Service Standards as set out in Schedule 3 to this Agreement, and upon being notified by the Customer of such failure, AMSC shall pay the credit

specified in Schedule 3. For greater certainty, a failure of AMSC to meet any Service Standards is not an AMSC Event of Default.

- 10.6. Subject to any specific right to terminate a specific Transaction Confirmation in accordance with that Transaction Confirmation's terms or to terminate this Agreement in accordance with this Section 10.0, the Customer will have no right to terminate this Agreement prior to the expiry of the Effective Period. For certainty, the termination of a Transaction Confirmation in accordance with that Transaction Confirmation's terms will not have the effect of terminating this Agreement.

#### 11.0. LIQUIDATED DAMAGES

##### 11.1. If:

- a) this Agreement is terminated by AMSC pursuant to a Customer Event of Default in Section 9.2 or by a Customer following a change in Law pursuant to Section 16.3; or
- b) the Customer cancels or terminates this Agreement or any Transaction Confirmation (except pursuant to an AMSC Event of Default);

then the Customer will pay AMSC the Liquidated Damages, if applicable. The Customer agrees to pay to AMSC the Liquidated Damages as compensation for the early termination of this Agreement within three (3) Business Days of AMSC's request.

- 11.2. The Parties acknowledge and agree that the payments provided for under this Agreement to compensate AMSC for changes in consumption or Electricity Usage Profiles, as applicable, and the calculation and payment of the Liquidated Damages by the Customer represent genuine and commercially reasonable determinations of the costs and damages arising from the relevant event in circumstances where actual damages are difficult or impossible to measure and that such amounts are not to be construed as a penalty.

#### 12.0. SET OFF

- 12.1. AMSC shall be entitled to set-off any amounts owed to the Customer by AMSC under this Agreement or otherwise against any amounts owed to AMSC by the Customer under this Agreement or otherwise.

#### 13.0. SUPPLY DISRUPTION AND EVENT OF FORCE MAJEURE

- 13.1. If the operations of a Party or its ability to perform its obligations under this Agreement (other than payment obligations) are suspended, curtailed or interfered with owing or attributable to an Event of Force Majeure, the Party shall not be liable to the other Party under this Agreement until the cause or causes thereof have been removed, provided that the Party shall take all reasonable precautions and adopt all reasonable measures to prevent or remove the cause of such suspension, curtailment or interference; however, where the cause or causes is in relation to the action, inaction, or failure of a Third Party Infrastructure Provider or Third Party Infrastructure, AMSC shall have no such obligation. In such event, the Customer shall pay the Variable Market Rate for all Product(s) consumed by the Customer during such time. Nothing in this Section 13.0 shall relieve the Customer from its liability to pay for Product(s) consumed during any such suspension, curtailment or interference. For the purposes of this Section 13.1, any market suspension, curtailment or other

suspension of the normal operation of the energy market (including, without limitation, any market suspensions provided for under any applicable laws, including the AESO Rules, as amended and as applicable) shall be deemed to be an Event of Force Majeure.

#### 14.0. CUSTOMER AUTHORIZATION

- 14.1. The Customer confirms that it has made and will make all decisions and assessments regarding this Agreement without relying upon any advice, recommendation, information or other representation (other than as expressly set out in this Agreement) provided to it by AMSC, and all such decisions including, without limitation, decisions concerning the Price and the quantities of Product(s) to be sold and purchased under this Agreement are a result of arm's length negotiations between the Parties or are based on advice and direction received by the Customer from third parties unrelated to AMSC.

- 14.2. The Customer confirms to the best of its knowledge, all authorizations, consents, approvals or exemptions required to be obtained or made by it in connection with the Agreement have been obtained or made and remain validly in effect.

#### 15.0. REPRESENTATIONS AND WARRANTIES

- 15.1. Each Party represents and warrants to each other Party as follows:

- a) it is duly organized, validly operating and in good standing under the laws of the jurisdiction of its formation and is authorized and registered to do business in Alberta;
- b) the execution, delivery and performance of this Agreement are duly authorized and do not violate any governing documents or any contracts to which it is a party or any laws, rules or regulations applicable to it;
- c) the person executing the Agreement on its behalf is duly authorized to execute and deliver it;
- d) this Agreement is a legal, valid and binding obligation, enforceable against it in accordance with its terms;
- e) it is not acting as a fiduciary or financial, investment or commodity trading advisor for the other Party and has not given the other Party (directly or indirectly through any other Person) any assurance, guarantee or representation whatsoever as to the merits of this Agreement or the expected performance or result of this Agreement.

- 15.2. The Customer represents, warrants and covenants that:

- a) the data given and representations made concerning its Sites in any Transaction Confirmation are true and correct;
- b) the Customer is the owner or lessee of the Sites or, if it is not the owner or lessee, has the authority to enter into and bind the owner and lessee of the Sites to this Agreement. If requested, the Customer will provide AMSC with written proof of such authority. The Customer will be responsible for all fees, charges, and expenses of AMSC in supplying Products to the Sites or in ceasing to supply Products to the Sites where an owner or lessee enrolls their Site with a different retailer during the Deal Term.

#### 16.0. GOVERNMENTAL APPROVALS AND REGULATION

- 16.1. Notwithstanding anything to the contrary expressed or implied in this Agreement, this Agreement shall be subject

to AMSC obtaining all requisite governmental orders, permits, approvals and consents required by Law with respect to the supply of the Product(s). AMSC will use reasonable commercial efforts to obtain all government orders, permits, approvals, and consents necessary to enable it to fulfill its obligations under this Agreement.

16.2. The Parties agree to be bound by any legislation, regulations, bylaws or similar enactments of the Federal and Provincial Governments and the relevant municipalities governing the supply of the Product(s). In the event that any of the provisions of this Agreement become inconsistent with such enactments, the provisions of such enactments shall govern.

16.3. In the event that any government, regulatory authority or government agency creates a change in Law or significant change in market structure that requires, directs or mandates that any material term of this Agreement be amended or deleted then, AMSC shall notify the Customer of any necessary amendments to this Agreement which will take effect upon such notice being given to the Customer. Upon being provided with notice of the amendments, the Customer shall have thirty (30) days to provide notice in writing of its election to terminate this Agreement. If the Customer does not provide notice of its election to terminate before the expiry of the thirty (30) day period, the Customer shall be deemed to have accepted the amendments.

#### 17.0. SUCCESSORS AND ASSIGNS

17.1. This Agreement and everything contained within this Agreement shall enure to the benefit of and is binding upon the Parties and their respective successors and permitted assigns.

#### 18.0. ASSIGNMENT BY AMSC

18.1. AMSC may assign this Agreement, in whole or in part, on the provision of thirty (30) days' notice. Upon such assignment, the assignee shall have all of the rights, duties, powers, privileges and liabilities which AMSC had prior to such assignment and AMSC shall be released from any and all liability pursuant to this Agreement.

#### 19.0. ASSIGNMENT BY CUSTOMER

19.1. This Agreement may only be assigned by the Customer with written consent from AMSC which, provided AMSC, in its discretion, is satisfied with the creditworthiness of the proposed assignee, shall not be unreasonably withheld. Such consent will not be required where the assignment results from the dissolution of a municipality in accordance with the *Municipal Government Act*. In the event that the Customer assigns or attempts to assign this Agreement other than in accordance with this Section 19.0, or if any other Person occupies any Sites, the Customer shall remain liable for all obligations to AMSC pursuant to this Agreement.

#### 20.0. ENROLMENT PROCESS

20.1. The Customer acknowledges and agrees that AMSC is responsible for enrolling Sites on behalf of the Customer using information supplied by the Customer. The Customer acknowledges and agrees that it is responsible for validating the accuracy of the enrolment and that AMSC holds no responsibility or liability for the enrolment process required by the Distribution Company or those providing services on its behalf in accordance with the Settlement Code and the Customer acknowledges and agrees that it is solely responsible for supplying accurate information that will

allow the Distribution Company to proceed with its enrolment process. The Customer further acknowledges that it is solely responsible for the payment of distribution charges as charged by the Distribution Company. The Customer will indemnify and hold harmless AMSC for any loss or damage experienced by AMSC due to the Customer providing inaccurate information.

#### 21.0. DISTRIBUTION COMPANY TERMS AND CONDITIONS

21.1. The Customer acknowledges and agrees that it is bound by the applicable terms and conditions of the Distribution Company and failure of the Customer to comply with or adhere to the applicable terms and conditions may result in the Customer being disconnected from the distribution system.

#### 22.0. NOTICES

22.1. All notices required under this Agreement must be in writing and delivered by registered mail, email, or fax to the addresses for notice set out on the Cover Page of this Agreement.

22.2. Notices sent by registered mail will be deemed to have been received five (5) days after the date of mailing, provided there is no interruption in the postal service, in which case notice must be delivered by one of the other methods.

22.3. Notices sent by fax or e-mail shall be deemed to have been received on the Business Day following the date of transmission or delivery, as applicable.

22.4. Either Party may amend its address for notice by providing written notice to the other in accordance with this Section 22.0.

#### 23.0. GOVERNING LAW AND DISPUTE RESOLUTION

23.1. This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and of Canada, as amended from time to time, and will be treated as an Alberta contract. Each Party irrevocably attorns and submits to the exclusive jurisdiction of the courts of the Province of Alberta. Any legal proceedings arising directly or indirectly out of this Agreement will be litigated in the City of Edmonton in the Province of Alberta. Each Party hereby irrevocably and unconditionally waives any right such Party may have to a trial by jury in respect of any action, suit or proceeding directly or indirectly arising out of or relating to this Agreement or the transactions contemplated by this Agreement.

#### 24.0. ELIGIBLE FINANCIAL CONTRACT

24.1. For the purpose of any proceedings under the *Bankruptcy and Insolvency Act* (Canada), the *Companies' Creditors Arrangement Act* (Canada) or the *Winding-Up and Restructuring Act* (Canada), and the bankruptcy, insolvency, creditor protection or similar laws of the governing jurisdiction (regardless of the jurisdiction of such application or competence of such law), this Agreement shall constitute a "forward commodity contract" within the meaning of the definition of an "eligible financial contract" under the applicable legislation and is an "eligible financial contract".

#### 25.0. WAIVER AND SEVERABILITY

25.1. Failure to provide notice of, or object to, any default under this Agreement will not operate or be construed as a waiver of any future default, whether like or different in character. Should any provision of this Agreement be void, voidable, or unenforceable for any reason whatsoever, it shall be considered separate and severable from the remaining

91

provisions of this Agreement, which shall remain in force and be binding as though the said provision had not been included.

**26.0. JOINT AND SEVERAL LIABILITY**

- 26.1. If this Agreement has been executed by more than one Person as the Customer, the liability of such Persons is joint and several and every reference in this Agreement to the "Customer" shall be construed as meaning each Person who has executed it as well as all of them.

**27.0. AMENDMENT**

- 27.1. Except as set out in Section 16.3, all amendments to this Agreement will require consent of both AMSC and the Customer. Except to the extent otherwise explicitly provided in this Agreement, no amendment to this Agreement, including a Transaction Confirmation, will be valid or given any effect unless signed by both Parties. Any alteration, addition or modification made by the Customer to the preprinted terms of this Agreement will be void and without any effect.

**28.0. ENTIRE AGREEMENT AND SURVIVAL OF TERMS**

- 28.1. This Agreement is the entire agreement between the Parties, supercedes all prior oral agreements and understandings regarding the subject matter of this Agreement and may not be contradicted by any prior or contemporaneous oral or written agreement. The applicable provisions of this Agreement will continue in effect after termination or expiry of the Agreement to the extent necessary, including but not limited to, providing for final billing, billing adjustments and payments, limitation of liability, confidentiality, set off, the forum and manner of dispute resolution and with respect to any indemnification obligations under this Agreement. The section headings used in this Agreement are for reference purposes only and will in no way affect the meaning of the provisions of this Agreement.

**29.0. COUNTERPART EXECUTION**

- 29.1. This Agreement may be executed in one or more counterparts. All such counterparts when taken together shall constitute one and the same instrument. This Agreement may be executed by DocuSign or other electronic signature and can be delivered by facsimile, PDF or other digital form all of which shall constitute an original signature.

## SCHEDULE 2 - Definitions

Capitalized terms used in this Agreement are as defined below, or as defined in the Transaction Confirmation if not defined below.

**"ABmunis"** means the Association of Alberta Municipalities;

**"ABmunis Bylaws"** means the bylaws of ABmunis filed with Alberta Corporate Registry as of February 22, 2023, as may be amended from time to time;

**"ABmunis Member"** means:

- a) a Regular Member, as such term is defined in the ABmunis Bylaws; or,
- b) an Associate Member, as such term is defined in the ABmunis Bylaws.

**"Act"** means the *Electric Utilities Act*, SA 2003, c E-5.1, as amended from time to time;

**"AECO C Daily Index"** means for each Day, the price in Canadian Dollars per GJ equal to the average price in Canadian Dollars per GJ published on the **"Canadian Domestic Gas Price Report"** page, in the table **"Daily Spot Gas Price at AECO C & NOVA Inventory Transfer"** reported for the applicable Day in the first edition of the *Canadian Gas Price Reporter* ("CGPR") published in the month immediately following the month in which such Day falls, except where:

- a) Price lines will be excluded if the Day is a Friday, Saturday, a Sunday or a statutory holiday that falls on a Monday and substituting in place of each such Day the price on the line identified as **"Weekend#"** for the weekend occurring closest to such Day.
- b) If such Day is a statutory holiday which falls on a Tuesday, Wednesday or Thursday, the AECO C Daily Index for such Day shall be the AECO C Daily Index for the previous Business Day.
- c) It may be necessary to use the CGPR for the preceding month to locate the AECO C Daily Index for the closest Business Day or weekend.
- d) The AECO C Daily Index utilized may be a daily value or an average depending upon how the natural gas is purchased or sold by AMSC on behalf of the Customer.
- e) If the required published prices are not available or incorrect at the time the account invoice is rendered, AMSC shall estimate the price and later adjust for the final published prices.
- f) If Canadian Enerdata Ltd., the publisher of CGPR, ceases to publish the information required to determine the AECO C Daily Index or there is a material change in the formula for or the method of calculating the AECO C Daily Index, the AECO C Daily Index shall mean the price in Canadian Dollars per GJ for the applicable Day published by an alternative source, as determined by AMSC, acting reasonably;

**"AESO"** means the Alberta Electric System Operator, the operating name for the ISO for the power pool as defined in the Act;

**"AESO Rules"** means the rules made by the ISO pursuant to the Act, as amended from time to time;

**"Aggregation Agreement"** means an agreement between AMSC and the Customer whereby the Customer agrees to participate in a procurement for electricity or natural gas for aggregated volumes of AMSC's customers;

**"Agreement"** means the Retail Services Agreement to which these definitions are attached, and includes all of the attached

Schedules listed on the Cover Page and any applicable Transaction Confirmations;

**"AMSC"** means Alberta Municipal Services Corporation;

**"AMSC Event of Default"** has the meaning given to it in Section 10.1 of Schedule 1;

**"Balancing Pool"** has the meaning given to it in the Act;

**"Business Day"** means a day other than a Saturday, Sunday or statutory holiday in Edmonton, Alberta;

**"Charges"** has the meaning given to it in Section 6.1 of Schedule 1;

**"Community Related Organization"** or **"CRO"** means a potential customer or Customer that is not a Municipality but is a Municipality related non-profit organization, special purpose board, community association, club or society that is an ABmunis Member provided that Community Related Organizations shall not include any businesses or private facilities unless they are wholly owned by an Alberta Municipality or it can be demonstrated that their liabilities under this Agreement are guaranteed by a Municipality in accordance with Schedule 4;

**"Confidential Information"** has the meaning given to such term in Section 3.2 of Schedule 1;

**"Consumption Meter"** means a cumulative electrical energy meter that records consumption (kWh) and peak demand information;

**"Cover Page"** means the first page of this contract on which the Parties' signatures are affixed which incorporates the schedules that form the entirety of the Agreement;

**"Customer"** means the Party identified as the Customer on the Cover Page of this Agreement;

**"Customer Event of Default"** has the meaning given to it in Section 9.1 of Schedule 1;

**"Day"** means a period of 24 consecutive hours, beginning at 12:00 a.m. Mountain Prevailing Time and ending at 11:59:59 p.m. Mountain Prevailing Time on the following calendar day;

**"Deal End Date"** means the date upon which the supply of a Product ends for Sites under a specific Transaction Confirmation;

**"Deal Start Date"** means the date upon which the supply of a Product starts for Sites under a Transaction Confirmation;

**"Deal Term"** means the period of time between the Deal Start Date and Deal End Date for any Transaction Confirmation;

**"Deemed Profile"** is an electrical energy profile used for specific customer classes that have Consumption Meters. The deemed profiles are produced by the Distribution Company and used by the AESO and retailers to determine the Customer's electrical energy consumption on an hourly basis for the purposes of billing and settlement;

**"Distribution Company"** means:

- a. where the Product supplied is natural gas, the natural gas distribution operator, local distribution company, pipeline operator, meter service provider and/or Meter Data Manager; and,
- b. where the Product supplied is electrical energy, the Wire Services Provider, Wire Owner, Load Settlement Agent, Meter Service Provider and/or Meter Data Manager.

**"Effective Date"** has the meaning given to it on the Cover Page;

**"Effective Period"** means the period of time that this Agreement is in force and effect, commencing on the Effective Date and continuing until the last Deal End Date under the last subsisting

Transaction Confirmation and all obligations of each of the Parties pursuant to this Agreement and the Transaction Confirmation(s) have been satisfied in full, including those related to any post final settlement adjustments or other settlement adjustments under any Law;

**"Electricity Usage Profiles"** means the pattern in which a Customer consumes electrical energy on an hourly basis as derived from their individual meters or aggregated meters at the Site(s) which may be a Deemed Profile;

**"Event of Force Majeure"** means an act of God, pandemics, endemics, weather or climate related events such as wind storms, floods, freezing rain, ice storms, war, rebellion, sabotage, fire, or other causes beyond the reasonable control of a Party, including without limitation, strikes, labour disputes, differences with workmen, breakage or accident or necessity of repairs to machinery, equipment or pipelines or like causes (excepting and excluding however lack of finances) or AMSC is unable to secure the Product(s) for any reason, including without limitation supply disruptions as a result of the Third Party Infrastructure Provider, howsoever caused;

**"GJ" or "Gigajoule(s)"** means 1,000,000,000 joules;

**"Imbalance Charges"** means charges applied by the Distribution Company when expected Customer demand exceeds supply or Customer demand is less than supply, causing an imbalance requiring spot market purchase or sale of natural gas, respectively, to balance consumption requirements and compensate the Distribution Company for differences between nominated and actual natural gas distribution requirements;

**"ISO"** means the Alberta Independent System Operator, as defined in the Act;

**"kWh" or "kilowatt-hour"** is a measure of electrical energy, a unit of work or energy, measured as 1,000 watts of power expended for 1 hour;

**"Law"** means any law, rule, regulation, ordinance, bylaw, statute, directive, judicial decision, administrative order, rule of the public utilities commission, public service commission or similar provincial commission or agency having jurisdiction over the Distribution Company or the electricity or natural gas distribution or transmission system in Alberta, and includes any AESO operating guideline or protocol, Wire Owner, Wire Services Provider or AESO tariff, as applicable;

**"Liquidated Damages"** means:

- a) the termination fee set out in a Transaction Confirmation; or,
- b) where the applicable termination fee is not expressly set out in a Transaction Confirmation, the sum of the Contract Value plus all Costs, less the Market Value provided that, if the Market Value exceeds the sum of the Contract Value and Costs, this value will be deemed to be zero. For the purposes of this definition:
  - i. **"Contract Value"** means the sum of the Price, Retail Service Charge (if applicable), Program Fee (if applicable) and Procurement Fee (if applicable) multiplied by the Contracted Volumes of the Product(s) for each terminated Transaction Confirmation;
  - ii. **"Market Value"** means the amount paid by a bona fide third party for the Contracted Volumes at current market prices for each terminated Transaction Confirmation. AMSC shall use reasonable commercial efforts to find a third-party buyer for the Contracted Volumes and determine a reasonable Market Price;

however, in the event AMSC is unsuccessful in finding a suitable third-party buyer for the Contracted Volumes, for whatever reason as determined by AMSC, the Market Price shall be deemed to be zero;

- iii. **"Costs"** means any costs or expenses incurred or payable by AMSC in terminating this Agreement or any Transaction Confirmation or liquidating the Contracted Volumes;
- iv. **"Contracted Volumes"** means the volumes of Product(s) AMSC would have supplied to the Customer had this Agreement or the applicable Transaction Confirmation not been terminated, and is the sum of the identified volumes set out in an applicable Pricing Schedule for the remainder of the Deal Term;

**"Load Settlement Agent"** has the meaning given to it in the Settlement Code;

**"Meter Data Manager"** has the meaning given to it in the Settlement Code;

**"Meter Service Provider"** has the meaning given to it in the Settlement Code;

**"Municipality"** has the meaning given to such term in the *Municipal Government Act*, RSA 2000, c M-26, as amended;

**"MWh" or "Megawatt Hour"** is a measure of electrical energy, a unit of work or energy, measured as 1,000,000 watts of power expended for one (1) hour;

**"Other Charges"** means:

- a) where the Product being supplied is electrical energy, all charges from third parties incurred by AMSC on behalf of the Customer including all transmission charges, distribution charges, franchise fees, charges levied by the AESO (including trading charges and "uplift" charges) to the extent incurred by AMSC in supplying electrical energy under this Agreement, Balancing Pool payments and credits, distribution losses, charges for unaccounted for energy and any other charges now or hereafter levied on or incurred by AMSC from a third party on behalf of the Customer in selling electrical energy under this Agreement, including any miscellaneous retailer AMSC processing charges;
- b) where the Product being supplied is natural gas, all other charges relating to the natural gas to be supplied, purchased or sold by AMSC on behalf of the Customer as contemplated in this Agreement and as allocated by AMSC to the Site(s) including, without limitation, any and all applicable transmission or distribution costs and charges, or assumed or indemnified charges as may be assessed by or through the Distribution Company as the result of delivery of natural gas to the Site or sold by AMSC as contemplated by this Agreement, including any miscellaneous retailer AMSC processing charges, the Imbalance Charge(s), or tolls applied without natural gas, any matters incidental thereto and any act or omission of the Customer or of AMSC taken or omitted at the request of or on behalf of the Customer. For natural gas, AMSC may also, at its sole discretion, charge actual or deemed costs incurred in moving natural gas from the TransCanada Alberta System pipeline (formerly NOVA) to the ATCO Gas distribution system, including but not limited to ATCO Pipelines Other Pipeline Receipt Charges and Rider "D".

**"Party"** means either AMSC or the Customer, as the context requires, and **"Parties"** means both AMSC and the Customer collectively;

**"Person"** means an individual, corporation, partnership, joint venture, limited liability company, governmental authority, unincorporated organization, trust, association, or other entity;

**"Pool Price"** means the price of electrical energy for each hour of each day as posted by the AESO at the close of the second (2nd) Business Day following the end of each month on its internet website, currently located at <http://ets.aeso.ca> under "Reports / Historical / Pool Price", provided that:

- a) if the required posted prices are not available or incorrect at the time the AESO invoice is rendered, AMSC shall reasonably estimate the price and later adjust for the final posted prices; and,
- b) if the AESO ceases to publish the information required to determine the Pool Price or there is a material change in the formula for or the method of calculating the Pool Price, the Pool Price shall mean the price in Canadian Dollars per kWh for the applicable hour published by an alternative source, as determined by AMSC, acting reasonably;

**"Price"** means the price identified in a Transaction Confirmation as the applicable Product price;

**"Pricing Schedule"** means a binding pricing schedule between the Customer and AMSC evidencing a transaction and confirming the pricing terms including but not limited to Price, related fees and charges, volumes, and Retail Services, provided by AMSC, forming the subject of a binding transaction or series of transactions pursuant to this Agreement;

**"Procurement Fee"** means a fee payable to AMSC to facilitate the procurement of any Product supplied to the Customer which will be set out in a Transaction Confirmation;

**"Product"** means the electrical energy, natural gas or RECs, as the case may be, or any other energy product or services to be supplied by AMSC to the Customer under this Agreement;

**"Program Fee"** means a fee payable in accordance with the terms of an Aggregation Agreement;

**"Renewable Energy Certificate" or "REC"** means a credit, reduction right, offset, allocated pollution right, emission reduction allowance or other proprietary or contractual right, whether or not tradable, resulting from the actual or assumed displacement of emissions by the production of one (1) MWh of electrical energy as a result of the utilization of renewable energy technology certified under the ECOLOGO® Certification Program through Underwriters Laboratories (Renewable Low-Impact Electricity Products, UL 2854) or Green-e Certification Program (Commercial Renewable Energy Certificates), or an agreed upon successor program, and evidenced in certificate form. In the event that any government or non-government agency, whether provincial, federal, national or international in scope or authority, creates or sanctions a registry, trading system, credit, offset or other program relating to Renewable Energy Certificates or their equivalent, the term Renewable Energy Certificate as used in this Agreement shall include the rights or benefits created or sanctioned under any such program or programs;

**"Representatives"** means a Party's employees, lenders, counsel, accountants, auditors or other advisors or its credit support provider's employees, lenders, counsel, accountants, auditors or other advisors;

**"Retailer of Record"** has the meaning given to the term in the Settlement Code and for the purposes of this Agreement is represented by AMSC;

**"Retail Service Charge"** means a service charge payable for the provision of the Retail Services in addition to the Price and is specified in the Transaction Confirmation applicable to the supply of a Product;

**"Retail Services"** means the following functions to be carried out by AMSC:

- a) acting as the Customer's exclusive Retailer of Record;
- b) acting as the Customer's agent in accordance with the terms of the Agreement;
- c) supply of the Product(s);
- d) invoicing the Customer for the amounts owing by the Customer to AMSC under this Agreement;
- e) maintaining records and accounts in respect to the Product(s) supplied to the Customer;
- f) responding to Customer inquiries regarding the supply and invoicing of the Product(s);
- g) where inquiries are made by the Customer related to functions of the Distribution Company, directing the Customer to the Distribution Company in whose service area the Customer resides, as applicable;
- h) such further services as may be set out in the Transaction Confirmation applicable to a Site, including settlement functions as applicable; and,
- i) any other services set out in Schedule 3 to this Agreement.

**"Sites"** means the Customer's sites identified by Site ID number in any Site Information Schedule;

**"Site Information Schedule"** is a listing of Sites to be served pursuant to a Transaction Confirmation;

**"Settlement Code"** means:

- a) where the Product supplied is electrical energy or RECs, Version 2.10 of the Alberta Utilities Commission's Rule 021: *Settlement System Code Rules*, as amended, which rules are made by the Alberta Utilities Commission under the Act to govern load settlement in the Province of Alberta;
- b) where the Product supplied is natural gas, Version 1.8 of the Alberta Utilities Commission's Rule 028: *Natural Gas System Settlement Code Rules*, as amended, which rules are made by the Alberta Utilities Commission to govern natural gas settlement at the retail natural gas market level in the Province of Alberta;

**"Service Standards"** means the standards applicable to the provision of Retail Services by AMSC, as set out in Schedule 3 to this Agreement;

**"Taxes"** means goods and services taxes, value added taxes and any other taxes or governmental charges that are applicable to the Charges under this Agreement;

**"Transaction Confirmation"** means an agreement between the Customer and AMSC in substantially the form as set out in Schedule 5, for the supply of a Product(s) that may contain additional terms and conditions applicable to the supply of a Product(s) and will include the Pricing Schedule for the supply of a Product(s);

**"Third Party Infrastructure"** means:

- a) plants located within Alberta owned by parties other than AMSC or a wholly owned subsidiary of AMSC and shall include, but shall not be limited to, wind plants, hydroelectric facilities and biomass facilities;

b) the electrical energy and natural gas distribution system operated by the Distribution Company; and,

c) the electrical energy and natural gas transmission system.

**"Third Party Infrastructure Provider"** means a Distribution Company, an operator of Third Party Infrastructure, or any of their contractors or subcontractors;

**"Variable Market Rate"** means:

a) where the Product being supplied is electrical energy, the Pool Price;

b) where the Product being supplied is natural gas, the AECO C Daily Index.

**"Wire Owner"** has the meaning given to it in the Settlement Code;

**"Wire Services Provider"** has the meaning given to it in the Settlement Code.

## SCHEDULE 3 – Retail Services and Service Standards

---

### 1.0. Retail Services

#### 1.1. AMSC agrees to:

- a. Comply with all rules and regulations and industry standards pertaining to Retail Services;
- b. Provide the Customer with access to a customer care centre in order to address inquiries and requests;

Note: Call Centre is staffed from 8:30 a.m. to 4:30 p.m. on Business Days.

Phone: (780) 433-4431

Email: [energy@abmunis.ca](mailto:energy@abmunis.ca)

Fax: (780) 433-4454

Phone, email and fax numbers are subject to change with reasonable notice.

- c. Provide the Customer with access to a dedicated accounts coordinator for portfolio management;
- d. Perform enrolment/de-enrolment of Sites with the Distribution Company, including adding and deleting sites;
- e. Assist Customers in resolving enrolment/de-enrolment distribution charges and settlement disputes;
- f. Provide a consolidated invoice for the Customer each month;
- g. Provide detailed billing information electronically each month;
- h. Provide access to online reporting;
- i. Provide custom analysis and/or reports (separate charges may apply) on request, where feasible;

#### Electricity Services where the Product supplied is electricity

- a. Review with the Customer all existing electrical accounts with AMSC, including consumption data and price options;
- b. Plan energy purchases as appropriate;
- c. Assist the Customer in providing information for the Customer's selection of appropriate hedging strategies, respecting risk tolerance and preferences communicated to AMSC;
- d. Monitor and report on current and future commodity pricing;
- e. Assist in operational budget preparation and forecasting of commodity costs pertaining to this Agreement;

#### Natural Gas Services where the Product supplied is Natural Gas

- a. Perform analysis for historic consumption by site;
- b. Plan energy purchases as appropriate;
- c. Perform monthly nominations with the applicable pipeline/Distribution Company;
- d. Perform balancing operations as required;
- e. Monitor and report on current and future commodity pricing;
- f. Assist in operational budget preparation and forecasting of commodity costs pertaining to this Agreement.

## 2.0 Service Standards

2.1. The Service Standards set forth below will apply to the Retail Services. In the event AMSC fails to meet such Service Standards, AMSC, following notice of its failure as provided in the Agreement and at its option, shall provide the Customer with the applicable credits in accordance with the Agreement. These credits are the sole recourse that the Customer may have pursuant to this Agreement for any breach of a Service Standard.

All credits payable in accordance with the foregoing shall be applied to AMSC's next invoice or, in the event no further invoices are to be provided by AMSC, will be paid by cheque to the Customer.

| Service Component                           | Service Standard                                                                                                                                                                                                                                                                                   | Caveats                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Credit Applicable                                                                                        |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| Timeliness of Customer Call Centre Response | AMSC will respond to/acknowledge all calls, e-mails and faxes within one Business Day.                                                                                                                                                                                                             | Communication received after 3:00 p.m. will be deemed to have been received on the next Business Day for measurement purposes.                                                                                                                                                                                                                                                                                                                           | Credit of \$25 for each instance AMSC fails to meet the Service Standard.                                |
| Timeliness of Service Request Completion    | Unless AMSC advises the Customer otherwise, the following standards will be assumed: <ul style="list-style-type: none"> <li>• General billing inquiries: 3 Business Days</li> <li>• Enrolment/De-enrolment: 10 Business Days.</li> <li>• Energization/De-energization: 10 Business Days</li> </ul> | In no event will AMSC be responsible for failure to meet this Service Standard when such failure is due solely or in part to inaccurate information provided by the Customer or third parties not fulfilling their obligations after AMSC's exertion of reasonable commercial efforts to secure the fulfillment of such obligations. Third parties in this provision include the Wire Services Provider, Load Settlement Agent and Distribution Company. | Credit of up to \$250 for each instance AMSC fails to meet the Service Standard.                         |
| Timeliness of Customer Invoice              | Invoices to the Customer will be issued within 5 Business Days of the standard invoice date. For the purposes of this Service Standard, the "standard invoice date" will be the 8 <sup>th</sup> Business Day of the month.                                                                         | In the event that external circumstances outside AMSCs control delay the delivery of a printed invoice, an electronic invoice delivered within the acceptable timeframe shall be considered to have met the Service Standard.                                                                                                                                                                                                                            | Credit of \$250 for each instance AMSC fails to meet the Service Standard.                               |
| Accuracy of Services                        | Inaccuracies in Customer account, contract, and/or site set-up information, market transactions, and/or billing services shall be resolved within 90 days of their identification provided accurate information is received from the Customer.                                                     | In no event will AMSC be responsible for failure to meet this Service Standard when such failure is solely due to third parties not fulfilling their obligations after AMSC's exertion of reasonable commercial efforts to secure the fulfillment of such obligations. Third parties in this provision include the Wire Services Provider, Load Settlement Agent and Distribution Company.                                                               | A credit of 20% of the Retail Service Charge for the affected period credited to the Customer's account. |

□

## **SCHEDULE 4 – Community Related Organization (CRO) Guarantee**

Customer Number: 354866

All capitalized terms have the meaning ascribed thereto in Schedule 2.

### **1.0. Parental Guarantee**

The Customer guarantees the performance and obligations of all Community Related Organizations listed within this Schedule 4 as Site(s) to receive Product(s) under the terms and conditions of this Agreement.

### **2.0. Notification and Authorization**

The Customer confirms that it has consulted with and has the prior agreement of any Community Related Organization(s) listed within this Schedule 4 to enter into this Agreement and arrange for the supply of electrical energy, natural gas and/or REC(s) under the terms and conditions of this Agreement on behalf of the Community Related Organization(s).

Village of Alberta Beach

Customer Legal Entity Name

Alberta Municipal Services Corporation

Authorized Representative

Position

Signature

Date

Dana Mackie

Authorized Representative

Chief Executive Officer

Position

Signature

Date

### CRO Information Schedule

[illegible]

100

## SAMPLE TRANSACTION CONFIRMATION

**THIS TRANSACTION CONFIRMATION MUST BE RETURNED TO AMSC SIGNED BY THE CUSTOMER BY:  
15:28 MOUNTAIN TIME ON 11-30-2026 (THE "DEADLINE").**

This Transaction Confirmation is entered into between AMSC and the undersigned Customer and is attached to and forms part of the Retail Services Agreement between AMSC and the Customer (the "Agreement"). Capitalized terms used herein are defined in the Agreement unless otherwise defined in this Transaction Confirmation. In the event of a conflict between this Transaction Confirmation and any other part of the Agreement, this Transaction Confirmation will prevail.

More than one Transaction Confirmation may be in effect at one time. Each Transaction Confirmation will be numbered consecutively, and each amendment to an existing Transaction Confirmation will also be numbered consecutively. Details of this Transaction Confirmation are as follows:

1. Transaction Confirmation:           6920N.1
2. Amendment to any existing Transaction Confirmation?   NO
3. If yes, this is Amendment:               #
4. Product Selection:

For the purposes of this Transaction Confirmation, the Customer has chosen the following Product(s):

| Electricity              |                                 | Natural Gas                         |                           |
|--------------------------|---------------------------------|-------------------------------------|---------------------------|
| <input type="checkbox"/> | Electricity (Variable)          | <input type="checkbox"/>            | Natural Gas (Variable)    |
| <input type="checkbox"/> | Electricity (Fixed Price)       | <input checked="" type="checkbox"/> | Natural Gas (Fixed Price) |
| <input type="checkbox"/> | Electricity (Full Requirements) | <input type="checkbox"/>            |                           |
| <input type="checkbox"/> | AMSC Small Microgen Solar Rate  | <input type="checkbox"/>            |                           |
| <input type="checkbox"/> | RECs                            | <input type="checkbox"/>            |                           |

5. Product Description, Terms and Conditions: This Transaction Confirmation is subject to the additional terms and conditions set out in the attached Schedule A, which forms part of this Transaction Confirmation.
6. Price and Deal Term: This Transaction Confirmation is subject to the Price, Deal Term, volumes, applicable fees and other terms set out in the Pricing Schedule(s) attached as Schedule B, which forms part of this Transaction Confirmation.
7. Site Information: This Transaction Confirmation is subject to the Site Information Schedule attached as Schedule C, which forms part of this Transaction Confirmation.
8. Additional Schedules: This Transaction Confirmation is subject to the following additional Schedule(s) which are specific to the Product(s) selected and are attached hereto and form a part of this Transaction Confirmation:

101

**Execution and Delivery**

Provided that the executed copy is delivered to AMSC prior to the Deadline, this Transaction Confirmation is binding and effective on the date that AMSC acknowledges in writing receipt of an executed copy of the Transaction Confirmation from the Customer, upon which this Transaction Confirmation will attach to and form part of the Agreement. AMSC will provide a fully executed copy of the Transaction Confirmation to the Customer for the purpose of the Customer's records.

IN WITNESS WHEREOF, the Customer has executed this Transaction Confirmation as of the date below.

**Village of Alberta Beach**

Per: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**ALBERTA MUNICIPAL SERVICES CORPORATION**

Per: \_\_\_\_\_  
Name: Dana Mackie  
Title: Chief Executive Officer  
Date: \_\_\_\_\_

102

## SCHEDULE A

### TERMS AND CONDITIONS SPECIFIC TO THE SUPPLY OF NATURAL GAS – NATURAL GAS (FIXED PRICE)

#### 1.0 DEFINITIONS

Capitalized terms used in this Schedule are defined below, or defined in Schedule 2 to the Retail Services Agreement if not otherwise defined below.

**"Daily Contract Volume"** means the Monthly Contract Volumes divided by the number of days in the applicable month;

**"Market Differential"** means a positive or negative market differential that AMSC may apply to account for differences between the actual price of natural gas at the time of transacting and the daily average price reflected in the AECO C Daily Index;

**"Monthly Contract Volumes"** means the volumes described as the "Monthly Contract Volumes" in Schedule B – Pricing Schedule, expressed in GJ per month;

**"Sites"** means the sites specified in Schedule C – Site Information Schedule and **"Site"** means any one of them;

**"Spot Market Purchases"** means quantities of natural gas greater than the Daily Contract Volume bought by AMSC on behalf of the Customer;

**"Spot Market Sales"** means quantities of natural gas less than the Daily Contract Volume (the result obtained by subtracting the actual delivered natural gas from the Daily Contract Volume) sold by AMSC on behalf of the Customer; and,

**"Unaccounted for Gas Costs"** means "unaccounted for gas" and "fuel gas" charges levied by the Distribution Company.

#### 2.0 SALE OF NATURAL GAS

- 2.1 AMSC agrees to sell to the Customer, and the Customer agrees to purchase from AMSC, natural gas at the Price specified in Schedule B – Pricing Schedule for each Site during the Deal Term, it being understood and agreed that AMSC does not have any obligation or responsibility for the production, distribution, delivery or quality of natural gas (including the provision of natural gas on a continuous basis without interruption, reduction or impairment), the metering equipment or measurement of natural gas, and that such activities are the sole responsibility of the Distribution Company and other third parties, as applicable. The Customer agrees that it will not purchase natural gas from any other retailer or party for use at the Sites during the Deal Term.
- 2.2 In addition to the Price, the Customer agrees to pay to AMSC all other applicable fees, as set out in Schedule B – Pricing Schedule.
- 2.3 In Schedule C – Site Information Schedule, the Customer is required to specify its Sites subject to supply of natural gas pursuant to this Transaction Confirmation.
- 2.4 The supply of natural gas under this Transaction Confirmation is subject to the provisions contained herein and to any variations in quality or pressure attributable to the operations or failure of the Distribution Company's system or any other transmission system.
- 2.5 The Customer acknowledges and agrees that the Price is based on, and applies to, the Daily Contract Volume for the Sites but the actual quantity of natural gas sold to each Site may vary (including, without limitation, as a result of a volumetric or energy content conversions). Accordingly, AMSC may from time to time be required to sell to each Site on any Day actual volumes of natural gas that are either greater (such excess being the Spot Market Purchases) or less than the Daily Contract Volume (the result obtained by subtracting the actual delivered natural gas from the Daily Contract Volume, such deficiency being the Spot Market Sales). Therefore,

AMSC shall be authorized, from time to time, to purchase or sell natural gas as applicable, on the Customer's behalf and for the Customer's account, and AMSC shall, on an ensuing invoice to the Customer, either:

- a) in the case of Spot Market Purchases, charge to the Customer the quantity, as reasonably determined by AMSC, of natural gas purchased at the Variable Market Rate plus any Market Differential (if applicable); or
- b) in the case of any Spot Market Sales, credit to the Customer the quantity, as reasonably determined by AMSC, of natural gas sold at the Variable Market Rate plus any Market Differential (if applicable).

#### 3.0 SETTLEMENT DATA

- 3.1 The Customer acknowledges that the settlement data and methodologies which will determine the quantity of natural gas sold to the Sites together with related charges and matters, including the measurement, estimating missing meter readings and consumption amounts, calculating and allocating distribution losses and unaccounted for natural gas, will be determined by or for the relevant Distribution Company in accordance with the Settlement Code and, subject to the provision of the Settlement Code, will be binding on AMSC and the Customer. If the Distribution Company fails at any time to provide the settlement data, AMSC may charge the Customer based on estimated consumption.
- 3.2 AMSC shall be entitled to flow through any post final settlement corrections and the Customer agrees to pay: any share of such settlement corrections directly attributable to the Customer; and its pro-rata share of all such corrections which are not directly attributable to the Customer.

**4.0 METERING AND DETERMINATION OF QUANTITIES**

**4.1** All metering services, if any, will be performed by the Distribution Company. If the Customer believes the metering equipment is registering inaccurately, the Customer shall contact AMSC who will contact the Distribution Company on the Customer's behalf, and the Customer shall be responsible for any fees charged by the Distribution Company. The Customer agrees that:

- a) the Distribution Company will determine the amount of natural gas delivered to each Site between measurement intervals and may do so by periodic measurement, estimation, allocation or otherwise and AMSC shall be entitled to charge the Customer accordingly, provided if the Distribution Company fails to determine the amount of natural gas delivered to any Site(s) between measurement intervals, AMSC will be entitled to estimate same and charge the Customer accordingly;
- b) AMSC will determine the amount of natural gas delivered daily to each Site, invoice the Customer and the Customer shall pay, based upon:
  - i. Daily Contract Volume; and,
  - ii. AMSC's estimated consumption for each Site based upon the best available settlement information from the Distribution Company at the time of invoicing, using commonly accepted standards and subsequent invoices will be adjusted and rendered if necessary to account for finalized settlement information when available.

**4.2** AMSC's final determination as to the amount of natural gas sold to each Site for any Day (Imbalance Charges and Unaccounted for Gas Costs or Other Charges allocated to same) shall be conclusive and binding between the Customer and AMSC.

**4.3** The Customer's natural gas consumption details are received by AMSC from various sources, at various times, and often include significant elapsed time post consumption. Accordingly, it will be necessary for AMSC and/or the Distribution Company to initially estimate consumption and at a later date adjust the invoiced amount to reflect the actual consumption. Where the Customer receives natural gas pursuant to this Transaction Confirmation, the Customer will be invoiced based upon Schedule B - Pricing Schedule.

**5.0. UNACCOUNTED FOR GAS COSTS AND IMBALANCE CHARGES**

**5.1.** The Customer shall be responsible for the payment of any Unaccounted for Gas Costs.

**5.2.** On a periodic basis the Distribution Company may evaluate and determine the Customer's use of natural gas during a particular period. In the event the Customer uses more or less than the allowable tolerance as determined by the Distribution Company, the Distribution Company may impose balancing charges or credits, as applicable. The Customer further acknowledges that it shall be responsible for all balancing charges, Imbalance Charges, or shall receive all credit, if applicable, incurred by AMSC on behalf of the Customer as determined by the Distribution Company including any transportation and related charges assessed.

**6.0 ADDITION OR REMOVAL OF SITES**

**6.1** The Customer may, upon twenty (20) Business Days' prior written notice to AMSC, add or remove a Site from the list of Sites allocated the natural gas from those purchases under Schedule C - Site Information Schedule provided that the Customer shall not thereby be released from its purchase obligations under this Transaction Confirmation and Schedule B - Pricing Schedule. Thereafter, such Site will share or cease sharing in the consumption of contract volumes purchased.

**6.2** Unless the Site being removed is de-enrolled, such Site may only be removed at the end of the calendar month. Unless a Site being added is also being enrolled with AMSC, such Site may only be added at the beginning of a calendar month.

**6.3** The Customer agrees to pay all charges for the original Site prior to de-selection of such Site by the Distribution Company.

**6.4** If the Customer fails to abide by the terms of this Section then the Customer will continue to be obligated to perform its obligations under this Transaction Confirmation with respect to all of the Sites and AMSC will not be liable to the Customer for any failure of supply of natural gas to the new Site.

**SCHEDULE B**  
**PRICING SCHEDULE FOR SALE OF NATURAL GAS (FIXED PRICE)**

Customer No.: 354866 Transaction Confirmation No.: 6920N.1

This Pricing Schedule forms part of the AMSC Transaction Confirmation pursuant to the Retail Services Agreement and is a binding contract for the natural gas sold to the Customer hereunder. This confirms the agreement between the Customer and AMSC for the purchase and supply of Natural Gas (Fixed Price) described in this Pricing Schedule for the identified Sites to be supplied by AMSC to the Customer at the specified Price under this Pricing Schedule.

Deal Start Date: 01-01-2027

Deal End Date: 12-31-2029

| Selection                           | Customer Initials           | Product     | Price  | Monthly Contract Volumes |
|-------------------------------------|-----------------------------|-------------|--------|--------------------------|
| <input checked="" type="checkbox"/> | <u>                    </u> | Fixed Price | \$ TBD | As specified below       |

| Monthly Contract Volumes |      |      |      |
|--------------------------|------|------|------|
| GJs                      | 2027 | 2028 | 2029 |
| January                  | 547  | 547  | 547  |
| February                 | 525  | 525  | 525  |
| March                    | 431  | 431  | 431  |
| April                    | 269  | 269  | 269  |
| May                      | 140  | 140  | 140  |
| June                     | 75   | 75   | 75   |
| July                     | 41   | 41   | 41   |
| August                   | 49   | 49   | 49   |
| September                | 104  | 104  | 104  |
| October                  | 251  | 251  | 251  |
| November                 | 421  | 421  | 421  |
| December                 | 604  | 604  | 604  |

**Other Applicable Fees:**

- Retail Service Charge:**  
The Retail Service Charge will be based on monthly Site usage at \$0.20/GJ, subject to a minimum monthly Site charge of \$20.00.
- Procurement Fee:**  
A procurement fee of \$0.00/GJ on all contracted volumes.
- Program Fee:** \$0.05/GJ on all monthly Site usage delivered to your Association.

105

### SCHEDULE C SITE INFORMATION SCHEDULE

**List of Sites selecting Natural Gas (Fixed Price):**

| Site ID       | Location Name           | Service Address                           | Emergency Contact |
|---------------|-------------------------|-------------------------------------------|-------------------|
| 0001000535238 | 6-4000A Museum Rd       | 6-4000A MUSEUM RD , ALBERTA BEACH AB      |                   |
| 0001016874946 | New Shop                | 4000A MUSEUM RD , ALBERTA BEACH AB XOXOXO |                   |
| 0001018055526 | 1-4000B Museum Rd       | 1-4000B MUSEUM RD , ALBERTA BEACH AB      |                   |
| 0001020570784 | New Shop                | 4000C MUSEUM RD , ALBERTA BEACH AB XOXOXO |                   |
| 0001021221450 | 5-4000A Museum RD       | 5-4000A MUSEUM RD , ALBERTA BEACH AB      |                   |
| 0001364095011 | AB Beach Ag Society     | 4811 47 AVE , ALBERTA BEACH AB            |                   |
| 0001364146317 | Rink Concession Bldg    | 5000 49 AVE , ALBERTA BEACH AB XOXOXO     |                   |
| 0001364340717 | Camp Ground Residence   | 4919 50 AVE , ALBERTA BEACH AB XOXOXO     |                   |
| 0001364348317 | Administration Building | 4931 50 AVE , ALBERTA BEACH AB XOXOXO     |                   |
| 0001831157016 | Shop                    | A-4919 50 AVE , ALBERTA BEACH AB XOXOXO   |                   |
| 0001892007210 | Main Beach Washroom     | 5020 50 AVE , ALBERTA BEACH AB XOXOXO     |                   |
| 0001945374218 | Ambulance Quarters      | 4700 47 AVE , ALBERTA BEACH AB XOXOXO     |                   |
| 0001966506516 | Fire Hall               | 4923 47 AVE , ALBERTA BEACH AB XOXOXO     |                   |

aboffice@albertabeach.com

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**From:** VFIS <vfis@abmunis.ca>  
**Sent:** Wednesday, October 14, 2026 6:48 PM  
**To:** Kathy Skwarchuk  
**Subject:** Summer Village of Alberta Beach 2027 Group Accident Renewal Information  
**Attachments:** Summer Village of Alberta Beach.pdf; Homewood Health MFAP Brochure with Application.pdf

Hello,

As 2027 quickly approaches, we are preparing for our Group Accident renewal process and are providing you with important information that will allow you to make decisions to best suit your coverage needs.

**There are no changes to the rates** for 2027. There are some important steps you need to take to ensure your coverage is correct and complete:

- **Beneficiary Designation forms must be filled out for all members.** It is important to keep these current to ensure wishes are carried out in the event of a loss. Please keep the originals as they will be needed in the event of a claim. We do not require a copy of these forms.
- **If you have chosen 24 Hour Coverage and/or Critical Illness Coverage, please have the appropriate Census completed and updated.** Please retain the Census for your records. In the event of a claim, the provider may ask to see the roster to ensure the member was listed, but we do not require a copy.
- **You need to inform us if you wish to make changes to your coverage or if you would like to keep your coverage the same as 2026.** To make changes, simply cross out the coverage information on page 1 and write in the new information. If you wish to not make any changes, please check the "No Changes" box on page 2. The form must be signed and dated to validate the renewal information.
- **Notify us of any contact changes within your division.** Please reply to this email if you need to update the contact information that we have on file for your division so we can ensure communications are sent to the correct contact.

As always, we are pleased to continue offering our Group Accident members the Volunteer Firefighter Member and Family Assistance Program (MFAP) through Homewood Health. If you do not already have MFAP, as a Group Accident member, you are eligible for discounted rates of \$3.00 per member/month for volunteer firefighters and \$4.95 per member/month for council members and seasonal employees. Interested members can complete the attached MFAP Application and submit it with your 2027 Renewal Letter. If your division is already enrolled in MFAP, you will receive your renewal information directly from Homewood Health.

For more information about Group Accident Insurance, visit the [Group Plan Offerings webpage](#).

To ensure timely administration of your benefits package, **please reply to this email with your completed renewal letter or fax it to 780-409-9472 by November 14, 2026.** If we do not receive a response by this date, your current coverage will automatically terminate on December 31, 2026.

We look forward to providing you with comprehensive member health and wellness support in 2027!

Regards,  
Lizaan

Benefit Services Group Accident Coverage  
**ALBERTA MUNICIPALITIES**

E: [VFIS@abmunis.ca](mailto:VFIS@abmunis.ca)  
Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6  
Toll-Free: 310-MUNI | 877-421-6644 | [www.abmunis.ca](http://www.abmunis.ca)



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*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.*

October 14, 2026

Dear Summer Village of Alberta Beach:

**RE: 2027 GROUP ACCIDENT INSURANCE RENEWAL**

With 2027 fast-approaching, we are facilitating your Group Accident Insurance renewal process by providing you with important updates to 2027 coverages, enabling you to make an informed decision on the coverage that best suits your members.

Please find included your 2027 renewal package.

If you wish to renew with the same coverage as 2026 or are not renewing for 2027, simply complete the section on page 2 by checking the appropriate box and email or fax it to **Group Accident Program – Benefits Services Dept** at your earliest opportunity.

The coverage you elected for 2026 is as follows:

|                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Councilor Coverage</b><br/>         Number of Members: 5<br/>         Plan: C<br/>         Option (1= on duty, 2= 24 hrs): 2<br/>         Critical Illness: N</p> <p><b>Seasonal Coverage</b><br/>         Number of Members:<br/>         Plan:<br/>         Option (1=on duty, 2=24 hrs):</p> <p><b>Municipal Volunteers (Yes/No) Y</b></p> | <p><b>Volunteer Firefighter Coverage</b><br/>         Number of Members:<br/>         Plan:<br/>         Option (1=basic, 2=enhanced):<br/> <b>24hr Coverage</b><br/>         Number of Members:<br/>         Plan:<br/>         Critical Illness:</p> <p><b>Fulltime Firefighter Coverage</b><br/>         Number of Members:<br/>         Plan:<br/>         Option (1=basic, 2=enhanced):<br/> <b>24hr Coverage</b><br/>         Number of members<br/>         Plan:<br/>         Critical Illness: N</p> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

We are happy to continue to offer our Group Accident members the Volunteer Firefighter Member and Family Assistance Program (MFAP) through Homewood Health. As a Group Accident member, you are eligible for discounted rates of \$3.00 per member/month for Volunteer Firefighters and \$4.95 per member/month for Council Members, and Seasonal Employees. Participation is completely optional, however, if you would like to offer this benefit to your members, please complete the attached application form and return it with your 2026 renewal. We will arrange for the benefit to be set up on your behalf. You will be invoiced by Homewood Health, and payment is to be sent to them. In addition, all inquiries related to the MFAP are to be handled by Homewood Health directly.

☐ No changes to be made to our Group Accident coverage for 2027.

☐ Group Accident Insurance coverage is not required for the 2027 policy year.

**Completed by: (Must be completed by a proper Municipal Authority)**

Municipality Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

If you wish to make changes to your current coverage for 2027, please update the 2026 coverage information on the first page. We ask that the completed, **signed** application be returned no later than **November 14, 2026**. If you do not respond by this date, your current coverage will terminate on December 31, 2026.

Please email or fax all completed forms to Group Accident Program – Benefit Services Dept. **The original forms should be kept in your records.** Email to [VFIS@abmunis.ca](mailto:VFIS@abmunis.ca) or fax at 780-409-9472.

Your assistance in providing the requested information in a timely manner is appreciated.

If you require additional information or have questions regarding the enclosed renewal package, please contact the Group Accident Program at [VFIS@abmunis.ca](mailto:VFIS@abmunis.ca) or Alberta Municipalities toll free 310-2862.

Sincerely,



Colleen Gonzalez  
Director, Benefits Operations



## AMSC Council Coverage

This brochure provides an abbreviated description of the benefits available under the AUMA coverage provided by AMSC. For a complete description of the coverage, please refer to your municipalities specific copy of your policy.

**Eligible Participants-** Any individual of the municipality, including members of council, whom premium has been paid. All other members of the municipality, excluding full-time firefighters and police officers, may be covered if premium has been paid.

**Scope of Coverage-** On Duty Only- travel to, during and from all business activities of the municipality.  
24 Hour (Off Duty) Coverage-if selected, protects the member 24 hours a day.

The AUMA provides its members with 6 plan choices. Please refer to the plan specific to your municipality.

|                  | Plan A         | Plan B         | Plan C         | Plan D         | Plan E          | Plan F          |
|------------------|----------------|----------------|----------------|----------------|-----------------|-----------------|
| AD&D             | \$25,000       | \$50,000       | \$100,000      | \$150,000      | \$200,000       | \$250,000       |
| Paralysis        | \$50,000       | \$100,000      | \$200,000      | \$300,000      | \$400,000       | \$500,000       |
| Seat Belt        | \$2,500        | \$5,000        | \$10,000       | \$15,000       | \$20,000        | \$25,000        |
| Disability       | \$150/wk       | \$200/wk       | \$250/wk       | \$250/wk       | \$300/wk        | \$350/wk        |
| Premium-On Duty  | \$8/member/yr  | \$13/member/yr | \$22/member/yr | \$28/member/yr | \$38/member/yr  | \$46/member/yr  |
| Premium-Off Duty | \$32/member/yr | \$48/member/yr | \$75/member/yr | 100/member/yr  | \$135/member/yr | \$165/member/yr |

### DEATH BENEFITS

**Loss of Life-** Accidental Death benefits are paid when a member dies as a result of an accident.

**Spousal Loss of Life-** Accidental Death benefit of \$25,000 is paid when a member's spouse dies as a result of an accident.

**Seat Belt Benefit-** If a member dies while wearing a properly fastened seatbelt at the time of a motor vehicle accident, which caused death, 10% of the Principal Sum will be paid to the beneficiary.

**Dependent Child Education Benefit-** If a member dies of an accident, the company will pay a dependent per child/ren enrolled as a full-time student in an institute of higher learning for reasonable expenses actually incurred, subject to 5% of the Insured Persons principal sum to a maximum of \$5,000 for each year, not to exceed 4 years.

**Spousal Education Benefit-** will pay to the Insured Person's Spouse the actual cost incurred for a professional or trades training program in which such Spouse enrolls for the purpose of obtaining an independent source of support and maintenance provided such cost is incurred within 30 days of the loss subject to the maximum of \$15,000.

**Day Care Benefit-** If a member dies of an accident, the company will pay for each dependent child/ren necessary expenses actually incurred to be enrolled in a legally licensed Day Care centre on the date of death. These expenses are subject to 5% of the Insured Person's principal sum to a maximum of \$5,000 for each year, not to exceed 4 years.

**Funeral Expense Benefit-** If a member dies, the company will pay up to \$15,000 for actual expenses incurred for preparing the deceased for burial and funeral expenses subject to a maximum of \$15,000.

**Repatriation Benefit-** When loss of life occurs outside 50 kilometers, expenses will be paid for shipment of the body to the city of residence. Expenses not to exceed \$15,000.

**Identification Benefit-** If accidental loss of life occurs where the Insured Person's body needs identified by an immediate family member, we will pay for accommodations and transportation up to \$15,000.

### MEDICAL BENEFITS

**Accident Reimbursement Benefit-** Will pay up to \$15,000 for reasonable expenses listed in the policy.

**Dental Expense Benefit-** Will pay for whole and sound teeth, if within 30 days of the accident requires dental surgery and is incurred within one year from the date of the accident up to \$5,000.

111

**LUMP SUM LIVING BENEFITS** (all lump sum benefits are paid in addition to medical and disability income benefits)

**Accidental Dismemberment** - A lump sum benefit will be provided to the member when a loss incurs which is indicated in the accidental dismemberment table. Hearing loss is also part of this table. See policy for breakdown of percentages. *Para, Quadra and Hemi Plegias pay 2 times the principal sum.*

**Permanent Total Disability** If an Insured Person suffers Injury causing Permanent and Total Disability, and after 12 months of total and permanent disability cannot perform at least two Activities of Daily Living without assistance from another person, for the remainder of his or her life, the Company shall pay the amount which is 100% of the Principal Sum for the Insured Person less any amounts under the Table of Losses which have been paid or which are payable by the Company for Losses of the Insured Person. The disability must be determined to be total, permanent, and irreversible and certified to be such by a licensed Physician acceptable to the Company. The Insured Person's inability to actually obtain employment is not a criteria to qualify for the Permanent and Total Disability benefit.

**Fracture and Dislocation Benefit** - Payable in addition to accident weekly disability. A minimum lump sum paid for fracture or dislocations as a result of an accident. Maximum payable is \$4,200.

#### **WEEKLY INCOME**

**Total Disability** - The company will pay a weekly disability if an Insured Person becomes totally disabled as a result of an accident provided that: 1) such period of disability commences within 30 days of the accident causing such injury; 2) such disability shall be after a 15 day waiting period commencing on day 16; 3) the maximum period for which, such indemnity shall not exceed 52 weeks.

**Home Alteration & Vehicle Modification** - If an insured sustains injuries under the accidental dismemberment and is now required to be wheel chair ambulatory, this benefit will pay for the one time cost of alterations, up to \$15,000 to the members home or vehicle to make them wheel chair accessible.

**Eyeglasses, Contact Lenses and Hearing Aids Benefit** - As a result of an accident the Insured Person receives treatment by a physician which results in the purchase of eyeglasses, contact lenses or hearing aids within 365 days of the accident, when none of which were previously required or worn, the company will pay up to \$2,000 for reasonable expenses.

**Family Transportation Benefit** - In the event the Insured Person suffers loss under the table of losses, which occurs outside 100 kms from residence, the company will reimburse up to \$15,000 for the actual cost of transporting one immediate member of the family to be with the Insured Person. Member of Immediate Family means a Spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, parent (includes stepparent), brother or sister (includes stepbrother or stepsister), or child (including legally adopted or stepchild).

**Rehabilitation Benefit** - If an insured sustains injuries under the accidental dismemberment section of the policy, the company will pay the reasonable expenses up to \$15,000 for special training provided; 1) such training is required because of injuries sustained prevent him/her to engage in their occupation; 2) expenses be incurred within 2 yrs of accident; 3) no payment shall be made for ordinary living, traveling or clothing expenses.

**Psychological Therapy** - If accidental loss occurs under the Table of Losses, other than a Loss of Life, and as a result needs Psychological Therapy within 2 years of such loss, we will pay Reasonable and Customary Expenses up to \$5,000.

## **AUMA Volunteer Coverage**

Some municipalities have basic coverage for all volunteers acting on behalf of and in conjunction with the Municipal Office and are under the age of 80. The following benefits are for those municipalities selecting this coverage.

**Accidental Death and Dismemberment** - Benefits of \$50,000 including paralysis.

**Total Disability** - Will pay \$200/wk Accident Weekly Disability (See above)

**Accident Reimbursement Benefit** - Will pay up to \$1,000 for reasonable expenses listed in the policy.

Also included in this coverage are benefits such as **Repatriation, Rehabilitation, Family Transportation and Home Alteration & Vehicle Modification**. Note: please see the above for amounts and benefit description.

112

## Volunteer Firefighter Comprehensive Member and Family Assistance Program (MFAP) Solution

*Harness the power of full-scale  
firefighter support solutions through  
a comprehensive MFAP arrangement  
through VFIS of Canada a division  
of CVIS, Inc.*

Member and Family Assistance Programs (MFAPs) are employer paid benefits that support both the members and the workplace. These services are designed to enable members to resolve personal and work issues so that optimal productivity is maintained. They include health, wellness and other strategic solutions for smaller employers/municipalities.

### MEMBER SUPPORT SERVICES

#### Short-term Counselling

Our unique solution-focused cognitive behavioural therapy approach focuses on teaching individuals, couples, and families the skills necessary to solve their life problems without creating a long-term dependent counselling relationship. Confidential counselling is offered in the local community. Our counselling is delivered by our extensive national network, with the highest ratio of clinical psychologists. Their focus is on specific goal attainment, behaviour change, accurate diagnosis of complex problems, and the best possible outcomes.

### ENHANCED MENTAL HEALTH CARE (EMHC)

Expert clinical programs with longer term support for anxiety, depression, trauma and substance use. Enhanced Mental Health Care offers the most intensive mental health programs on the market.

Homewood Pathfinder's EMHC offers psychotherapy to clients who are self-initiating treatment for support related to issues of:

- Anxiety • Depression • Suicidal ideation • Trauma • Substance use

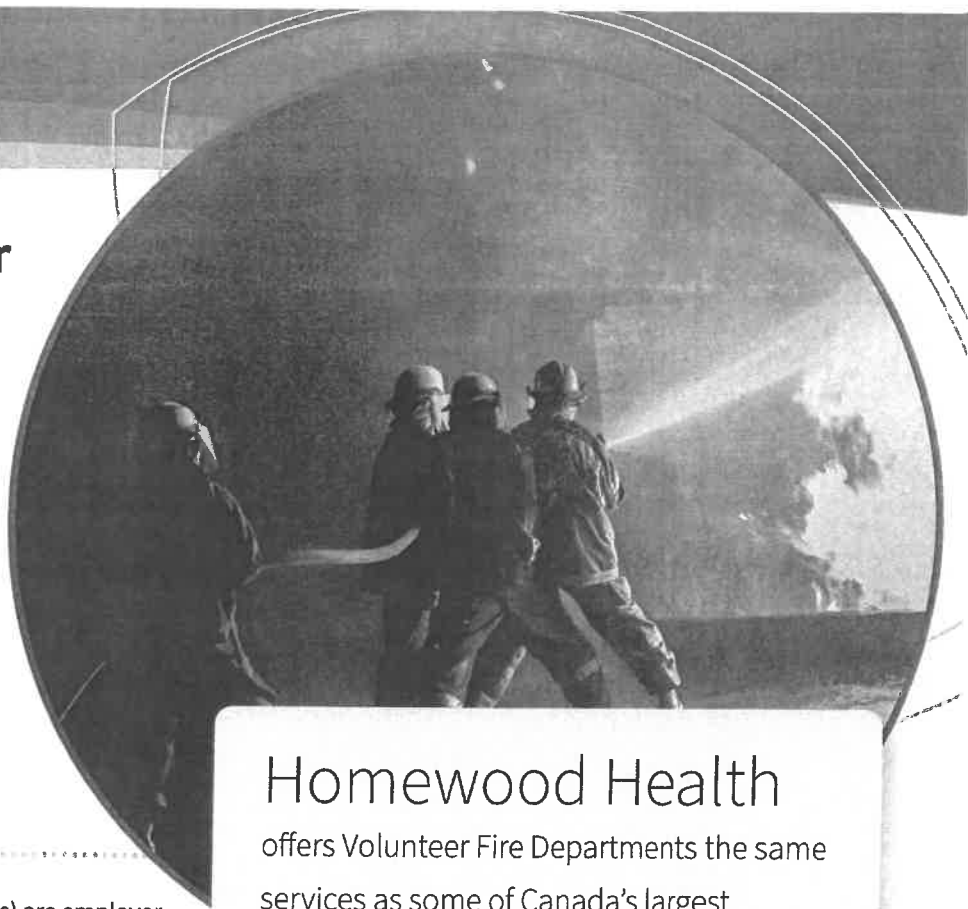
VFIS of Canada

145 Wellington Street West, Suite 209

Toronto, Ontario, M5J1H8

1-800-461-8347 | [canada@vfis.com](mailto:canada@vfis.com)

[vfiscanada.com](http://vfiscanada.com)



## Homewood Health

offers Volunteer Fire Departments the same services as some of Canada's largest employers at a preferred VFIS of Canada member rate of \$3.00 per member per month (non-member rate \$4.00). Coverage for municipal employees is also available at a rate of \$4.95 per employee per month.



Homewood  
Health

## Volunteer Firefighter - Comprehensive | Member and Family Assistance Program (MFAP) Solution

### ENHANCED MENTAL HEALTH CARE (EMHC)

Eligible members can receive up to 20 hours of specialized counselling and are usually completed within 8-12 sessions

The flexibility of the EMHC allows us to treat concurrent issues (e.g. trauma and substance use, depression and suicidal ideation) in a more customized way depending on the employee's specific and unique needs.

The EMHC program includes the use of clinical measures and the principles of measurement-based care in order to effectively:

- Monitor progress
- Provide feedback
- Support the employee's overall motivation to participate in treatment
- Guide treatment planning

Homewood ensures that the therapeutic relationship between employee and therapist is one that fosters psychological safety, understanding, and respect. In fact, 96% of our clients felt heard and understood by their counsellors.

### LIFE SMART COACHING SERVICES

#### Life Balance Solutions

- childcare & parenting;
- elder & family care;
- legal advisory service;
- financial coaching;
- relationship solutions;

#### Career Smart Coaching Services

- shift worker support;
- pre-retirement planning;
- workplace issues;
- career planning;

#### Health Smart Services

- nutritional coaching;
- smoking cessation program;
- jumpstart your wellness;
- lifestyle changes;

#### Pathfinder Comprehensive

- Health Challenge Event
- Digital Leadership Mental Health Training (LMS),
- Sentio, Canada's only 3-tier iCBT Program

#### Online Resources and Services

- E- Learning Courses;
- Health Risk Assessment;
- Child and Eldercare Locator;
- Health Library;

#### Crisis Management Services

- One 3-hour deployment (one counsellor) included per year
- Additional services available as fee-for-service at \$295.00 per hour

### Key Person Advice Line

Designed for key personnel and supervisors, the advice line allows key persons to contact a Homewood Health counsellor at any time for consultation should a situation arise at the workplace which requires a professional opinion. These consultations are designed to be available on an immediate, as-needed basis.

For more information ask for our detailed brochure defining each service. Marketed & Sold by CVIS, Inc.  
Developed by Homewood Health

MFAP Solutions—supporting employee/firefighter well-being, capability and effectiveness.

Learn more about other solutions offered through your Member and Family Assistance Program (MFAP).

1-800-461-8347 | [Canada@vfis.com](mailto:Canada@vfis.com)

[vfiscanada.com](http://vfiscanada.com)



114



Member Request for Implementation  
Member & Family Assistance Program (MFAP)

(PLEASE PRINT)

Policy Holder/Client: ☐ YES A&S Policy # VFP \_\_\_\_\_ ☐ NO

**Applicant Information**

Legal Organization Name: \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Number of Eligible Members \_\_\_\_\_

All Members must be covered. Describe any employees within the organization that are not eligible for any coverage under the MFAP \_\_\_\_\_

MFAP Contact Name \_\_\_\_\_

MFAP Contact Title: \_\_\_\_\_

MFAP Contact Address (if different than above) \_\_\_\_\_

MFAP Contact Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

MFAP Contact Email Address \_\_\_\_\_

**Declaration**

Effective \_\_\_\_\_, 20\_\_ the applicant, \_\_\_\_\_  
(insert full legal organization name)

hereby requests CVIS, Inc. to implement the Homewood Health Member & Family Assistance Program (per a master Agreement between CVIS, Inc. and Homewood Health dated January 1, 2015) on our behalf for an initial one (1) year term. We hereby agree to the monthly cost as presented by CVIS, Inc. (Member: \$3.00 per month, Non-member: \$4.00 per month), and consent to being billed by Homewood Health in advance, on an annual basis. We understand that member eligibility will be based on the same criteria as our group insurance program, unless otherwise contracted with CVIS, Inc. This agreement shall be automatically renewed for consecutive one (1) year terms, at the applicable CVIS, Inc. member/non-member rate, unless the Applicant provides a minimum of thirty (30) days written notice of cancellation to CVIS, Inc. or Homewood Health.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Authorized Signatory

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of VFIS of Canada (CVIS, Inc) Agent

115

14.d

aboffice@albertabeach.com

**From:** Sania Gul <Sania.Gul@gov.ab.ca> on behalf of TBF Local Authority Loans  
<LocalAuthorityLoans@gov.ab.ca>  
**Sent:** Wednesday, October 14, 2026 1:48 PM  
**Cc:** TBF Local Authority Loans  
**Subject:** Estimated Borrowing Requirements  
**Attachments:** Copy of EstimatedFutureBorrowing\_2027 2028 2029 and 2030.xlsx

Good Afternoon

RE: Estimated Borrowing Requirements

We kindly request that you complete the borrowing requirements for the next four years and submit the completed information by **November 10, 2026**.

The information provided will play a key role in our multi-year budget planning process. As such, we ask that you make every effort to ensure the estimates are as accurate as possible.

If circumstances change after submission and updates are required, please inform us as soon as possible.

If we do not receive a response by November 10, 2026, we will assume that no borrowing is anticipated or required for your local authority during the forecasting period.

Thank you,

**Sania Gul**  
Senior Loans Officer  
Treasury Operations  
Treasury and Risk Management

780-427-1027  
[Sania.gul@gov.ab.ca](mailto:Sania.gul@gov.ab.ca)



*This Communication is confidential. It may contain privileged and confidential information. If you are not the intended recipient, you should not copy, distribute or take any action in reliance on it. If you have received this communication in error, please notify us at once by reply e-mail then permanently delete the original, your reply and destroy any copy or print-out. Thank you.*

Classification: Protected A

## ESTIMATED BORROWING - LOANS TO LOCAL AUTHORITIES

Please submit your total estimated borrowing amounts for the quarterly borrowing dates for 2027, 2028, 2029 and 2030 by email, to [localauthorityloans@gov.ab.ca](mailto:localauthorityloans@gov.ab.ca). If you have any questions, please do not hesitate to contact us. Thank you.

NAME OF  
BORROWER:

Enter name of local authority above.

**2027  
ESTIMATED  
BORROWING  
AMOUNTS:**

Please enter estimated borrowing amounts by term for the quarters into the charts below.

|            | 5 YR | 10 YR | 15 YR | 20 YR | 25 YR | 30YR | TOTAL |
|------------|------|-------|-------|-------|-------|------|-------|
| Mar-27     | -    | -     | -     | -     | -     | -    | -     |
| Jun-27     | -    | -     | -     | -     | -     | -    | -     |
| Sep-27     | -    | -     | -     | -     | -     | -    | -     |
| Dec-27     | -    | -     | -     | -     | -     | -    | -     |
| 2027 Total |      |       |       |       |       |      | -     |

**2028  
ESTIMATED  
BORROWING  
AMOUNTS:**

|            |   |   |   |   |   |   | TOTAL |
|------------|---|---|---|---|---|---|-------|
| Mar-28     | - | - | - | - | - | - | -     |
| Jun-28     | - | - | - | - | - | - | -     |
| Sep-28     | - | - | - | - | - | - | -     |
| Dec-28     | - | - | - | - | - | - | -     |
| 2028 Total |   |   |   |   |   |   | -     |

**2029  
ESTIMATED  
BORROWING  
AMOUNTS:**

|            |   |   |   |   |   |   | TOTAL |
|------------|---|---|---|---|---|---|-------|
| Mar-29     | - | - | - | - | - | - | -     |
| Jun-29     | - | - | - | - | - | - | -     |
| Sep-29     | - | - | - | - | - | - | -     |
| Dec-29     | - | - | - | - | - | - | -     |
| 2029 Total |   |   |   |   |   |   | -     |

**2030  
ESTIMATED  
BORROWING  
AMOUNTS:**

|            |   |   |   |   |   |   | TOTAL |
|------------|---|---|---|---|---|---|-------|
| Mar-30     | - | - | - | - | - | - | -     |
| Jun-30     | - | - | - | - | - | - | -     |
| Sep-30     | - | - | - | - | - | - | -     |
| Dec-30     | - | - | - | - | - | - | -     |
| 2030 Total |   |   |   |   |   |   | -     |

Contact Details:

|      |                           |
|------|---------------------------|
|      |                           |
| Name | Title                     |
|      |                           |
| Date | Email Address for Contact |

117

aboffice@albertabeach.com

**From:** Jordan Jensen <jjensen@heartlandsupport.ca>  
**Sent:** September 16, 2026 9:35 PM  
**To:** aboffice@albertabeach.com  
**Subject:** Safety Smarts: Village of Alberta Beach update and 2026–2027 support request  
**Attachments:** School Visits by County.pdf; Safety Smarts Milestone and Evaluation Infographic - September 16 2026.pdf

Hello Chief Administrative Officer and Council,

Municipalities play an important role in keeping rural communities safe. I'm writing to share what Safety Smarts has delivered in Village of Alberta Beach and invite your municipality to help sustain this practical safety education for local children.

**During September 2025–June 2026, Safety Smarts delivered 6 presentations at schools in your community, recording 114 student participations.**

Heartland Training & Support Hub, formerly the Farm Safety Centre, delivers age-appropriate Safety Smarts lessons from Kindergarten through Grade 6. Since 1998, the program has delivered approximately **45,500 presentations during 8,800 school visits, with 921,000 student participations across school years**, 28 years of helping rural children recognize hazards and make safer choices.

**Would Village of Alberta Beach consider a \$500 contribution toward Safety Smarts delivery in 2026–2027?** We recognize the many demands on municipal budgets. Any contribution would be appreciated, and we can provide a charitable donation receipt.

**Your contribution also influences the scheduling priority of schools in your community.** We review school priorities annually, taking support from Counties / MD's, municipalities, agricultural societies and other local partners into account. Your donation strengthens that local support and can raise the priority of nearby schools. With limited funds, we focus first on higher-priority schools. A donation does not guarantee a visit, but it helps put those schools in a stronger position when we plan delivery.

## A few commonly asked questions about Safety Smarts

**What do children learn?** Practical lessons cover machinery, livestock, water and ice, chemicals, hearing protection, safe play areas and ATV safety—hazards children may encounter at home, on farms or while visiting friends and family.

**Why community support?** We are an independent nonprofit and registered charity. Grants help, but do not cover the full cost of ongoing delivery. Community contributions help pay for instructor time, travel, materials and program coordination.

The attached **milestone and evaluation infographic** includes updated program totals and findings from an earlier evaluation, in which **98% of responding teachers considered farm safety education useful for their students**. We have retained the original evaluation figures and clearly identified them as historical.

Also attached is our **September 2025–June 2026 School Visits by County report**, listing schools, delivery dates, student numbers and recorded priorities: **1 = High, 2 = Medium and 3 = Low**. You are welcome to explore and share our resources for schools, families and community organizations.

Please consider sharing this request with council. Contributions can be made by **e-transfer to [donations@heartlandsupport.ca](mailto:donations@heartlandsupport.ca)**, or by cheque payable to **Heartland Training & Support Hub**, mailed to **PO Box 291, Raymond, AB T0K 2S0**. Please include your municipality's name.

If you have any questions, comments or concerns, please feel free to contact us at [programs@heartlandsupport.ca](mailto:programs@heartlandsupport.ca).

Thank you for considering our request and for helping keep children in your community safe.

Kind regards,  
Jordan Jensen  
Executive Director  
Heartland Training & Support Hub  
403-752-4585  
[j.jensen@heartlandsupport.ca](mailto:j.jensen@heartlandsupport.ca)  
[www.heartlandsupport.ca](http://www.heartlandsupport.ca)



265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | [www.heartlandsupport.ca](http://www.heartlandsupport.ca)

## School Visits by County: September 2025 - June 2026

| School: County ↑         | School: Account Name               | Total # Pres | Total # Students | Date       | School: # | School: School Priority |
|--------------------------|------------------------------------|--------------|------------------|------------|-----------|-------------------------|
| Beaver County            | Holden Colony School               | 1            | 14               | 2025-09-29 | 1         | 3 - Low Priority        |
|                          | Iron Creek Colony School           | 1            | 14               | 2025-09-29 | 1         | 2 - Medium Priority     |
|                          | Tofield Colony School              | 1            | 15               | 2025-12-11 | 1         | 3 - Low Priority        |
|                          | Viking Colony School               | 1            | 20               | 2026-05-06 | 1         | 2 - Medium Priority     |
|                          | Viking School                      | 7            | 120              | 2025-09-16 | 1         | 2 - Medium Priority     |
| Subtotal                 | Sum                                | 11           | 183              |            | 5         |                         |
| Birch Hills County       | Codesa Colony School               | 2            | 13               | 2026-06-09 | 1         | 3 - Low Priority        |
| Subtotal                 | Sum                                | 2            | 13               |            | 1         |                         |
| Brazeau County           | Breton Elementary School           | 7            | 151              | 2026-05-21 | 1         | 1 - High Priority       |
|                          | Drayton Christian School           | 7            | 140              | 2025-10-03 | 1         | 1 - High Priority       |
| Subtotal                 | Sum                                | 14           | 291              |            | 2         |                         |
| Camrose County           | Bawlf School                       | 8            | 155              | 2026-04-07 | 1         | 1 - High Priority       |
|                          | Camrose Colony School              | 1            | 7                | 2025-12-11 | 1         | 1 - High Priority       |
|                          | Cornerstone Christian Academy      | 3            | 63               | 2025-10-15 | 1         | 1 - High Priority       |
|                          | Hay Lakes School                   | 7            | 110              | 2025-11-13 | 1         | 1 - High Priority       |
|                          | New Norway School                  | 5            | 81               | 2026-04-08 | 1         | 1 - High Priority       |
|                          | Rosalind Colony School             | 1            | 21               | 2026-05-13 | 1         | 1 - High Priority       |
|                          | Round Hill School                  | 3            | 75               | 2026-05-13 | 1         | 1 - High Priority       |
| Subtotal                 | Sum                                | 28           | 512              |            | 7         |                         |
| Cardston County          | Big Bend Colony School             | 2            | 30               | 2025-11-06 | 1         | 2 - Medium Priority     |
|                          | Cardston Elementary School         | 8            | 164              | 2025-12-01 | 1         | 2 - Medium Priority     |
|                          | Cardston Elementary School         | 7            | 157              | 2025-12-02 | 1         | 2 - Medium Priority     |
|                          | Cardston Elementary School         | 5            | 106              | 2025-12-03 | 1         | 2 - Medium Priority     |
|                          | East Raymond Colony School         | 1            | 15               | 2026-05-27 | 1         | 2 - Medium Priority     |
|                          | Huttenville Colony School          | 1            | 16               | 2025-11-07 | 1         | 2 - Medium Priority     |
|                          | Old Elm Spring Colony School       | 2            | 23               | 2026-03-16 | 1         | 2 - Medium Priority     |
| Subtotal                 | Sum                                | 26           | 511              |            | 5         |                         |
| Clearwater County        | Caroline School                    | 10           | 193              | 2025-12-12 | 1         | 1 - High Priority       |
|                          | Charlotte Small Elementary School  | 9            | 233              | 2025-12-04 | 1         | 1 - High Priority       |
|                          | Ecole Rocky Elementary School      | 10           | 223              | 2025-11-26 | 1         | 1 - High Priority       |
| Subtotal                 | Sum                                | 29           | 649              |            | 3         |                         |
| County of Barrhead       | Covenant Canadian Reformed School  | 7            | 158              | 2025-10-30 | 1         | 1 - High Priority       |
|                          | Dunstable School                   | 4            | 67               | 2026-04-08 | 1         | 1 - High Priority       |
|                          | Neerlandia Public Christian School | 8            | 150              | 2026-04-16 | 1         | 1 - High Priority       |
| Subtotal                 | Sum                                | 19           | 375              |            | 3         |                         |
| County of Forty Mile     | Kings Lake Colony School           | 1            | 21               | 2026-06-01 | 1         | 2 - Medium Priority     |
|                          | Plainview Colony School            | 1            | 17               | 2025-11-18 | 1         | 2 - Medium Priority     |
|                          | Starbrite Colony School            | 1            | 26               | 2025-09-18 | 1         | 2 - Medium Priority     |
|                          | Sunrise Colony School              | 1            | 10               | 2025-11-20 | 1         | 2 - Medium Priority     |
| Subtotal                 | Sum                                | 4            | 74               |            | 4         |                         |
| County of Grande Prairie | Grandview Colony School            | 1            | 9                | 2026-03-23 | 1         | 1 - High Priority       |
|                          | Helen E. Taylor School             | 6            | 106              | 2025-09-23 | 1         | 1 - High Priority       |
|                          | Hythe Elementary School            | 5            | 73               | 2026-05-11 | 1         | 1 - High Priority       |
|                          | Hythe Elementary School            | 4            | 53               | 2026-05-12 | 1         | 1 - High Priority       |
| Subtotal                 | Sum                                | 16           | 241              |            | 3         |                         |
| County of Minburn        | A.L. Horton Elementary School      | 4            | 88               | 2026-05-20 | 1         | 1 - High Priority       |
|                          | A.L. Horton Elementary School      | 8            | 178              | 2026-05-19 | 1         | 1 - High Priority       |
|                          | Creighton Colony School            | 1            | 21               | 2026-04-29 | 1         | 1 - High Priority       |
|                          | Delnorte School                    | 3            | 49               | 2025-11-25 | 1         | 1 - High Priority       |
|                          | Mannville School                   | 7            | 112              | 2026-05-07 | 1         | 1 - High Priority       |
|                          | Percy Lake Colony School           | 1            | 17               | 2026-04-29 | 1         | 1 - High Priority       |
|                          | Pleasant Ridge Colony School       | 1            | 22               | 2026-04-27 | 1         | 1 - High Priority       |
|                          | St. Martin's Catholic School       | 7            | 200              | 2025-09-18 | 1         | 1 - High Priority       |
| Subtotal                 | Sum                                | 32           | 687              |            | 7         |                         |
| County of Paintearth     | Coronation School                  | 5            | 97               | 2026-06-17 | 1         | 1 - High Priority       |
|                          | Lanes Lake Colony School           | 1            | 16               | 2026-06-15 | 1         | 1 - High Priority       |
|                          | Silver Spring Colony School        | 1            | 7                | 2026-06-16 | 1         | 1 - High Priority       |
|                          | Suncrest Colony School             | 1            | 17               | 2026-06-17 | 1         | 1 - High Priority       |
|                          | Theresetta Catholic School         | 3            | 43               | 2026-06-15 | 1         | 1 - High Priority       |
| Subtotal                 | Sum                                | 11           | 180              |            | 5         |                         |
| County of St. Paul       | 4-H Alberta Northeast Region       | 3            | 72               | 2026-04-12 | 1         | 0 - Pending Review      |

120

## School Visits by County: September 2025 - June 2026

| School: County ↑               | School: Account Name                 | Total # Pres | Total # Students | Date       | School: # | School: School Priority |
|--------------------------------|--------------------------------------|--------------|------------------|------------|-----------|-------------------------|
| Subtotal<br>County of Stettler | Ecole du Sommet School               | 7            | 110              | 2026-05-07 | 1         | 1 - High Priority       |
|                                | Ecole Mallaig Community School       | 9            | 150              | 2026-05-06 | 1         | 1 - High Priority       |
|                                | Elk Point Elementary School          | 10           | 188              | 2026-04-13 | 1         | 1 - High Priority       |
|                                | Heinsburg Community School           | 3            | 23               | 2026-04-28 | 1         | 1 - High Priority       |
|                                | St. Paul Elementary School           | 10           | 202              | 2026-04-14 | 1         | 1 - High Priority       |
|                                | St. Paul Elementary School           | 12           | 226              | 2026-04-15 | 1         | 1 - High Priority       |
| Subtotal                       | Sum                                  | 54           | 971              |            | 6         |                         |
| County of Two Hills            | Big Valley School                    | 4            | 57               | 2025-11-12 | 1         | 1 - High Priority       |
|                                | Byemoor Colony School                | 1            | 30               | 2026-06-01 | 1         | 1 - High Priority       |
|                                | Donalda Colony School                | 1            | 16               | 2026-06-16 | 1         | 1 - High Priority       |
|                                | Erskine Colony School                | 1            | 24               | 2025-11-12 | 1         | 1 - High Priority       |
|                                | Gadsby Colony School                 | 1            | 12               | 2026-06-01 | 1         | 1 - High Priority       |
|                                | Star Ridge Colony School             | 1            | 19               | 2026-06-02 | 1         | 1 - High Priority       |
|                                | Stettler Elementary School           | 8            | 177              | 2026-06-08 | 1         | 1 - High Priority       |
|                                | Stettler Elementary School           | 7            | 158              | 2026-06-09 | 1         | 1 - High Priority       |
|                                | Stettler Elementary School           | 5            | 105              | 2026-06-10 | 1         | 1 - High Priority       |
|                                | Whitesand Colony School              | 1            | 6                | 2026-06-02 | 1         | 1 - High Priority       |
| Subtotal                       | Sum                                  | 30           | 604              |            | 8         |                         |
| County of Vermilion River      | Hairy Hill Colony School             | 1            | 17               | 2025-09-10 | 1         | 1 - High Priority       |
|                                | New Myrnam School                    | 4            | 36               | 2026-05-26 | 1         | 1 - High Priority       |
|                                | Two Hills Mennonite School           | 8            | 141              | 2026-06-08 | 1         | 1 - High Priority       |
|                                | Two Hills Mennonite School           | 8            | 135              | 2026-06-09 | 1         | 1 - High Priority       |
|                                | Two Hills School                     | 0            | 0                | 2026-06-11 | 1         | 1 - High Priority       |
| Subtotal                       | Sum                                  | 21           | 329              |            | 4         |                         |
| County of Warner               | Dewberry School                      | 14           | 32               | 2026-05-21 | 1         | 1 - High Priority       |
|                                | E.H. Walter School                   | 4            | 79               | 2026-06-01 | 1         | 1 - High Priority       |
|                                | Kitscoty Elementary School           | 10           | 219              | 2026-05-20 | 1         | 1 - High Priority       |
|                                | Lakeland Country School              | 3            | 38               | 2026-04-16 | 1         | 1 - High Priority       |
|                                | Marwayne Jubilee School              | 5            | 81               | 2026-04-30 | 1         | 1 - High Priority       |
|                                | Queen Elizabeth Elementary School    | 8            | 180              | 2026-04-20 | 1         | 1 - High Priority       |
|                                | South Ferriby Colony School          | 1            | 26               | 2026-04-16 | 1         | 1 - High Priority       |
|                                | St. Jerome's School                  | 11           | 215              | 2026-06-02 | 1         | 1 - High Priority       |
|                                | Vermilion Elementary School          | 12           | 257              | 2026-05-12 | 1         | 1 - High Priority       |
| Subtotal                       | Sum                                  | 68           | 1127             |            | 9         |                         |
| County of Wetaskiwin           | Bluegrass Colony School              | 1            | 7                | 2025-09-25 | 1         | 1 - High Priority       |
|                                | Delco Colony School                  | 2            | 26               | 2025-12-04 | 1         | 1 - High Priority       |
|                                | Elm Spring Colony School             | 1            | 17               | 2025-12-08 | 1         | 1 - High Priority       |
|                                | Fairlane Colony School               | 2            | 24               | 2026-03-27 | 1         | 1 - High Priority       |
|                                | Fairlane Colony School               | 2            | 24               | 2025-10-20 | 1         | 1 - High Priority       |
|                                | Gold Spring Colony School            | 1            | 15               | 2026-04-29 | 1         | 1 - High Priority       |
|                                | Kingsland Colony School              | 1            | 22               | 2025-11-20 | 1         | 1 - High Priority       |
|                                | Milk River Ridge School              | 6            | 206              | 2026-04-17 | 1         | 1 - High Priority       |
|                                | O.K. Colony School                   | 1            | 13               | 2025-12-05 | 1         | 1 - High Priority       |
|                                | Prairie Home Colony School           | 1            | 26               | 2025-11-27 | 1         | 1 - High Priority       |
|                                | Raymond Elementary School            | 9            | 208              | 2026-03-23 | 1         | 1 - High Priority       |
|                                | Raymond Elementary School            | 8            | 193              | 2026-03-24 | 1         | 1 - High Priority       |
|                                | Raymond Elementary School            | 9            | 189              | 2026-03-25 | 1         | 1 - High Priority       |
|                                | River Road Colony School             | 1            | 14               | 2026-04-29 | 1         | 1 - High Priority       |
|                                | Warner School                        | 3            | 42               | 2026-05-05 | 1         | 1 - High Priority       |
| Subtotal                       | Sum                                  | 48           | 1026             |            | 12        |                         |
| Flagstaff County               | Clear Vista School                   | 7            | 135              | 2026-04-22 | 1         | 1 - High Priority       |
|                                | Clear Vista School                   | 5            | 101              | 2026-04-21 | 1         | 1 - High Priority       |
|                                | Griffiths-Scott Middle School        | 5            | 111              | 2026-04-28 | 1         | 1 - High Priority       |
|                                | Gwynne School                        | 4            | 78               | 2025-12-16 | 1         | 1 - High Priority       |
|                                | Pine Haven Colony School             | 1            | 21               | 2025-12-08 | 1         | 1 - High Priority       |
|                                | Silver Creek Colony School           | 1            | 12               | 2025-12-08 | 1         | 1 - High Priority       |
|                                | Winfield School                      | 4            | 66               | 2026-05-11 | 1         | 1 - High Priority       |
| Subtotal                       | Sum                                  | 27           | 524              |            | 6         |                         |
| Flagstaff County               | Central High Sedgewick Public School | 6            | 131              | 2025-11-26 | 1         | 2 - Medium Priority     |
|                                | Forestburg School                    | 5            | 116              | 2026-05-12 | 1         | 2 - Medium Priority     |
|                                | Killam Public                        | 6            | 96               | 2026-05-05 | 1         | 2 - Medium Priority     |



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## School Visits by County: September 2025 - June 2026

| School: County ↑            | School: Account Name                    | Total # Pres | Total # Students | Date       | School: # | School: School Priority |
|-----------------------------|-----------------------------------------|--------------|------------------|------------|-----------|-------------------------|
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>17</b>    | <b>343</b>       |            | <b>3</b>  |                         |
| <b>INACTIVE SCHOOLS</b>     | Hillmond Central School                 | 7            | 81               | 2026-04-29 | 1         | 3 - Low Priority        |
|                             | Jack Kemp Community School              | 13           | 283              | 2026-04-21 | 1         | 3 - Low Priority        |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>20</b>    | <b>364</b>       |            | <b>2</b>  |                         |
| <b>Kneehill County</b>      | Acme School                             | 5            | 75               | 2026-03-31 | 1         | 1 - High Priority       |
|                             | Britestone Colony School                | 1            | 13               | 2026-06-15 | 1         | 1 - High Priority       |
|                             | Carbon School                           | 3            | 42               | 2026-04-16 | 1         | 1 - High Priority       |
|                             | Dr. Elliott Community School            | 6            | 98               | 2026-04-01 | 1         | 1 - High Priority       |
|                             | Huxley Colony School                    | 1            | 19               | 2026-03-10 | 1         | 1 - High Priority       |
|                             | Kneehill Colony School                  | 1            | 12               | 2026-06-15 | 1         | 1 - High Priority       |
|                             | Three Hills Colony School               | 1            | 28               | 2026-03-09 | 1         | 1 - High Priority       |
|                             | Three Hills School                      | 9            | 166              | 2026-03-26 | 1         | 1 - High Priority       |
|                             | Trochu Valley School                    | 7            | 148              | 2025-11-17 | 1         | 1 - High Priority       |
|                             | Valleyview Torrington Colony School     | 1            | 17               | 2026-03-09 | 1         | 1 - High Priority       |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>35</b>    | <b>618</b>       |            | <b>10</b> |                         |
| <b>Lacombe County</b>       | Alix MAC School                         | 5            | 101              | 2025-09-22 | 1         | 2 - Medium Priority     |
|                             | Clive School                            | 4            | 73               | 2025-11-04 | 1         | 2 - Medium Priority     |
|                             | College Heights Christian School        | 3            | 53               | 2025-10-27 | 1         | 2 - Medium Priority     |
|                             | Eckville Elementary School              | 6            | 132              | 2025-11-24 | 1         | 2 - Medium Priority     |
|                             | Iron Ridge Elementary Campus            | 7            | 151              | 2025-11-17 | 1         | 2 - Medium Priority     |
|                             | Iron Ridge Elementary Campus            | 6            | 138              | 2025-11-18 | 1         | 2 - Medium Priority     |
|                             | Iron Ridge Elementary Campus            | 6            | 136              | 2025-11-19 | 1         | 2 - Medium Priority     |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>37</b>    | <b>784</b>       |            | <b>5</b>  |                         |
| <b>Lac Ste. Anne County</b> | Darwell School                          | 7            | 127              | 2026-02-24 | 1         | 1 - High Priority       |
|                             | Elmer Elson Elementary School           | 9            | 181              | 2026-04-20 | 1         | 1 - High Priority       |
|                             | Elmer Elson Elementary School           | 6            | 120              | 2026-04-21 | 1         | 1 - High Priority       |
|                             | Grasmere School                         | 6            | 114              | 2025-11-18 | 1         | 1 - High Priority       |
|                             | Onoway Elementary School                | 9            | 168              | 2025-11-13 | 1         | 1 - High Priority       |
|                             | Onoway Elementary School                | 10           | 197              | 2025-11-14 | 1         | 1 - High Priority       |
|                             | Rochfort Bridge Colony School           | 1            | 24               | 2025-09-11 | 1         | 1 - High Priority       |
|                             | Sangudo Community School                | 4            | 75               | 2025-12-02 | 1         | 1 - High Priority       |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>52</b>    | <b>1006</b>      |            | <b>6</b>  |                         |
| <b>Lamont County</b>        | Andrew School                           | 6            | 170              | 2026-05-27 | 1         | 1 - High Priority       |
|                             | Bruderheim Community School             | 3            | 59               | 2026-05-25 | 1         | 1 - High Priority       |
|                             | Lamont Elementary School                | 13           | 263              | 2026-05-05 | 1         | 1 - High Priority       |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>22</b>    | <b>492</b>       |            | <b>3</b>  |                         |
| <b>Leduc County</b>         | New Sarepta Elementary School           | 4            | 83               | 2026-04-14 | 1         | 2 - Medium Priority     |
|                             | New Sarepta Elementary School           | 5            | 129              | 2026-04-13 | 1         | 2 - Medium Priority     |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>9</b>     | <b>212</b>       |            | <b>1</b>  |                         |
| <b>Lethbridge County</b>    | Barons School                           | 6            | 98               | 2025-09-22 | 1         | 1 - High Priority       |
|                             | Chin Lakes Colony School                | 1            | 10               | 2026-04-27 | 1         | 1 - High Priority       |
|                             | Coaldale Christian School               | 7            | 140              | 2026-06-02 | 1         | 1 - High Priority       |
|                             | Gold Ridge Colony School (Turin Colony) | 1            | 27               | 2026-03-12 | 1         | 1 - High Priority       |
|                             | Huntsville School                       | 7            | 133              | 2026-03-05 | 1         | 1 - High Priority       |
|                             | John Davidson School                    | 6            | 140              | 2026-05-06 | 1         | 1 - High Priority       |
|                             | John Davidson School                    | 0            | 0                | 2026-05-06 | 1         | 1 - High Priority       |
|                             | Keho Lake Colony School                 | 1            | 35               | 2026-03-19 | 1         | 1 - High Priority       |
|                             | Noble Central School                    | 7            | 141              | 2026-03-18 | 1         | 1 - High Priority       |
|                             | Shadow Ranch Colony School              | 1            | 23               | 2026-03-26 | 1         | 1 - High Priority       |
|                             | St. Joseph's School                     | 4            | 64               | 2026-04-22 | 1         | 1 - High Priority       |
|                             | St. Joseph's School                     | 7            | 125              | 2026-04-21 | 1         | 1 - High Priority       |
|                             | St. Joseph's School                     | 0            | 0                | 2026-02-03 | 1         | 1 - High Priority       |
|                             | St. Joseph's School                     | 0            | 0                | 2026-02-04 | 1         | 1 - High Priority       |
|                             | Wilson Siding Colony School             | 2            | 31               | 2025-12-15 | 1         | 1 - High Priority       |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>50</b>    | <b>967</b>       |            | <b>11</b> |                         |
| <b>M.D. of Acadia</b>       | Warren Peers School                     | 3            | 31               | 2025-09-23 | 1         | 1 - High Priority       |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>3</b>     | <b>31</b>        |            | <b>1</b>  |                         |
| <b>M.D. of Big Lakes</b>    | St. Andrew's School                     | 10           | 175              | 2025-11-21 | 1         | 3 - Low Priority        |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>10</b>    | <b>175</b>       |            | <b>1</b>  |                         |
| <b>M.D. of Bonnyville</b>   | Glendon School                          | 7            | 111              | 2025-09-09 | 1         | 2 - Medium Priority     |
| <b>Subtotal</b>             | <b>Sum</b>                              | <b>7</b>     | <b>111</b>       |            | <b>1</b>  |                         |

122



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## School Visits by County: September 2025 - June 2026

| School: County ↑           | School: Account Name                      | Total # Pres | Total # Students | Date       | School: # | School: School Priority |
|----------------------------|-------------------------------------------|--------------|------------------|------------|-----------|-------------------------|
| M.D. of Greenview          | Crooked Creek Colony School               | 2            | 17               | 2026-06-08 | 1         | 3 - Low Priority        |
|                            | Harry Gray Elementary School              | 6            | 97               | 2025-11-19 | 1         | 3 - Low Priority        |
|                            | St. Stephen's Catholic School             | 11           | 165              | 2025-11-12 | 1         | 3 - Low Priority        |
|                            | Valleyview Ranch Colony School            | 1            | 14               | 2026-03-02 | 1         | 3 - Low Priority        |
|                            | <b>Subtotal Sum</b>                       | <b>20</b>    | <b>293</b>       |            | <b>4</b>  |                         |
| M.D. of Lesser Slave River | C.J. Schurter Elementary School           | 12           | 247              | 2026-04-23 | 1         | 2 - Medium Priority     |
|                            | C.J. Schurter Elementary School           | 9            | 179              | 2026-04-24 | 1         | 2 - Medium Priority     |
|                            | Smith School                              | 2            | 28               | 2026-04-22 | 1         | 2 - Medium Priority     |
| <b>Subtotal Sum</b>        |                                           | <b>23</b>    | <b>454</b>       |            | <b>2</b>  |                         |
| M.D. of Pincher Creek      | Livingstone Colony School                 | 2            | 27               | 2025-11-14 | 1         | 1 - High Priority       |
|                            | Spring Point Colony School                | 2            | 24               | 2025-12-16 | 1         | 1 - High Priority       |
|                            | Waterton Colony School                    | 1            | 2                | 2026-06-03 | 1         | 3 - Low Priority        |
| <b>Subtotal Sum</b>        |                                           | <b>5</b>     | <b>53</b>        |            | <b>3</b>  |                         |
| M.D. of Provost            | Highland View Colony School               | 1            | 9                | 2026-04-23 | 1         | 2 - Medium Priority     |
|                            | Rosewood Colony School                    | 1            | 14               | 2026-04-23 | 1         | 2 - Medium Priority     |
| <b>Subtotal Sum</b>        |                                           | <b>2</b>     | <b>23</b>        |            | <b>2</b>  |                         |
| M.D. of Taber              | Barnwell School                           | 6            | 89               | 2026-04-15 | 1         | 1 - High Priority       |
|                            | Cameron Farms Colony School               | 1            | 26               | 2026-04-28 | 1         | 1 - High Priority       |
|                            | Central Elementary School                 | 7            | 143              | 2026-05-04 | 1         | 1 - High Priority       |
|                            | Central Elementary School                 | 5            | 128              | 2026-05-07 | 1         | 1 - High Priority       |
|                            | Chamberlain School                        | 4            | 53               | 2025-10-02 | 1         | 1 - High Priority       |
|                            | Copperfield Colony School                 | 2            | 40               | 2026-03-19 | 1         | 1 - High Priority       |
|                            | Dr. Hamman School                         | 4            | 82               | 2026-05-19 | 1         | 1 - High Priority       |
|                            | Dr. Hamman School                         | 6            | 127              | 2026-05-20 | 1         | 1 - High Priority       |
|                            | Enchant Colony School                     | 1            | 23               | 2025-12-09 | 1         | 1 - High Priority       |
|                            | Enchant School                            | 5            | 84               | 2026-03-17 | 1         | 1 - High Priority       |
|                            | L.T. Westlake Fine Arts Elementary School | 4            | 73               | 2025-11-03 | 1         | 1 - High Priority       |
|                            | Midland Colony School                     | 1            | 16               | 2026-05-29 | 1         | 1 - High Priority       |
|                            | Oaklane Colony School                     | 1            | 22               | 2026-05-01 | 1         | 1 - High Priority       |
|                            | Ponderosa Colony School                   | 1            | 7                | 2026-04-23 | 1         | 1 - High Priority       |
|                            | St. Patrick's Roman Catholic School       | 0            | 0                | 2026-04-20 | 1         | 1 - High Priority       |
|                            | St. Patrick's Roman Catholic School       | 6            | 158              | 2026-04-20 | 1         | 1 - High Priority       |
|                            | Taber Christian School                    | 5            | 109              | 2026-05-11 | 1         | 1 - High Priority       |
|                            | Taber Christian School                    | 5            | 107              | 2026-05-12 | 1         | 1 - High Priority       |
|                            | Taber Christian School                    | 4            | 84               | 2026-05-13 | 1         | 1 - High Priority       |
|                            | Vauxhall Elementary School                | 7            | 160              | 2025-11-26 | 1         | 1 - High Priority       |
| <b>Subtotal Sum</b>        |                                           | <b>75</b>    | <b>1531</b>      |            | <b>15</b> |                         |
| M.D. Of Willow Creek       | Granum School                             | 3            | 36               | 2026-04-30 | 1         | 2 - Medium Priority     |
|                            | Greenwood Colony School                   | 1            | 22               | 2025-11-12 | 1         | 2 - Medium Priority     |
|                            | Stavely Elementary School                 | 4            | 76               | 2026-03-11 | 1         | 2 - Medium Priority     |
|                            | West Meadow Elementary School             | 7            | 154              | 2026-06-08 | 1         | 1 - High Priority       |
|                            | West Meadow Elementary School             | 7            | 156              | 2026-06-09 | 1         | 1 - High Priority       |
| <b>Subtotal Sum</b>        |                                           | <b>22</b>    | <b>444</b>       |            | <b>4</b>  |                         |
| Mountain View County       | Cremona School                            | 8            | 180              | 2025-11-24 | 1         | 1 - High Priority       |
|                            | May City Colony School                    | 1            | 15               | 2025-12-02 | 1         | 1 - High Priority       |
|                            | Neudorf Colony School                     | 1            | 12               | 2025-12-02 | 1         | 1 - High Priority       |
|                            | Olds Koinonia Christian School            | 7            | 198              | 2025-12-01 | 1         | 1 - High Priority       |
|                            | Reed Ranch School                         | 3            | 50               | 2026-01-08 | 1         | 1 - High Priority       |
|                            | River Valley School                       | 4            | 113              | 2026-03-17 | 1         | 1 - High Priority       |
|                            | River Valley School                       | 11           | 268              | 2026-03-16 | 1         | 1 - High Priority       |
|                            | Ross Ford Elementary School               | 7            | 159              | 2026-01-12 | 1         | 1 - High Priority       |
|                            | Ross Ford Elementary School               | 5            | 125              | 2026-01-13 | 1         | 1 - High Priority       |
| <b>Subtotal Sum</b>        |                                           | <b>47</b>    | <b>1120</b>      |            | <b>7</b>  |                         |
| Northern Sunrise County    | Good Shepherd School                      | 7            | 128              | 2026-06-15 | 1         | 3 - Low Priority        |
|                            | Good Shepherd School                      | 7            | 111              | 2026-06-16 | 1         | 3 - Low Priority        |
| <b>Subtotal Sum</b>        |                                           | <b>14</b>    | <b>239</b>       |            | <b>1</b>  |                         |
| Parkland County            | Duffield School                           | 6            | 77               | 2026-05-20 | 1         | 1 - High Priority       |
|                            | Entwistle School                          | 4            | 83               | 2026-04-09 | 1         | 1 - High Priority       |
|                            | Tomahawk School                           | 4            | 74               | 2026-04-13 | 1         | 1 - High Priority       |
| <b>Subtotal Sum</b>        |                                           | <b>14</b>    | <b>234</b>       |            | <b>3</b>  |                         |
| Ponoka County              | Ferrybank Colony School                   | 1            | 12               | 2025-09-24 | 1         | 1 - High Priority       |



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## School Visits by County: September 2025 - June 2026

| School: County ↑  | School: Account Name                   | Total # Pres | Total # Students | Date       | School: # | School: School Priority |
|-------------------|----------------------------------------|--------------|------------------|------------|-----------|-------------------------|
|                   | Leedale Colony School                  | 1            | 17               | 2025-09-24 | 1         | 1 - High Priority       |
|                   | Ponoka Christian School                | 4            | 88               | 2025-10-07 | 1         | 1 - High Priority       |
|                   | Rimbey Christian School                | 4            | 54               | 2025-10-06 | 1         | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>10</b>    | <b>171</b>       |            | <b>4</b>  |                         |
| Red Deer County   | Bowden Grandview School                | 6            | 122              | 2026-04-08 | 1         | 1 - High Priority       |
|                   | Delburne Centralized School            | 8            | 186              | 2025-11-12 | 1         | 1 - High Priority       |
|                   | Ecole John Wilson Elementary School    | 8            | 165              | 2026-01-21 | 1         | 1 - High Priority       |
|                   | Ecole John Wilson Elementary School    | 8            | 187              | 2026-01-22 | 1         | 1 - High Priority       |
|                   | Jessie Duncan Elementary School        | 7            | 165              | 2026-01-23 | 1         | 1 - High Priority       |
|                   | Jessie Duncan Elementary School        | 7            | 152              | 2026-01-26 | 1         | 1 - High Priority       |
|                   | Penhold Waskasoo Middle School         | 10           | 250              | 2026-04-07 | 1         | 1 - High Priority       |
|                   | Pine Hill Colony School                | 1            | 13               | 2025-11-20 | 1         | 1 - High Priority       |
|                   | Poplar Ridge School                    | 7            | 159              | 2025-11-27 | 1         | 1 - High Priority       |
|                   | Spruce View School                     | 7            | 147              | 2025-11-25 | 1         | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>69</b>    | <b>1546</b>      |            | <b>8</b>  |                         |
| Rocky View County | Beiseker Community School              | 5            | 103              | 2026-06-05 | 1         | 2 - Medium Priority     |
|                   | Fairview Colony School                 | 1            | 16               | 2026-05-21 | 1         | 2 - Medium Priority     |
|                   | Indus School                           | 7            | 128              | 2026-04-14 | 1         | 2 - Medium Priority     |
|                   | Kathryn School                         | 8            | 153              | 2026-06-11 | 1         | 2 - Medium Priority     |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>21</b>    | <b>400</b>       |            | <b>4</b>  |                         |
| Smoky Lake County | H.A. Kostash School                    | 8            | 172              | 2026-06-03 | 1         | 1 - High Priority       |
|                   | Holy Family Catholic School            | 4            | 56               | 2026-05-04 | 1         | 1 - High Priority       |
|                   | Onchiminahos School                    | 9            | 106              | 2025-09-16 | 1         | 1 - High Priority       |
|                   | Onchiminahos School                    | 7            | 94               | 2025-09-17 | 1         | 1 - High Priority       |
|                   | Vilna School                           | 0            | 0                | 2026-06-04 | 1         | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>28</b>    | <b>428</b>       |            | <b>4</b>  |                         |
| Special Area 2    | Berry Creek Colony School/Stahl Colony | 1            | 9                | 2026-05-05 | 1         | 1 - High Priority       |
|                   | Hand Hills Colony School               | 1            | 21               | 2026-03-17 | 1         | 1 - High Priority       |
|                   | J.C. Charyk Hanna School               | 12           | 187              | 2025-09-25 | 1         | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>14</b>    | <b>217</b>       |            | <b>3</b>  |                         |
| Special Area 3    | Assumption Roman Catholic School       | 4            | 51               | 2025-09-23 | 1         | 1 - High Priority       |
|                   | Wind River Colony School               | 1            | 17               | 2026-05-06 | 1         | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>5</b>     | <b>68</b>        |            | <b>2</b>  |                         |
| Starland County   | Blue Sky Colony School                 | 1            | 21               | 2025-09-24 | 1         | 1 - High Priority       |
|                   | Cloverleaf Colony School               | 1            | 19               | 2025-09-22 | 1         | 1 - High Priority       |
|                   | Craigmyle Colony School                | 1            | 12               | 2025-09-22 | 1         | 1 - High Priority       |
|                   | East River Colony School               | 1            | 10               | 2026-03-10 | 1         | 1 - High Priority       |
|                   | Neu Muehl Colony School                | 1            | 5                | 2026-03-25 | 1         | 1 - High Priority       |
|                   | Starland Colony School                 | 2            | 24               | 2025-09-24 | 1         | 1 - High Priority       |
|                   | Verdant Valley Colony School           | 1            | 16               | 2026-03-25 | 1         | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>8</b>     | <b>107</b>       |            | <b>7</b>  |                         |
| Strathcona County | Castle Colony School                   | 1            | 29               | 2025-09-23 | 1         | 1 - High Priority       |
|                   | Fultonvale Elementary School           | 6            | 124              | 2025-12-01 | 1         | 1 - High Priority       |
|                   | Fultonvale Elementary School           | 6            | 145              | 2025-12-02 | 1         | 1 - High Priority       |
|                   | Fultonvale Elementary School           | 2            | 43               | 2025-12-03 | 1         | 1 - High Priority       |
|                   | Holy Redeemer Catholic School          | 2            | 40               | 2025-11-04 | 1         | 1 - High Priority       |
|                   | Holy Redeemer Catholic School          | 5            | 102              | 2025-11-24 | 1         | 1 - High Priority       |
|                   | St. Luke Catholic School               | 6            | 141              | 2025-12-15 | 1         | 1 - High Priority       |
|                   | Uncas Elementary School                | 7            | 168              | 2026-04-20 | 1         | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                             | <b>35</b>    | <b>792</b>       |            | <b>5</b>  |                         |
| Sturgeon County   | Bon Accord Community School            | 8            | 152              | 2026-06-10 | 1         | 1 - High Priority       |
|                   | Gibbons School                         | 5            | 116              | 2026-04-27 | 1         | 1 - High Priority       |
|                   | Landing Trail School                   | 12           | 246              | 2026-04-09 | 1         | 1 - High Priority       |
|                   | Legal Public School                    | 1            | 13               | 2025-12-08 | 1         | 1 - High Priority       |
|                   | Legal School                           | 8            | 112              | 2026-05-11 | 1         | 1 - High Priority       |
|                   | Morinville Colony School               | 2            | 44               | 2025-09-18 | 1         | 1 - High Priority       |
|                   | Morinville Public School               | 8            | 168              | 2026-05-13 | 1         | 1 - High Priority       |
|                   | Morinville Public School               | 7            | 169              | 2026-05-14 | 1         | 1 - High Priority       |
|                   | Namoo School                           | 5            | 119              | 2025-12-09 | 1         | 1 - High Priority       |
|                   | Namoo School                           | 6            | 141              | 2025-12-10 | 1         | 1 - High Priority       |
|                   | Redwater School                        | 3            | 59               | 2025-09-25 | 1         | 1 - High Priority       |



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## School Visits by County: September 2025 - June 2026

| School: County ↑  | School: Account Name                 | Total # Pres | Total # Students | Date       | School: #  | School: School Priority |
|-------------------|--------------------------------------|--------------|------------------|------------|------------|-------------------------|
| <b>Subtotal</b>   | <b>Sum</b>                           | <b>65</b>    | <b>1339</b>      |            | <b>9</b>   |                         |
| Vulcan County     | Arrowwood Colony School              | 1            | 21               | 2026-03-31 | 1          | 1 - High Priority       |
|                   | Arrowwood Community School           | 2            | 44               | 2025-11-19 | 1          | 1 - High Priority       |
|                   | Brant Christian School               | 3            | 71               | 2025-11-25 | 1          | 1 - High Priority       |
|                   | Champion School                      | 5            | 66               | 2026-05-26 | 1          | 1 - High Priority       |
|                   | Lomond Colony School                 | 1            | 22               | 2026-05-28 | 1          | 1 - High Priority       |
|                   | Milo School                          | 3            | 42               | 2025-11-13 | 1          | 1 - High Priority       |
|                   | Newdale Colony School                | 1            | 14               | 2025-10-03 | 1          | 1 - High Priority       |
|                   | Vulcan Prairieview Elementary School | 8            | 210              | 2026-04-16 | 1          | 1 - High Priority       |
|                   | Wild Rose Colony School              | 1            | 6                | 2025-11-05 | 1          | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                           | <b>25</b>    | <b>496</b>       |            | <b>9</b>   |                         |
| Westlock County   | Sunny Bend Colony School             | 1            | 17               | 2025-11-17 | 1          | 2 - Medium Priority     |
| <b>Subtotal</b>   | <b>Sum</b>                           | <b>1</b>     | <b>17</b>        |            | <b>1</b>   |                         |
| Wheatland County  | Carseland School                     | 5            | 76               | 2026-05-20 | 1          | 1 - High Priority       |
|                   | Crawling Valley Colony School        | 1            | 13               | 2026-06-08 | 1          | 1 - High Priority       |
|                   | Ecole Brentwood Elementary School    | 8            | 167              | 2025-12-08 | 1          | 1 - High Priority       |
|                   | George Freeman School                | 14           | 312              | 2026-05-07 | 1          | 1 - High Priority       |
|                   | Glenrose Colony School               | 1            | 28               | 2026-06-10 | 1          | 1 - High Priority       |
|                   | Green Acres Colony School            | 1            | 12               | 2026-06-09 | 1          | 1 - High Priority       |
|                   | Greentree School                     | 8            | 169              | 2026-04-28 | 1          | 1 - High Priority       |
|                   | Greentree School                     | 8            | 152              | 2026-04-27 | 1          | 1 - High Priority       |
|                   | Midwest Colony School                | 1            | 11               | 2026-06-16 | 1          | 1 - High Priority       |
|                   | Mountain View Colony School          | 1            | 11               | 2026-05-21 | 1          | 1 - High Priority       |
|                   | Poplar Row Colony School             | 1            | 9                | 2026-06-16 | 1          | 1 - High Priority       |
|                   | Rising Sun Colony School             | 2            | 35               | 2026-06-08 | 1          | 1 - High Priority       |
|                   | Rosebud Creek Colony School          | 1            | 24               | 2026-05-19 | 1          | 1 - High Priority       |
|                   | Rosebud River Colony School          | 1            | 12               | 2026-03-06 | 1          | 1 - High Priority       |
|                   | Sandhills Colony School              | 1            | 17               | 2026-05-19 | 1          | 1 - High Priority       |
|                   | Sayre Colony School                  | 1            | 29               | 2026-03-06 | 1          | 1 - High Priority       |
|                   | Stahlville/Hines Colony School       | 1            | 38               | 2026-05-19 | 1          | 1 - High Priority       |
|                   | Towers Colony School                 | 1            | 15               | 2026-06-09 | 1          | 1 - High Priority       |
|                   | Twin Creeks Colony School            | 1            | 19               | 2026-06-09 | 1          | 1 - High Priority       |
|                   | Wintering Hills Colony School        | 1            | 16               | 2026-06-10 | 1          | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                           | <b>59</b>    | <b>1165</b>      |            | <b>19</b>  |                         |
| Woodlands County  | Ecole St. Mary School                | 11           | 225              | 2026-03-05 | 1          | 2 - Medium Priority     |
|                   | Ecole St Anne                        | 15           | 289              | 2026-05-08 | 1          | 2 - Medium Priority     |
| <b>Subtotal</b>   | <b>Sum</b>                           | <b>26</b>    | <b>514</b>       |            | <b>2</b>   |                         |
| Yellowhead County | Crescent Valley School               | 10           | 206              | 2026-05-06 | 1          | 1 - High Priority       |
|                   | Evansview School                     | 5            | 103              | 2026-04-09 | 1          | 1 - High Priority       |
|                   | Fulham School                        | 7            | 31               | 2025-11-03 | 1          | 1 - High Priority       |
|                   | Jasper Elementary School             | 11           | 179              | 2026-04-10 | 1          | 1 - High Priority       |
|                   | Niton Central School                 | 4            | 62               | 2026-05-05 | 1          | 1 - High Priority       |
|                   | Yellowhead Koinonia Christian School | 4            | 50               | 2025-11-04 | 1          | 1 - High Priority       |
| <b>Subtotal</b>   | <b>Sum</b>                           | <b>41</b>    | <b>631</b>       |            | <b>6</b>   |                         |
| <b>Total</b>      | <b>Sum</b>                           | <b>1331</b>  | <b>25682</b>     |            | <b>258</b> |                         |

For information about this report or the Safety Smarts program, please contact [programs@heartlandsupport.ca](mailto:programs@heartlandsupport.ca)

125

14.f

aboffice@albertabeach.com

**From:** Marlene Walsh <cao@valquentin.ca>  
**Sent:** October 5, 2026 8:10 PM  
**To:** Kathy Skwarchuk; Mike Primeau; Kathy Dion  
**Subject:** Fwd: ACP APPLICATION  
**Attachments:** 2026-27 ACP Application - SV of Val Quentin.docx.pdf

Good Evening

Further to our discussion at the meeting this evening, I am sharing this application that was submitted for your review and council consideration.

As Mayor Dion mentioned, we will respect the decision of the individual Councils on if this application proceeds, or should be withdrawn.

Thank you

Marlene Walsh

CAO

Summer Village of Val Quentin

p: 780 668 3182

e: [cao@valquentin.ca](mailto:cao@valquentin.ca)

Val Quentin: A Year-Round Community

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

**From:** Marlene Walsh <cao@valquentin.ca>

**Date:** Thu, Oct 1, 2026 at 8:31 PM

**Subject:** ACP APPLICATION

**To:** Kathy Dion <[k.dion@valquentin.ca](mailto:k.dion@valquentin.ca)>

As promised

Marlene Walsh

CAO

Summer Village of Val Quentin

p: 780 668 3182

e: [cao@valquentin.ca](mailto:cao@valquentin.ca)

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126

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**2026/27 – Alberta Community Partnership  
Intermunicipal Collaboration Grant Application**

**Managing Partner: Summer Village of Val Quentin**

**Participating Municipalities: Alberta Beach, Summer Village of Sunset Point**

**Project Title: Regional Infrastructure and Asset Management Master Plan**

**Project Timeline: Project Start Date (DD-MMM-YY) – Defaults to "01-Apr-26"**

**Project Completion Date (DD-MMM-YY) – Enter "31-Dec-29"**

**PROJECT OVERVIEW**

1. This project produces (check all that apply):

- ☐ A regional service agreement, plan, framework, strategy, or model
- ☐ A study (e.g., shared service feasibility study, etc.)
- ☐ An amended Intermunicipal Collaboration Framework and/or a new or amended Intermunicipal Development Plan
- ☐ Other (please specify) (maximum 100 characters):

2. a. Provide a description of the project.

- What is the purpose of the project?
- Describe how the project is a new or enhanced service.
- What activities will the partnership undertake to complete the project?
- What are the project's outputs and expected concrete results?

(Max 4,000 Characters)

The partnership between the Summer Villages of Val Quentin and Sunset Point, and Alberta Beach is a collaboration with a history of shared municipal service delivery in areas such as water, wastewater and stormwater management, regional land use, emergency management, transportation, waste management, and recreation. The partnership shares a contiguous boundary along the southeast shore of Lake Isle.

The regional infrastructure and asset management master plan project focuses on obtaining and analyzing data related to the condition of municipal infrastructure systems extending along the shared

boundary, identification and plans to address deficiencies, identification of upgrades, and updating asset management plans and the 10-year capital plans.

The primary focus of the regional infrastructure and asset management master plan is an infrastructure condition assessment of the water, wastewater, stormwater, roads and transportation system, and recreational facilities in the region.

The regional infrastructure and asset management master plan project is focused on:

- data collection and review of related infrastructure reports, data, plans, drawings, digital base maps, air photos;
- review and site analysis of water, wastewater, stormwater, transportation and road network, and recreational facilities;
- feasibility of regional asset data and Geographic Information System (GIS) integration; and
- incorporating recommended upgrades into 10-year capital plans.

This regional infrastructure and asset management master plan data will establish a framework to guide informed decisions on required local and regional infrastructure improvements and upgrades.

The partnership will undertake the following activities:

1. Regional water, wastewater, storm water, transportation and road network, and recreational facilities infrastructure management analysis summary report.
2. Regional water, stormwater, wastewater, transportation and road network, and recreational facilities preliminary and conceptual design framework.
3. Regional water, wastewater, stormwater, transportation and road network, and recreational facilities infrastructure management options, recommendations, and cost models.
4. Analysis of the regional asset data and GIS integration options.
5. Updated asset management and 10-year capital plans.

**b. Describe how benefits will be shared among the participating municipalities.**

- How does the project address municipal and regional needs?
- Does the project benefit stakeholders beyond the partnership?

(Max 4,000 Characters)

Understanding the current condition and identification of required improvements to water, wastewater, stormwater, transportation and road network, and recreational facilities is key to ensuring sustainable and safe municipal services. This is especially critical as it relates to water systems, wastewater and stormwater management, and security of property and land given our proximity to a body of water. The regional infrastructure and asset management master plan will also be critical in supporting asset management policy development and feasibility of asset data integration and regionally shared GIS.

The health and safety of the region's residents is a primary consideration for the partnership, with a focus to avoid disastrous health and safety impacts through a comprehensive approach to infrastructure management beyond the municipal boundaries. The project is a regional collaboration and planning tool that enables the partnership to meet current and new demands within a fiscally responsible and environmentally sustainable framework with regional benefits such as:

- a comprehensive and shared understanding on the condition and required improvements to water, wastewater, and stormwater systems that are safer and more cost effective with mitigation strategies to avoid detrimental effects to land and property;
- better transportation connectivity which is essential for efficient movement of people and goods, and traffic safety especially during peak seasons and high pedestrian volumes;
- enhanced economic and overall growth and community well-being in the region will be stimulated through well-planned recreational infrastructure management and reliable access to essential services;
- efficient planning and cohesive decision-making to collaborate on infrastructure needs, land use concerns, and develop cost management strategies; and
- understanding of infrastructure service life to ensure assets are delivering intended services efficiently and sustainably, with ecological integrity, and fiscal affordability.

Stakeholders that could benefit beyond the partnership include:

- Local business – more efficient infrastructure planning could lead to increased growth, business attraction, and economic development.
- Recreation Groups – the region is a hub for recreational activities (e.g., trail systems, boating and water activities) and thoughtful planning promotes the entire area and a healthier lifestyle.
- Tourists – regional amenities provide an enhanced travel experience and increased likelihood of revisiting the region.
- Residents – establishes integrity and accountability within the region and supports optimizations that will improve municipal service delivery giving consideration to impact on residents and the environment.

#### PROJECT PRIORITY

3. Why are the project and the grant needed?  
a. Describe how and why this project is a priority for the region.

(Max 4,000 Characters)

We are three small municipalities that experience additional infrastructure challenges associated with high and low seasonal use. High percentages of our municipal operational budgets are allocated to contracted services, which requires even more emphasis on efficient service delivery and infrastructure

management. Existing infrastructure is aging, and demand continues to grow for new or enhanced municipal infrastructure. Regional concerns are primarily related to:

- health and safety of the region's residents and property that could be enhanced through a comprehensive approach to regional water, wastewater, and stormwater infrastructure management;
- undeveloped sections of road;
- condition and safety of aging recreational infrastructure; and
- need for improved infrastructure planning and coordination to ensure alignment with regional goals and needs.

The partnership does not currently have comprehensive infrastructure condition assessment data for water, wastewater, stormwater, transportation and road network, and recreational facilities which is urgently needed to provide the partners with a big picture approach for the planning and collaborative delivery of these services. This aligns with and supports the intermunicipal collaboration framework (ICF) objective that speaks to the importance of regional cooperation for the delivery of vital core municipal services. Infrastructure assessment information can also be used to support ICF updates.

The lack of current asset condition data, identification of infrastructure deficiencies, and overall wholistic approach to lake resources management is required to work towards regional infrastructure management solutions. The development of a regional infrastructure and asset management master plan will ensure we are positioned to address future operational and infrastructure requirements. A regional municipal infrastructure condition analysis will provide budgetary impact awareness to guide the partnership and respective councils in planning for infrastructure enhancements.

This project also supports provincial and ministry objectives that include:

**Municipal Affairs – Outcome 1:** this project provides the framework for encouragement of economic growth through future construction projects that will promote vibrancy and prosperity, employ Albertans, and joint administration that could potentially reduce red-tape.

**Municipal Affairs – Outcome 2:** this project will provide critical data and a framework for the intermunicipal collaboration and enhanced delivery of regional water, wastewater, stormwater, transportation, and recreation.

**Environment and Protected Areas – Outcome 1:** this project will provide critical water and wastewater servicing information and options that will support proactive and responsible regional environmental resource stewardship.

**Transportation and Economic Corridors – Outcome 1:** this project supports the planning for a sustainable transportation network that enhances job creation and economic growth through efficient transportation network access for Albertans.

**Tourism and Sport – Outcome 2:** this project will improve recreational service delivery and safety that promotes health, well-being, sport excellence, and active lifestyles.

b. What is preventing the partnership from undertaking the project in-house or from obtaining the resources or expertise needed for the project? How will the grant be used to resolve these barriers?

(Max 4,000 Characters)

There are several factors affecting the partnership's ability to undertake this project that include:

- Requirement for specialized knowledge and expertise that is not available within the partnership related to professional infrastructure analysis and technical stakeholder engagement. The grant will be used to obtain technical experts capable of completing the required work.
- The use of partnership funding for this project beyond the required 10% municipal contribution would place additional financial strain on operational resources that are struggling to balance ever increasing costs and delivery of vital services. This grant reduces financial and administrative barriers, supporting collaboration related to critical delivery of a regional service.
  - However, while this project is a high priority, the cost-share arrangement and decreased grant maximum required that the overall project be scaled back which impacts the depth of analysis in comparison to what was originally planned.
- The delivery of day-to-day municipal operations that continue to meet the high degree of residential, business, and other stakeholder expectations creates strained time commitments and high workloads. This funding enhances the flexibility and capacity of the partnership to engage in the time expectations this project requires.

This project is of critical importance and the consequence of not going forward would mean that the partnership does not have the data and planning tools that would provide guidance to decision-makers and a framework for new or enhanced regional water, wastewater, and stormwater management systems, transportation and road network, and recreational facilities service delivery strategies and plans. The regional infrastructure and asset management master plan is vital to identifying infrastructure conditions and requirements for the enhanced and efficient delivery of asset and infrastructure management services. The use of grant-funded external resources is the only effective way to ensure project success.

#### PARTNERSHIP AND PROJECT READINESS

4. a. Provide a brief description of each partner's roles and responsibilities with respect to the project.

- How will each participating member be involved in project planning, administration, and decision making?
- What arrangements and processes are in place or will be established to ensure the interests of each member will be met in project outcomes?

(Max 4,000 Characters)

The Summer Village of Val Quentin is the managing partner on this grant application for the sole purpose of grant submission and future grant administration and reporting if the grant is approved.

The partners have had preliminary meetings to discuss project specifics and how each will be involved in the regional infrastructure and asset management master plan process. This partnership and project are a relatively new approach to exploring potential regional solutions and opportunities. Project planning, administration, and decision making will be guided by the regional infrastructure and asset management team that will include Chief Administrative Officers and designated staff from each municipality. Administration from all municipalities and contracted technical advisors will also be involved throughout the process.

All municipalities will be actively engaged in project progress and will jointly review consultant outputs, data sets, and recommendations before they advance to councils.

All project decisions will be based on consensus with clear documentation of input and any follow-up actions. Regular progress check-ins will ensure that all municipalities will have an opportunity to review the regional infrastructure and asset management master plan data and recommendations to determine the relevant issues that align with local goals and objectives.

Mechanisms that will support an inclusive process for the development of the regional infrastructure and asset management master plan include frequent discussions to ensure agreement on data collection methods, input from senior administration, acknowledgement of shared values (e.g., reliable infrastructure for water, wastewater, and stormwater management, transportation, recreation, environmental stewardship, economic diversification, and growth) and an agreed upon decision model should the partnership need to make a consensus choice regarding project specifics or direction.

b. How will conflict be resolved to ensure a successful outcome which meets the interests of all project participants?

- Provide details of any dispute resolution mechanisms in place or that will be established between the partners.

(Max 4,000 Characters)

The partnership will follow the resolution process that is part of the ICF structure.

It is imperative that the regional infrastructure and asset management master plan be of use for all municipalities so check points to confirm clarification of process will be imbedded in the project planning process.

The intent of the dispute resolution process is to maximize opportunities for discussion to resolve areas of disagreement early in the process. If conflict occurs all efforts will be made to resolve the issue administratively. If required, the issue will be elevated in the following sequence: regional infrastructure and asset management team, senior managers, joint meetings of all councils, provincial mediation.

c. Provide a concise overview of the project workplan and timeline.

(Max 4,000 Characters)

The partnership proposes hiring a consultant to complete the following project workplan and timelines. Projected date ranges are high level estimates and may overlap and be modified as project proceeds.

- Stakeholder engagement sessions. (Ongoing)
- Preliminary assessment and data collection and analysis in conjunction with municipal partner's input. (April – August 2027)
- Technical water, wastewater, stormwater, transportation and roads, and recreation infrastructure condition and site assessment review and analysis. (September 2027 – June 2028)
- Development of water, wastewater, stormwater, transportation and roads, and recreation upgrade options, recommendations, and improvement cost models. (July 2028 – January 2029)
- Identify regional asset data and GIS integration options. (February – March 2029)
- Council presentations and policy updates. (April – September 2029)
- Update asset management and 10-year capital plans (October – December 2029)

d. Identify potential risks that could impact the schedule of activities listed under this ACP project and provide risk mitigation strategies.

(Max 4,000 Characters)

Risks associated with this project include:

1. Weather impact and timely collection of data – this will be mitigated through the inclusion of an ample amount of time in the project timeline.
2. Availability or completeness of municipal input and asset data – this will be mitigated through clear communications between the consultant and municipal representatives to ensure project data needs are managed effectively and solutions to address data gaps are addressed in a timely manner.
3. Municipal support and cooperation – this will be mitigated through targeted communications with partnership, impacted stakeholders, and community groups to determine and coordinate needs, develop strategies on addressing these needs, and identify potential impacts to the regional infrastructure and asset management master plan.
4. Asset condition may create an increased funding pressure for asset repair or maintenance – this will be mitigated through the detailed asset condition data that will provide councils critical

information when deliberating over annual budgetary considerations and infrastructure prioritization.

#### INTERMUNICIPAL COLLABORATION - BUDGET

6. a. What are the expenditure estimates provided under the Project Budget section based on?

- Include details on the anticipated project resources, service providers, or contractors.

(Max 4,000 Characters)

The partnership has collaborated with an industry leader that has technical and local expertise to identify high level project requirements and who has also provided a preliminary quote in support of this project. Costs are estimates based on similar projects and reflect the anticipated level of effort to complete the assessments and analysis, stakeholder engagement, recommendations and report development, and asset management and capital planning components of the project.

b. Provide a comprehensive, **itemized breakdown** of all your estimated project costs and expenditures in the table below. Insufficient or incomplete project cost information will impact the evaluation of your grant application.\*

- **New for 2026:** The Municipal Contribution % is automatically calculated based on the amounts listed in fields D and E (Funding from other grant programs and Other Cash Contributions). This % can be used to determine if you have met the 10% contribution requirement.
- Use the "Add New" button to add line items to specifically identify the types of consultant activities and vendor costs (advertising, printing, venue rental).
- Only list the project cost information associated with the scope of work under this grant request.
- Capital expenditures are not eligible under the IC component.

| Item Description                                                    | Estimated Item Cost |
|---------------------------------------------------------------------|---------------------|
| Asset and infrastructure data collection and analysis               | \$49,000            |
| Asset and infrastructure condition and site assessments             | \$55,000            |
| Asset report with upgrade options, recommendations, and cost models | \$39,000            |
| Regional asset data and GIS integration options                     | \$8,667             |
| Updates to asset management and 10-year capital plans               | \$15,000            |
| <b>Total Project Costs</b>                                          | <b>\$166,667</b>    |
| <b>Municipal Contribution (10%)</b>                                 | <b>\$16,667</b>     |
| <b>Grant Amount Requested (90%)</b>                                 | <b>\$150,000</b>    |

135

*\*The grant maximum under the Intermunicipal Collaboration component is \$150,000.*

#### ADDITIONAL SUPPORTING PROJECT INFORMATION

6. Provide any other additional project details not included in the responses that will further inform ministry staff in understanding the benefits of your project.

(Max 4,000 Characters)

A big part of the regional infrastructure and asset management master plan is to properly assess infrastructure needs and form the basis for strategic long-term infrastructure planning. Smaller municipalities such as ours understand that exploration of regional solutions and options is critical to address municipal viability and economic growth.

The funding is critical, especially now with additional challenges we are facing with tariffs and supply issues, slowing global growth, and responding to uncertain fiscal pressures like ever increasing operational costs. The focus on regional cooperation that is supported through this grant will strengthen the partnership and put us in a stronger position to face these circumstances together. Even with these challenges, the partnership remains committed to collaborative asset management in support of essential regional service delivery that will diversify risk and reduce vulnerability.

This project supports the provincial economy and would create an estimated 4-6 jobs during the course of the project and secure direct or indirect regional municipal operations and related jobs. This partnership is being proactive to ensure sound and reliable infrastructure is in place which is vital to ensure we are positioned to grow and respond to Alberta's economic renewal and environmental sustainability.

The partnership is making a significant time and potentially future capital commitment to this high-priority project and is appreciative of Government of Alberta support for economic growth and sustainability in small communities.

The region's MLA, Shane Getson, has been informed of this critical regional project.

**From:** Marlene Walsh <cao@valquentin.ca>  
**Sent:** October 5, 2026 8:14 PM  
**To:** Kathy Skwarchuk; Mike Primeau  
**Cc:** Kathy Dion  
**Subject:** Fwd: 2026/27 ACP - Summer Village of Val Quentin - Council Resolutions

Good Evening

I am sharing the draft resolutions with you in the event your Councils wish to proceed with the ACP application previously shared with you.

Alternatively, if Alberta Beach and/or Sunset Point do not wish to proceed with this application, we will withdraw it immediately.

Thank you

Council resolutions in support of the project must be passed by the project partners. Although the grant application must be submitted on or before October 1, 2026, the supporting council resolutions must be confirmed by December 23, 2026.

**For Project Manager:**

So moved that the **Summer Village of Val Quentin** supports the submission of a 2026/27 Alberta Community Partnership grant application in support of the Regional Infrastructure and Asset Management Master Plan project and is prepared to manage the grant project and related compliance requirements.

The estimated project cost is \$166,667 and is calculated under a 90% provincial grant (\$150,000) / 10% municipal contribution (\$16,667) cost-share arrangement. Subject to grant approval, the partnership contribution will come from reserves and/or grants. It is anticipated that the commitment will be phased over the duration of the project.

**For Project Participants:**

So moved that **Alberta Beach** supports the **Summer Village of Val Quentin's** (managing partner) submission of a 2026/27 Alberta Community Partnership grant application in support of the Regional Infrastructure and Asset Management Master Plan project.

The estimated project cost is \$166,667 and is calculated under a 90% provincial grant (\$150,000) / 10% municipal contribution (\$16,667) cost-share arrangement. Subject to grant approval, the partnership contribution will come from reserves and/or grants. It is anticipated that the commitment will be phased over the duration of the project.

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So moved that the **Summer Village of Sunset Point** supports the **Summer Village of Val Quentin's** (managing partner) submission of a 2026/27 Alberta Community Partnership grant application in support of the Regional Infrastructure and Asset Management Master Plan project.

The estimated project cost is \$166,667 and is calculated under a 90% provincial grant (\$150,000) / 10% municipal contribution (\$16,667) cost-share arrangement. Subject to grant approval, the partnership contribution will come from reserves and/or grants. It is anticipated that the commitment will be phased over the duration of the project.

Once council resolutions are in place, an email will need to be sent to the ACP program (acp.grants@gov.ab.ca) before December 23, 2026 advising of this update. We can assist with this process and provide you with a draft email for your consideration to forward to the program.

Please let us know if you have any questions or require additional information.

Thank you,

Marianne

Marianne Bobik
Grant Specialist
Cel. (780) 720-0062
Email, mbobik@mpe.ca
www.mpe.ca



a division of Englobe

NEW BUSINESS:

15.a CHRISTMAS LIGHT UP CONTEST:

REQUEST A MOTION that the Village sponsor a Christmas Light Up Contest and that the prizes be as follows:

\$200.00 for first place;

\$150.00 for second place; and

\$100.00 for third place;

AND FURTHER that the judging take place on December 19, 2026 by Councillor Weber and two members of the public.

15.b GRASMERE SCHOOL CHRISTMAS DONATION:

REQUEST A MOTION that Alberta Beach approves a Christmas donation to Grasmere School in the amount of \$600.00 to be used towards the student's Christmas Lunch as well to supply candy canes and Christmas oranges for each student.

15.c CHRISTMAS OFFICE HOURS:

REQUEST A MOTION that the Village office be closed for Christmas on December 24th, 2026 and re-open on January 4th, 2027.

15.d COUNCIL & STAFF CHRISTMAS LUNCH:

Administration would like to request authorization to purchase gift cards in lieu of a Council & staff Christmas lunch as done the past 6 years.

REQUEST A MOTION that Council approves the purchase of \$100.00 gift cards for Council and staff in lieu of a Council & staff Christmas lunch.

15.e

aboffice@albertabeach.com

From: lions AB <lionsab74@gmail.com>
Sent: Friday, October 9, 2026 3:21 PM
To: aboffice@albertabeach.com
Subject: Hampers
Attachments: Scan_20260924.png



Alberta Beach & District
LIONS CLUB
Box 126, Alberta Beach, AB T0E 0A0



Hello fellow Businesses and community members.

As you are aware the Alberta Beach & District Lions Club supplies 95-100 Christmas hampers to local seniors and families for Christmas. The past couple years due to rising costs globally we have seen a reduction in donations, while costs have continued to rise. Last year our donations dropped to \$2211, Cost of hampers rose to \$10,448. We believe those costs will be higher this year again.

We find ourselves having to make decisions on possibly reducing hamper contents and number of hampers given. We are asking for your assistance in whatever means you are able to give us.

Suppliers with reduced costs or monetary donations to keep this program running fully so no cut backs are required to those in need for Christmas season.

We thank you for your attention to our request. Our Hamper Day this year will be Dec 19, 2026

Please reach out to us at lionsab74@gmail.com

Alberta Beach & District Lions Club

Alberta Beach RFD - Request for Decision

DATE: October 20, 2026
TO: Alberta Beach Council
FROM: CAO Kathy Skwarchuk

TOPIC: Alberta Beach Family R.V. Park & Campground – 2027 Schedule of Fees

PROPOSAL/ACTION:

Request to Council for consideration of an increase to the Alberta Beach Family RV Park & Campground Schedule of Fees for the 2027 season.

BACKGROUND:

At the Alberta Beach Campground Advisory Committee meeting held on October 5, 2026 the committee discussed the possibility of increasing the rates for the 2027 season. The Campground Manager's are suggesting the rates remain in effect for the 2027 and 2028 season.

ENCLOSURES:

2026 Schedule of Fees
2027 Proposed Schedule of Fees

RECOMMENDED ACTION:

Request Council review and discuss an increase to the rates for the municipal campground for the 2027 season.

Request Council make a motion that the Alberta Beach Family RV Park & Campground Proposed 2027 Schedule of Fees be approved as presented, or as amended by Council.

ALBERTA BEACH FAMILY R.V. PARK AND CAMPGROUND

2026

Schedule of Fees

Season Rate: (due by May 7th) (Includes 2 Gate Key Cards)	Full Service	\$3,400.00 per year*
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If Season Rate is not paid by May 7th of current year then weekly rates will apply,
as per the Rules & Regulations

Winter Storage/Reserve Site (DUE by Sept.15th of current year)	\$ 300.00 per year*
Winter Storage/Reserve Site (AFTER Sept.15th of current year)	\$ 400.00 per year*

Monthly Rate:	Full Service	\$1,450.00 per month*
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Weekly Rate:	Full Service	\$410.00 per week*
	Power & Water	\$360.00 per week*
	No Services	\$310.00 per week*

Daily Rates:	Full Service	\$ 62.00 per day*
	Power & Water	\$ 57.00 per day*
	No Services	\$ 47.00 per day*

Tenting Rates:		\$47.00 per day *
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***5% GST is extra**

Site Rental is based on 2 adults and 2 Dependent Children
Extra Person(s) \$5.00 per person \ per night

<u>Boat Storage:</u>	Winter	\$100.00*
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Seasonal Sites Additional charges:

Extra Fridge:	\$15.00 per month*
Extra Freezer:	\$15.00 per month*

Gate Key Cards:

Gate Key Card Replacement:	\$50.00 each
Gate Key Card Deposit on Site Rentals (Non-Seasonal)	\$50.00 (Refundable on Exit)

ALBERTA BEACH FAMILY R.V. PARK AND CAMPGROUND

2027

Proposed Schedule of Fees

Season Rate: (due by May 7th) (Includes 2 Gate Key Cards)	Full Service	\$3,500.00 per year*
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If Season Rate is not paid by May 7th of current year then weekly rates will apply,
as per the Rules & Regulations

Winter Storage/Reserve Site (DUE by Sept.15th of current year)	\$ 300.00 per year*
Winter Storage/Reserve Site (AFTER Sept.15th of current year)	\$ 400.00 per year*

Monthly Rate:	Full Service	\$1,450.00 per month*
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Weekly Rate:	Full Service	\$410.00 per week*
	Power & Water	\$360.00 per week*
	No Services	\$310.00 per week*

Daily Rates:	Full Service	\$ 62.00 per day*
	Power & Water	\$ 57.00 per day*
	No Services	\$ 47.00 per day*

Tenting Rates:		\$35.00 per day *
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***5% GST is extra**

Site Rental is based on 2 adults and 2 Dependent Children
Extra Person(s) \$5.00 per person \ per night

<u>Boat Storage:</u>	Winter	\$100.00*
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Seasonal Sites Additional charges:

Extra Fridge:	\$15.00 per month*
Extra Freezer:	\$15.00 per month*

Gate Key Cards:

Gate Key Card Replacement:	\$50.00 each
Gate Key Card Deposit on Site Rentals (Non-Seasonal)	\$50.00 (Refundable on Exit)

145

Alberta Beach

RFD - Request for Decision

DATE: October 20, 2026

TO: Alberta Beach Council

FROM: CAO Kathy Skwarchuk

TOPIC: Access & Parking Lease Agreement

PROPOSAL/ACTION:

Request to Council for consideration of renewal on the Access & Parking Lease on a Portion of Lot 5, Block 5, Plan 3321BQ.

BACKGROUND:

As part of the Development Permit Approval for the restaurant and motel on Lot 6, Block 5, Plan 3321BQ, the Developer was required to provide access and parking which was completed through agreement with Alberta Beach. The tenant pays an annual fee for the agreement in the amount of \$2,400.00. The current agreement expires on November 1, 2026.

ENCLOSURES:

Current Lease Agreement

RECOMMENDED ACTION:

Request Council make a motion that the Access & Parking Lease Agreement on a Portion of Lot 5, Block 5, Plan 3321BQ be renewed for a further 5 year term.

aboffice@albertabeach.com

From: Mark Pappin
Sent: Wednesday, October 7, 2026 1:05 PM
To: Alberta Beach Village Office
Subject: Re: Access & Parking Lease Agreement

Yes I would like to renew the lease please send me a invoice thanks

Mark Pappin

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient's and may contain confidential or proprietary information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, immediately contact the sender by reply e-mail and destroy all copies of the original message.

On Wed, Oct 7, 2026, 11:19 a.m. <aboffice@albertabeach.com> wrote:

Good morning, Mark,

Please be advised that the Lease for the above is coming up for renewal on November 1, 2026. I would like to have Council approve the lease at their next Council Meeting. I have attached a copy of the expiring lease for your reference. If there are any changes you would like to request to Council, please let me know.

Thank you,

Kathy Skwarchuk,

CAO

Alberta Beach

Box 278

Alberta Beach, AB

T0E 0A0

Phone: 780-924-3181

Fax: 780-924-3313

LEASE

THIS AGREEMENT made this 24th day of September, 2021.

BETWEEN:

ALBERTA BEACH
a municipal corporation incorporated
under the laws of the Province of Alberta,
(hereinafter referred to as "the Municipality"),

OF THE FIRST PART,

- and -

PAPPIN HOLDINGS LTD.

OF THE SECOND PART.

WHEREAS the Municipality is the owner of lands situated in Alberta Beach, in the Province of Alberta, more particularly described as:

A PORTION OF LOT 5, BLOCK 5, PLAN 3321BQ FURTHER DESCRIBED AS AN AREA OF LAND ADJOINING THE EASTERN BOUNDARY APPROXIMATELY TEN POINT NINETY SEVEN (10.97) METRES BY FORTY SIX POINT SEVENTY THREE (46.73) METRES IN LENGTH (AS SHOWN ON SCHEDULE "A") EXCEPTING THEREOUT ALL MINES AND MINERALS
(hereinafter referred to as "the said Lands")

AND WHEREAS the Municipality is desirous of leasing the said Lands to the Tenants pursuant to the provisions of The Municipal Government Act.

AND WHEREAS the Tenants are desirous of leasing the said Lands from the Municipality for the term, and at the rental and subject to the terms, covenants, and conditions and agreements herein contained and as prescribed by The Municipal Government Act.

AND WHEREAS the Tenants are desirous of leasing the said Lands from the Municipality for the purpose of providing access and parking to the motel located on Lot 6, Block 5, Plan 3321BQ.

NOW THEREFORE in consideration of the covenants herein contained, the parties hereto agree as follows:

1. Inconsideration of the rents, terms, conditions and agreements hereinafter reserved and contained on the part of the Tenants to be paid, observed and performed, the Municipality hereby leases to the Tenants the said Lands for the term of Five (5) years from the 1st day of November, 2021 until the 1st day of November 2026, with the right of the Tenants to renew the said term as hereinafter provided.

2. The Tenants shall pay unto the Municipality the sum of two thousand four hundred (\$2,400.00) dollars annually as rent for each and every year that this Lease remains in effect. The rent shall be payable on the date of the execution of this Lease and on the anniversary on the execution of this Lease.
3. The Tenants shall indemnify the Municipality against all liability, claims, damages or expenses due to or arising out of any act or neglect by the Tenants or their servants, employees, agents, invitees, or licensees on or about the said Lands or due to or arising out of any breach by the Tenants of any provision on this Lease, including liability for injury or damage to the persons or property of the Tenants' servants, employees, agents, invitees or licensees.
4. The Tenants covenant that they will not assign, sublet or part with possession of the said Lands without first having obtained in writing the consent thereto of the Municipality.
5. The Tenants shall at all time keep the said Lands in such condition as to comply with all Federal, Provincial and Municipal laws and regulations.
6. The Tenants covenant not to suffer any waste or injury to the said Lands and not to use or occupy the said Lands or any part thereof or permit them to be used or occupied for any unlawful purpose.
7. The Municipality covenants that the Tenants, upon paying the rent and observing and performing the covenants of this Lease, may quietly hold and enjoy the said Lands and all rights granted to the Tenants in this Lease during the term of this Lease.
8. The failure of the Municipality to insist upon strict performance of any of the covenants and provisos hereof shall not be deemed a waiver of any right or remedy that the Municipality may have in respect to any subsequent breach or default in any of such agreements, terms, covenants and conditions.
9. The Municipality covenants and agrees with the Tenants that if the Tenants perform all and every of the covenants, provisos and agreements herein contained the Municipality may, at the expiration of the said five (5) year term, grant to the Tenants a renewed lease of the said Lands for a further period of five year term.
10. The Tenants covenant and agree that they will not erect any building, structure, or improvement whatsoever that is, in the opinion of the Municipality, a permanent improvement with the exception of a fence.
11. The Tenants covenant and agree that they will erect and maintain a chain link fence, black in colour and six (6) feet in height along the western boundary of the said leased lands.
12. The Tenants covenant and agree that they will gravel and maintain the access and parking on the said leased lands.
13. In the event that during the term of this Lease the said Lands cease to be used by the Tenants as herein provided, or the Tenants cease to be owners of the adjoining lands described as Lot 6, Block 5, Plan 3321BQ, then the Municipality shall be entitled to terminate this Lease upon thirty (30) days notice in writing to the Tenants.

14. The Parties shall be entitled to terminate this Lease at any time during the term hereof upon the provision of ninety (90) days notice in writing.

15. Whenever under the provisions of this Agreement any notices, demands or requests are required to be given by either party to the other, such notice, demand or request may be given by delivery by hand to, or by registered mail, the respective addresses of the parties being:

MUNICIPALITY: ALBERTA BEACH
BOX 278
ALBERTA BEACH, AB
T0E 0A0
PHONE: 780-924-3181 FAX: 780-924-3313 EMAIL: aboffice@albertabeach.com

TENANTS: PAPPIN HOLDINGS LTD.
805, 8315 – 105 STREET
EDMONTON, AB
T6E 4H4
PHONE:

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

16. Subject to the terms hereof this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

17. The Tenants covenant and agree that should this lease become null and void the Tenants understand the requirement to provide legal and physical access to and parking on the adjoining lands described as Lot 6, Block 5, Plan 3321BQ.

18. The Tenants covenant and agree that this lease agreement will be a registered on title of the adjoining lands described as Lot 6, Block 5, Plan 3321BQ.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed as of the day and year first above written.

MUNICIPALITY:

ALBERTA BEACH


MAYOR, JIM BENEDICT

September 24 / 21
DATE


C.A.O., KATHY SKWARCHUK

September 24 / 21
DATE

TENANTS:

SIGNED, SEALED AND DELIVERED
in the presence of:


WITNESS

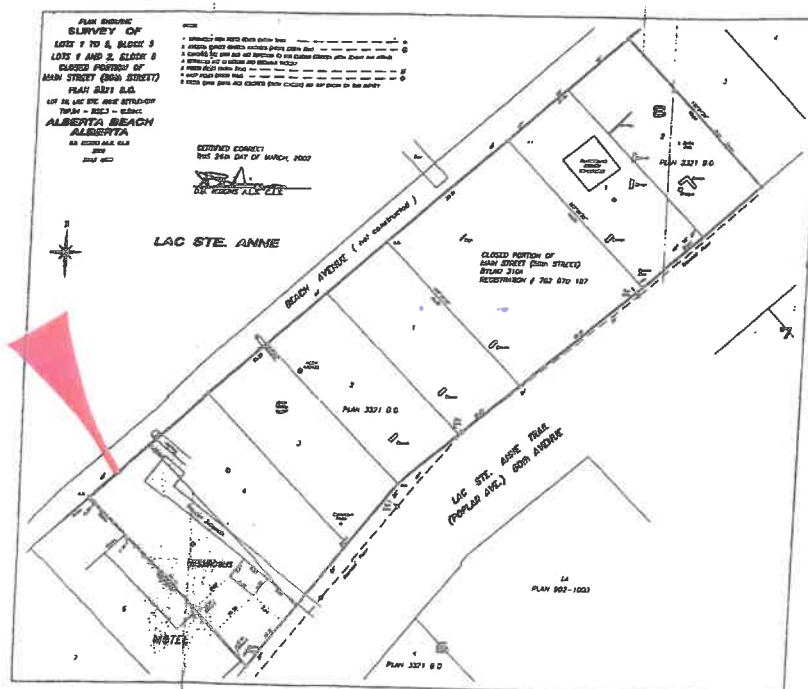
Sept. 29- 2021.
DATE


PAPPIN HOLDINGS LTD.

Sept 29 / 2021
DATE

**LEASE
PORTION OF LOT 5, BLOCK 5, PLAN 3321BQ**

SCHEDULE "A"



152