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 OCTOBER 20, 2026 AT 7:00 P.M.

PRESENT:

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

ABSENT:

Councillor .....Daryl Weber
Councillor .....DecolynneJo Burns (on approved Leave of Absence)

CALL TO ORDER:
Mayor Muir called the meeting to order at 7:15 P.M.

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

AGENDA ADDITIONS:
14.g Janice Christiansen – Director of Emergency Management Resignation
17.d Closed Meeting Session – Council Social Media Complaint

ADOPTION OF AGENDA:
MOTION #176-26
MOVED BY Deputy Mayor Durocher that the agenda be adopted as amended.

CARRIED UNANIMOUSLY

ADOPTION OF PREVIOUS MINUTES:

REGULAR COUNCIL MEETING OF SEPTEMBER 15, 2026:
MOTION #177-26
MOVED BY Mayor Muir that the minutes of the Regular Council meeting held on September 15, 2026 be adopted as presented.

CARRIED UNANIMOUSLY

MUNICIPAL PLANNING COMMISSION MEETING OF OCTOBER 6, 2026:
MOTION #178-26
MOVED BY Deputy Mayor Durocher that the minutes of the Municipal Planning Commission meeting held on October 6, 2026 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS: None.

PUBLIC HEARINGS: None

MUNICIPAL PLANNING COMMISSION MEETING: None.

OLD BUSINESS & CAO REPORT ACTION LIST:

WILD WATER COMMISSION – PHASE 5(A) CAPITAL COSTS AND PAYMENT OPTIONS:
MOTION #179-26
MOVED BY Mayor Muir that the WILD Water Commission be advised that Alberta Beach will debenture their portion of the capital costs for the WILD Water Commission Phase 5(A).

CARRIED UNANIMOUSLY

WILD WATER COMMISSION – DRAFT 2027 BUDGET MEMBER ENGAGEMENT:
MOTION #180-26
MOVED BY Mayor Muir that Council accepts the WILD Water Commission draft 2027 Budget for information.

CARRIED UNANIMOUSLY

ADDITIONAL PROFESSIONAL DEVELOPMENT FEES:
MOTION #181-26
MOVED BY Mayor Muir that Council approves that Deputy Mayor Durocher be approved to attend an additional on-line EOEP Course this fall.

CARRIED UNANIMOUSLY

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 OCTOBER 20, 2026 AT 7:00 P.M.

ACCEPTANCE OF CAO REPORT ACTION LIST:
MOTION #182-26
MOVED BY Deputy Mayor Durocher that the CAO Report Action List be accepted for information.
CARRIED UNANIMOUSLY

FINANCIAL REPORTS:

ACCEPTANCE OF FINANCIAL REPORT OF SEPTEMBER 30, 2026:
MOTION #183-26
MOVED BY Deputy Mayor Durocher that the Financial Report of September 30, 2026 be accepted for information.

CARRIED UNANIMOUSLY

ACCEPTANCE OF CAMPGROUND FINANCIAL REPORT OF OCTOBER 2, 2026:
MOTION #184-26
MOVED BY Councillor Elwood that the Campground Financial Report of October 2, 2026 be accepted for information.

CARRIED UNANIMOUSLY

BYLAWS & POLICIES: None.

COUNCIL, COMMITTEES & STAFF REPORTS:

DEPUTY MAYOR DUROCHER:
Councillor Durocher reviewed and submitted reports on the following meetings:
Lake Isle & Lac Ste. Anne Stewardship Society meeting held on September 29, 2026.
Joint Trivillage Municipalities meeting held on October 5, 2026.
Beachwave Park Stakeholders Committee meeting held on October 7, 2026.
Alberta Beach Heritage Village & Museum Newsletter of October 2026.

COUNCILLOR ELWOOD:
Councillor Elwood reviewed and submitted reports on the following meetings:
Meeting with ADM of Transportation held on September 24, 2026.
Meeting with Minister Williams, Alberta Municipal Affairs held on September 24, 2026.
SVREMP Regional Functional Exercise held on October 1, 2026.
Yellowhead Regional Library Board Trustee meeting held on October 5, 2026.
Alberta Beach Campground Advisory Committee meeting held on October 5, 2026.
Joint Trivillage Municipalities meeting held on October 5, 2026.
Meeting with WILD Water Commission CAO held on October 6, 2026.
Alberta Beach Library Board meeting held on October 19, 2026.
SVREMP AGM held on October 20, 2026.

MAYOR MUIR:
Councillor Muir reviewed and submitted reports on the following meetings:
Alberta Beach Ag Society Agliplex Operations Committee meeting held on September 16, 2026.
Joint Trivillage Municipalities meeting held on October 5, 2026.
Beachwave Park Stakeholders meeting held on October 7, 2026.
FCSS Trivillage Committee meeting held on October 14, 2026.

DEVELOPMENT PERMIT REPORT:
Administration submitted a report for information on the 2026 Development Permits issued to date.

JANICE CHRISTIANSEN, DIRECTOR OF EMERGENCY MANAGEMENT (DEM):
DEM Janice Christiansen was unable to attend the meeting, however she submitted the minutes of the SVREMP Advisory Committee annual meeting held October 19, 2026 and the proposed 2027 Budget.

SVREMP PROPOSED 2027 BUDGET:
MOTION #185-26
MOVED BY Councillor Elwood that Council accept the SVREMP proposed 2027 Budget as presented.
CARRIED UNANIMOUSLY

ACCEPTANCE OF COUNCIL, COMMITTEE AND STAFF REPORTS:
MOTION #186-26
MOVED BY Mayor Muir that the Council, committee and staff reports be accepted for information.
CARRIED UNANIMOUSLY

CORRESPONDENCE – INFORMATION ITEMS:

ALBERTA MUNICIPAL AFFAIRS – 2027 FIRE SERVICES TRAINING PROGRAM GRANT:
Correspondence was received from Alberta Municipal Affairs regarding the 2027 Fire Services Training Program grant, the application deadline is November 2, 2026.

ALBERTA MUNICIPALITIES – TECHNICAL WEBINAR ON POLICE FUNDING MODEL:
Correspondence was received from Alberta Municipalities regarding a Technical Webinar on the Police Funding Model (PFM) being held on October 28, 2026.

ALBERTA MUNICIPALITIES – UPDATE ON RCMP COLLECTIVE BARGAINING:
Correspondence was received from Alberta Municipalities to provide an update on the RCMP collective bargaining process.

ALBERTA MUNICIPALITIES – VILLAGES WEST UPDATE:
A Villages West update regarding funding, public safety & municipal advocacy was received from Alberta Municipalities.

ATCO ENERGY SYSTEMS – EMERA, ATCO & CANADIAN UTILITIES MERGER:
Correspondence was received from ATCO Energy Systems to announce a merger between Emera, ATCO & Canadian Utilities.

FIRE RESCUE INTERNATIONAL – ICS 200 COURSE:
Correspondence was received from Fire Rescue International regarding an ICS 200 course being held on November 3-4, 2026.

SUMMER VILLAGE OF SUNSET POINT – ACP GRANT APPLICATION - REGIONAL INFRASTRUCTURE & ASSET MANAGEMENT:
Correspondence was received from the Summer Village of Sunset Point advising on their Council approval to support the Summer Village of Val Quentin's (managing partner) submission of a 2026/27 ACP grant application for support of the Regional Infrastructure & Asset Management Master plan project.

SUMMER VILLAGE OF SUNSET POINT – JOINT ICF:
Correspondence was received from the Summer Village of Sunset Point to advise their Council does not support a joint ICF.

YELLOWHEAD REGIONAL LIBRARY – YRL BOARD OF TRUSTEES OVERSIGHT, APPOINTMENTS & MEETINGS:
The Yellowhead Regional Library forwarded the YRL Board of Trustees Oversight, appointments and meeting information.

YELLOWHEAD REGIONAL LIBRARY – YRL LETTER TO MEMBERS, & 2027 DRAFT BUDGET:
The Yellowhead Regional Library forwarded a letter from the YRL Chair, the YRL Draft 2027 Budget, the 2027 Budget Overview and Projections for 2028-2031.

ACCEPTANCE OF CORRESPONDENCE INFORMATION ITEMS:
MOTION #187-26
MOVED BY Deputy Mayor Durocher that the correspondence information items be accepted for information.

CARRIED UNANIMOUSLY

CORRESPONDENCE – ACTION ITEMS:

ALBERTA MUNICIPALITIES – NATURAL GAS AGGREGATION:
MOTION #188-26
MOVED BY Councillor Elwood that Council approves to participate in the Alberta Municipalities Natural Gas Aggregation RFP and further approves the proposed volumes as presented.

CARRIED UNANIMOUSLY

ALBERTA MUNICIPALITIES – 2026 NATURAL GAS AGGREGATION PROCUREMENT PROGRAM – CONTRACT FOR REVIEW:
MOTION #189-26
MOVED BY Councillor Elwood that Council approves to sign the Alberta Municipalities 2026 Natural Gas Aggregation Agreement and Retail Service Agreement.

CARRIED UNANIMOUSLY

ALBERTA MUNICIPALITIES – 2027 GROUP ACCIDENT RENEWAL:
MOTION #190-26
MOVED BY Mayor Muir that the Alberta Municipalities 2027 Group Accident Insurance renewal be approved and further that the Council coverage be renewed under Plan C and 24 hour coverage.

CARRIED UNANIMOUSLY

ALBERTA TREASURY & FINANCE – ESTIMATED BORROWING REQUIREMENTS:
MOTION #191-26
MOVED BY Mayor Muir that the Alberta Treasury & Finance estimated borrowing requirements be filed as nil as no borrowing is anticipated.

CARRIED UNANIMOUSLY

HEARTLAND TRAINING & SUPPORT HUB – SAFETY SMARTS:
MOTION #192-26
MOVED BY Deputy Mayor Durocher that the request from Heartland Training & Support Hub for support in their Safety Smarts Program for 2026/2027 be approved for $500.00.

CARRIED UNANIMOUSLY

SUMMER VILLAGE OF VAL QUENTIN - 2026/27 ACP GRANT APPLICATION – REGIONAL INFRASTRUCTURE & ASSET MANAGEMENT:
MOTION #193-26
MOVED BY Deputy Mayor Durocher that Alberta Beach approves to participate in a 2026/27 Alberta Community Partnership grant application to complete a Regional Infrastructure Asset Management Plan Project and further supports the Summer Village of Val Quentin as the managing partner for the grant application and further approves that the required 10% municipal funding in the amount of $16,666.00 be equally cost-shared.

CARRIED UNANIMOUSLY

JANICE CHRISTIANSEN – DIRECTOR OF EMERGENCY MANAGEMENT RESIGNATION:
MOTION #194-26
MOVED BY Mayor Muir that the letter from Janice Christiansen to advise Council on her resignation from the position of Director of Emergency Management effective December 31, 2026 be accepted and further that administration post an advertisement for the position.

CARRIED UNANIMOUSLY

NEW BUSINESS:

CHRISTMAS LIGHT UP CONTEST:
MOTION #195-26
MOVED BY Mayor Muir that Alberta Beach sponsor a Christmas Light Up contest and that the prizes be as follows: $300.00 for first place; $200.00 for second place and $100.00 for third place and that the judging take place on December 19, 2026 by Councillor Weber and two members of the public.

CARRIED UNANIMOUSLY

GRASMERE SCHOOL CHRISTMAS DONATION:
MOTION #196-26
MOVED BY Councillor Elwood that Alberta Beach make a Christmas donation to Grasmere School in the amount of $600.00 to be used towards the students for a Christmas Lunch as well to supply candy canes and Christmas oranges for each student.

CARRIED UNANIMOUSLY

CHRISTMAS OFFICE HOURS:
MOTION #197-26
MOVED BY Mayor Muir that the village office be closed for Christmas on December 24th, 2026 and re-open on January 4th, 2027.

CARRIED UNANIMOUSLY

COUNCIL & STAFF CHRISTMAS LUNCH:
MOTION #198-26
MOVED BY Deputy Mayor Durocher that Council approves the purchase of $100.00 gift cards for Council and staff in lieu of a Council & staff Christmas lunch.

CARRIED UNANIMOUSLY

ALBERTA BEACH LIONS CLUB – CHRISTMAS HAMPERS:
MOTION #199-26
MOVED BY Mayor Muir that Council approves a $1,000.00 donation to the Alberta Beach Lion's Club Christmas Hampers.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION – CAMPGROUND PROPOSED 2027 SCHEDULE OF FEES:
MOTION #200-26
MOVED BY Councillor Elwood that Council approves the Campground Proposed 2027 Schedule of Fees as presented.

CARRIED UNANIMOUSLY

ACCESS & PARKING LEASE AGREEMENT – PORTION OF LOT 5, BLOCK 5, PLAN 3321BQ:
MOTION #201-26
MOVED BY Mayor Muir that the Access & Parking Lease Agreement on a Portion of Lot 5, Block 5, Plan 3321BQ with Pappin Holdings Ltd. be renewed for a further 5 year term to October 31, 2031.

CARRIED UNANIMOUSLY

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QUESTION PERIOD:
A brief discussion was held on the following topics: follow-up on the 46 Street drainage from the last meeting; expected correspondence response times; process to have minutes amended; recording of meetings; the Gunn Lakeview Recovery Centre; and the Council Organizational meeting.

CONFIDENTIAL – CLOSED MEETING SESSION:

MOTION TO MOVE TO CLOSED MEETING:
MOTION #202-26
MOVED BY Mayor Muir that as per Section 197(2) of the MGA and Division 2, Section 19, 25, 29, and 32 of the Access to Information Act the meeting be closed to the public at 8:38 p.m. to discuss agenda item 17.a Campground Manager Contract, 17.b Campground Cabin, 17.c Tax Forfeiture Properties and 17.d Council Social Media Complaint.

CARRIED UNANIMOUSLY

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

The CAO & Assistant CAO left the meeting at 9:20 p.m.
The CAO & Assistant CAO returned to the meeting at 9:30 p.m.

MOTION TO RE-OPEN MEETING TO THE PUBLIC:
MOTION #203-26
MOVED BY Deputy Mayor Durocher that Council move to come out of closed meeting at 9:31 P.M.

CARRIED UNANIMOUSLY

CAMPGROUND MANAGER CONTRACT:
MOTION #204-26
MOVED BY Deputy Mayor Durocher that Council approves a two year extension on the Campground Manager Contract with Kevin Hutton and Joyce Nouta for 2027 and 2028 seasons.

CARRIED UNANIMOUSLY

CAMPGROUND CABIN:
MOTION #205-26
MOVED BY Mayor Muir that the campground cabin monthly lease be increased $50.00 annually over the next four years effective January 1, 2027.

CARRIED UNANIMOUSLY

COUNCIL SOCIAL MEDIA COMPLAINT:
MOTION #206-26
MOVED BY Mayor Muir that Council direct the CAO to provide a written response to the complainant advising that the matter is not within Council's authority for disciplinary action, as the municipality's Code of Conduct Bylaw was repealed pursuant to provincial legislative changes under Bill 50, and that the development of Alberta's Councillor Accountability Framework by Municipal Affairs under Bill 28 is not expected to be completed until 2027 and the CAO will forward Council's response to the complainant.

CARRIED UNANIMOUSLY

ADJOURNMENT:
The meeting adjourned at 9:46 P.M.

Mayor – Kelly Muir

C.A.O. – Kathy Skwarchuk