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Sent: April 17, 2025 4:42 PM
To: Angela Duncan
Subject: ABmunis' Analysis of Bill 50, Municipal Affairs Statements Amendment Act, 2025
Attachments: ABmunis Analysis of Bill 50 - MA Statutes Amendment Act, 2025 (20250417).pdf

Dear Mayors, Councillors, and CAOs:

ABmunis has been actively engaging with Municipal Affairs on the policy matters contained within Bill 50, the [Municipal Affairs Statutes Amendment Act, 2025](#), which was released on April 8, 2025. This includes direct and ongoing engagement with the Minister, executive officials, restating ABmunis policy positions, and encouraging the Ministry to lift its public engagement to explain and solicit feedback on any substantive policy changes.

Since its release, we validated our policy work through engagement with our Municipal Governance Committee, targeted members, CAOs, and various municipal administrative associations so that our Board could be fully informed on the issues within Bill 50. We provide the **attached analysis** to help inform your conversations with government representatives and your local media and residents. Our analysis report also highlights issues where questions still need answered to understand the full impact on municipalities.

Our report highlights that we support some of the changes proposed by Bill 50, but in many ways, it falls short of what ABmunis had recommended to Municipal Affairs. We are also concerned that many of the proposed changes:

- are items that municipalities, nor ABmunis, were not consulted on,
- further erode the autonomy of municipal governments, and
- implement sweeping changes to all municipalities in reaction to concerning activities in just a few communities while other solutions are available.

As such, we will continue to actively convey our collective concerns and request amendments to Municipal Affairs in accordance with the analysis enclosed. We continue to welcome your feedback.

Register for our webinar

A reminder to register for our upcoming webinar where we will present our analysis on Bill 50 and seek your input. If you aren't available then, we will share a recording afterwards.

- Date: Thursday, April 24, 2025
- Time: 12:00 – 1:00 p.m.
- Link: [Register now!](#)

If you have questions or recommendations, please speak with your [ABmunis board representative](#) or email our Policy and Advocacy team at advocacy@abmunis.ca. In the meantime, we will continue to converse with Municipal Affairs staff and the Minister's office to seek clarity and express our concerns.

Thank you,

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Preliminary Analysis of Bill 50: Municipal Affairs Statutes Amendment Act, 2025



 **Alberta
Municipalities**
Strength
In Members

April 17, 2025

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Background

On April 8, 2025, the Government of Alberta released Bill 50: the [Municipal Affairs Statutes Amendment Act, 2025](#), which proposes amendments to the *Local Authorities Election Act* (LAEA), *Municipal Government Act* (MGA), the *New Home Buyer Protection Act* (NHBPA) and the *Safety Codes Act*.

Prior Consultation

Some of the proposed legislative changes are informed based on the province's consultation of municipalities in spring 2024 on how to improve the current rules for intermunicipal collaboration frameworks (ICFs). That consultation involved written submissions and in-person and virtual sessions with municipal administrators. Alberta Municipalities (ABmunis) provided input based on our [Recommendations on the Future of Intermunicipal Collaboration](#), which we had released in August 2023.

In December 2024 and early 2025, ABmunis and RMA were engaged by Municipal Affairs to explore opportunities to overcome implementation challenges with the government's planned changes with ICFs. The Government of Alberta also had a working group which reviewed aspects of the *New Home Buyer Protection Act*, which ABmunis participated in.

ABmunis' Perspective

We appreciate that Municipal Affairs engaged municipalities in 2024 to inform changes to ICFs and that Municipal Affairs proactively engaged ABmunis and the Rural Municipalities of Alberta in late 2024 on the government's vision for ICF rules so that implementation challenges could be addressed before the legislation was drafted.

ABmunis is supportive of some of the proposed changes in Bill 50, but it also falls short in many ways from what ABmunis had recommended to the province such as:

- Stormwater is excluded from the proposed list of mandatory services in ICF agreements.
- Libraries appear to be excluded from cost-sharing through an ICF.
- Non-mandatory services that benefit all residents of a region will be excluded from the arbitration of an ICF.
- Council code of conduct bylaws will be repealed instead of ABmunis recommendation that the province create an independent integrity commissioner to investigate code of conduct complaints and recommend sanctions when justified.

ABmunis also notes that we were **not consulted** on many aspects of Bill 50 including:

- The elimination of council code of conduct bylaws.
- Specific changes designed to alter the arbitration of ICFs.
- Requirement for the CAO to report when a municipality exercises natural person powers.
- A simple majority to appoint or revoke a CAO's appointment.
- Timelines for the CAO to share information with all of council.
- All proposed changes to the *Local Authorities Election Act*.

Next Steps and Change Management

ABmunis is raising our questions and concerns with Municipal Affairs so they are fully informed about what these proposed changes would mean for municipalities. If passed, Bill 50 will require significant work by ABmunis, the Rural Municipalities of Alberta, the Government of Alberta and municipalities including:

- Further engagement will be needed to inform the development of new regulations on provincial standards for meeting procedures and treatment of capital costs for new facilities.
- Updates will be required to the existing ICF Workbook to support municipalities.
- Tools need to be developed to support municipalities with cost calculation models and data collection.
- The inclusion of data to drive ICF decisions and the varying sophistication of municipal asset inventories will require a greater focus on asset management for municipalities.

Changes to the Municipal Government Act

The proposed changes to the *Municipal Government Act* will come into force upon Royal Assent.

Intermunicipal Collaboration Frameworks (ICFs)

Proposed Change		ABmunis analysis
Definition of ICF Costs Add a definition of “costs for intermunicipal services” meaning “operating, capital, and other non-operating costs required to deliver the services.” (section 708.29(0.1)(a))	Support ABmunis is supportive of this addition to the MGA to bring clarity for municipalities and that it includes capital costs, which has been a source of disagreement for some municipalities.	
List of Mandatory Services for ICFs Add provision that all ICFs must address the following services: <ul style="list-style-type: none">• Transportation• Water and wastewater• Solid waste• Emergency services• Recreation (section 708.29(1.1))	Support in principle In August 2023, ABmunis published our Recommendations on the Future of Intermunicipal Collaboration where we called for the MGA to include a clear list of services that are mandatory for each ICF. Bill 50 follows ABmunis' recommendations of the mandatory services except that stormwater is excluded. This is disappointing as there is a clear case to include stormwater as a mandatory service and when its not applicable to a community, the ICF can just acknowledge this. Municipalities can still include stormwater in an ICF if all parties agree but ABmunis will advocate for the inclusion of stormwater in any amendments made to Bill 50. Section 708.27 confirms that ICFs are about stewarding scarce resources to efficiently and fairly serve all residents that benefit from a local service no matter which boundary they live within. While some services such as cemeteries, school sites, and social services are not included on the mandatory list, councils that act in good faith will understand that these services benefit residents of both municipalities and can still include them in an ICF.	
Option for Non-Mandatory Services If all municipalities party to an ICF agree, then additional (non-mandatory) services may be included in an ICF, except for third-party services. (section 708.29(1.2))	Support and Oppose ABmunis supports that municipalities will have the option to include other services in an ICF as this aligns with our recommendations to enable broader collaboration between municipalities. We oppose the proposed rule that third-party services may not be included in an ICF. Fortunately, Bill 50 adds a definition of “third-party services” to the MGA as outlined below so that municipalities will have more clarity. Unfortunately, the definition of a third-party service appears to target libraries as a service that may not be included in an ICF. Under natural person powers, municipalities can still agree to cost-share a third-party service, but it would be outside the legislative parameters that apply to ICFs.	

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Proposed Change	ABmunis analysis
<p>Third-Party Services Add a definition of “third party services” meaning a service provided by:</p> <ul style="list-style-type: none"> (i) a corporation independent from the municipalities to whom the services are provided, and (ii) the only services provider authorized under an enactment to provide the services it provides in or to the municipalities that are parties to a framework. <p>(section 708.29(0.1)(b))</p>	<p>Concerns, but further details required</p> <p>The proposed definition appears to be targeted at libraries because library boards are often the “only service provider authorized under an enactment” to provide library services. This is concerning because it goes against ABmunis 2023 resolution that libraries should be within scope of ICFs.</p> <p>In Woodlands (County) v Whitecourt (Town), 2024 ABKB 388, the Court of King’s Bench ruled that operational library costs should not be included in their ICF, but it found that capital and maintenance costs of the building that is borne by the municipality should be considered as part of the ICF process. The Court made a similar ruling that operational costs under a Municipal Police Service Agreement or Provincial Police Service Agreement should not be included in ICFs but that capital costs borne by municipalities related to building detachments should be included. It is unclear how such costs would be treated under the proposed definition of “third-party services”.</p> <p>Despite third-party services being excluded from ICFs, ABmunis is supportive that Bill 50 adds a definition of a third-party service to offer clarity to municipalities. At minimum, the definition clarifies that municipalities can include third-party services in an ICF when the third-party corporation is not the only service provider authorized under an enactment. This suggests that ICFs could be used to help fund third-party organizations to operate a cemetery, a recreation service, or other local service.</p> <p>Outstanding Questions</p> <ol style="list-style-type: none"> Does the proposed definition prevent municipalities from including capital costs in ICFs for facilities that are used for third-party services? Does the proposed definition prevent ICF cost-sharing of other types of services that benefit the region when delivered by a separate corporation under an enactment (e.g. seniors housing)?
<p>Capital Costs for a New Facility Capital costs for a new facility can only be included in an ICF if all municipalities have participated in the design and decision to construct the facility. This requires a prior agreement detailing the nature of participation by each municipality. (section 708.29(1.7))</p> <p>This provision only applies to ICFs entered into after Bill 50 comes into force.</p>	<p>Member feedback required</p> <p>Infrastructure and capital costs are an essential pre-requisite for providing services and we support that the MGA will clarify that ICFs include capital costs. It is reasonable to expect that municipalities should discuss and agree about the vision for a new facility and each municipality’s cost-sharing portion prior to construction proceeding. This proposed requirement will encourage municipalities to come to the table to share their respective visions and have frank conversations about the needs of all residents from the region.</p> <p>Differing Visions for Capital Needs This proposed change doesn’t overcome the potential scenario where two or more councils have different visions about what facilities are needed for the region or different expectations about what financial contribution should be made by each municipality. If the municipalities cannot come to an agreement and a municipality opts to proceed with construction, it could opt to charge different user</p>

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Proposed Change	ABmunis analysis
	<p>fees depending on where a user lives as long as this practice isn't restricted under their ICF. We acknowledge that this option is much more challenging to implement and may limit access to those that would benefit from the service. As user fees rarely offset new facilities, it is more likely that facilities that do not have the support of all councils will not be constructed, to the detriment of the broader region.</p> <p>Control Over Design ABmunis also foresees potential conflicts where one municipality has a small minority stake in the costs of a new capital project but expects equal control over the design of the facility. ABmunis had recommended that if one municipality is only responsible for a small percentage of the project costs, the MGA could prescribe a threshold for when a municipality does not have design authority but maintains the right to be consulted.</p> <p>Definition of a New Facility Bill 50 does not include a definition of what qualifies as a "new facility", which may be a source of confusion, but the Minister will gain authority to make regulations related to the treatment of capital costs under ICFs which could bring further clarity for municipalities.</p> <p>Outstanding Questions</p> <ol style="list-style-type: none"> 1. If municipalities cannot reach agreement on the capital costs for a new facility that is a mandatory service, do the legislative requirements for arbitration apply or can one municipality decline to cost-share a new facility without an independent review? 2. Will the planned regulations provide guidance, such as thresholds, on what level of control a municipality has over the design phase when they have a small minority interest in the cost of the capital build?
<p>Regulations Related to Capital Costs Adds a provision that the Minister may make regulations relating to the treatment of capital costs in ICFs. (section 708.29(1.91))</p>	<p>Support in principle We expect that municipalities may need further guidance on the treatment of capital costs in ICFs so it is positive that the Minister will have the ability to create regulations as needed.</p>
<p>Cost Calculation Model Municipalities may establish a cost calculation model within their ICF. (section 708.29(1.4))</p>	<p>Support ABmunis is supportive of this enabling feature for transparency purposes. ABmunis has advocated for the development of potential models and tools to support municipalities with determining a fair cost-sharing model.</p>
<p>Sharing of Data</p>	<p>Support In the spirit of collaboration, it is reasonable to expect that municipalities are transparent in sharing all information and assumptions when proposing cost sharing models. This is critical to building trust.</p>

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Proposed Change	ABmunis analysis
<p>Municipalities must disclose all information, data, or assumptions used for its proposal for cost calculation. (section 708.29(1.5))</p>	<p>That said, ABmunis understands that each municipality has different capacity and functionality in data collection and financial tracking systems and that the expectations of municipalities may differ when it comes to the quantity and/or quality of available data.</p> <p>To support effective intermunicipal collaboration, municipalities may want to consider shared systems (e.g. financial, IT, asset management) for cost efficiency and collaboration on data management for ICFs. Having apple-to-apple comparisons of data can mean the difference between getting to an agreement or stalling out. As the province is requiring more data driven decision making for ICFs, it is our hope that there will be additional support and funding for the practice of asset management made available to municipalities so they are able to collect and manage data related to their infrastructure with a standardized approach.</p>
<p>Definition of "Act in Good Faith" Add a definition of "act in good faith" as it relates to ICFs meaning to:</p> <ul style="list-style-type: none"> (a) act honestly, respectfully and reasonably, (b) communicate appropriately, (c) share necessary information, (d) meet through authorized representatives, and (e) be willing and prepared to discuss all issues and explain all rationale. <p>(section 708.33(0.1))</p>	<p>Support ABmunis supports this addition to the MGA and municipalities may find value adding these principles to any intermunicipal agreement or using it as a framework to support effective discussions.</p>
<p>Exceptions for Municipal Districts and Counties Municipal districts and counties that share a common boundary may opt out of an ICF by mutual agreement. (section 708.28(1.1))</p>	<p>Support Currently, every municipality including municipal districts must create an ICF if they share a common boundary. The proposed changes will allow municipal districts that share a boundary to opt out of an ICF if they follow these requirements:</p> <ul style="list-style-type: none"> • The municipal districts must review the existing agreements between them prior to agreeing that an ICF is not required. • Both municipalities must send the council resolution to the Minister. • Both municipalities must publish the reasons for not having an ICF on their website. • A municipal district may revoke its decision at any time and must enter into an ICF with the other municipal district within one year.

Arbitration of Intermunicipal Collaboration Frameworks

ABmunis Analysis	
Proposed Change	Opposed
<p>Services Out of Scope of Arbitration Services that are not in the mandatory list of ICF Services will not be subject to arbitration. (section 708.34 and 708.35(1))</p>	<p>ABmunis is opposed to the proposed restriction that arbitrators must limit their scope only to mandatory ICF services as there may be situations where municipalities would benefit from arbitration on other services. For example, municipalities may have historically collaborated on the provision of a service not considered mandatory and now find themselves in a dispute with regards to that service.</p> <p>For many municipalities, there will be municipal services that are not in the mandatory list but still benefit residents of two or more municipalities and therefore, those municipalities should jointly contribute funding (section 708.27(c)).</p>
	<p>Outstanding Questions</p> <ol style="list-style-type: none"> 1. ABmunis is seeking clarity from Municipal Affairs on whether municipalities will be able to go to arbitration under the MGA rules in situations when disagreement has arisen after the parties already have had an existing cost-share agreement for a non-mandatory service. For example, if a council changes its willingness to cost-share a non-mandatory service, can they ignore any previous agreement on the cost-sharing of a non-mandatory service without consequence? 2. What is the justification that arbitration under the MGA provisions will not be available to municipalities to resolve disputes on non-mandatory services that clearly benefit residents from both municipalities? 3. If the absence of legislative parameters to deal with these types of situations, should municipalities take action to have their own arbitration process outlined in their ICF for non-mandatory services?
<p>Responsibility and Timeline for an Arbitrated ICF If an arbitrator makes an award, the arbitrator must prepare the ICF within 30 days and the municipalities are bound by the award and have 60 days to adopt the ICF. (section 708.4(1))</p>	<p>Support Currently, municipalities are required to develop an ICF that is in accordance with the arbitrator's award. ABmunis supports the proposed change, which removes the burden for the municipalities to develop the ICF and instead place that responsibility on the arbitrator. This removes the potential for further disagreements between the municipalities in forming an ICF that accurately reflects the arbitrator's award.</p>
<p>Payment of the Arbitrator's Costs If a municipality fails to pay its proportion of the arbitrator's costs, the Minister may order the municipality to pay its proportion. (section 708.41(3))</p>	<p>Support This issue is currently not addressed in the MGA. ABmunis supports the proposed addition to provide the Minister with authority to force payment by a municipality, which may include suspending council's bylaw-making authority, withholding of money, or requiring other actions as defined in section 708.43.</p>

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<p>Force Compliance with an Arbitrator's Award Update section 708.43(2) to clarify that the Minister may take necessary action if a municipality does not comply with an arbitrator's award or does not adopt an ICF that reflects the arbitrator's award.</p>	<p>Support Currently, the MGA only prescribes the Minister's authority when a municipality has not complied with a framework and so municipalities whose neighbours are non-compliant must resort to applying for an order from the Court of King's Bench. The proposed change adds clarity of the Minister's power when a municipality does not comply with the decision of an arbitrator. We are supportive of the change as it aligns with ABmunis recommendations to Municipal Affairs.</p>
<p>Limitations of an Arbitrator An arbitrator may not make an award that:</p> <ul style="list-style-type: none"> negates a matter that the municipalities have agreed to, unless that matter is beyond the municipalities' jurisdiction. (section 708.36(7)(d.1)) addresses a matter not previously discussed by the municipalities. (section 708.36(7)(d.2)) 	<p>Further review required ABmunis is supportive that arbitrators will not be able to undo a matter that has already been agreed to by the municipalities. This will provide comfort to municipalities of what is in scope when going into arbitration.</p> <p>ABmunis understands the intent of preventing an arbitrator from addressing a matter not previously discussed by the municipalities as it will encourage municipalities to take the time to work out all issues before going to arbitration. However, ABmunis is concerned about how this provision could be weaponized during an arbitration. Whether a matter was previously discussed before arbitration is highly subjective. There is no guidance on what level of discussion is required on a matter prior to arbitration and there is a risk of information loss leading up to arbitration due to turnover of municipal staff or council and how it could be argued that specific matters were not previously discussed between the current representatives of the municipality.</p>

Councillor Code of Conduct and Council Meeting Procedures

Proposed Change

Elimination of Code of Conduct Bylaws and Resolutions Related to Behaviours

Any municipal bylaw or portion of a bylaw or previous resolution that provides for a code of conduct or addresses the behaviour or conduct of a councillor(s) or members of council committees who are not elected officials are repealed. (section 145(10))

ABmunis Analysis

Concerned and further details are required

ABmunis did not advocate for the elimination of code of conduct bylaws. We recognize there have been challenges with the implementation of codes, but in most cases, municipalities have used them appropriately. Both ABmunis and RMA had advocated for enhancements to the codes and that municipalities be supported by an independent integrity commissioner to investigate code of conduct complaints, which would prevent weaponization and support procedural fairness.

The removal of codes of conduct for councils undercuts the autonomy of municipal governments to manage internal challenges with damaging behaviour by elected officials. ABmunis is concerned about the transition period after the repeal of codes of conduct bylaws where municipalities will have no mechanism to encourage accountability of council members in their behaviour towards other members of council, municipal staff, or the public, particularly outside of council meetings.

We understand the province is committing to replacing code of conduct bylaws with a provincial standard for council meeting procedures and the possible creation of a municipal ethics commissioner. However, we foresee a few challenges:

- Experience has shown that when a councillor is unruly towards staff or other council members, it often takes place outside of council meetings, which we understand won't be captured by a new provincial standard for council meeting procedures.
- The timeline for creation of a municipal ethics commissioner could be several years away, and in the meantime, councils will have no mechanism to hold councillors or unelected committee members accountable for damaging behaviour.

The Minister of Municipal Affairs stated during his April 16, 2025, town hall that the government wants to repeal codes of conduct now because all court cases related to codes are now resolved and if a new case were to come before the courts it would prevent the province from proceeding to make changes or engaging on potential changes. The Minister stated that he is committed to creating the municipal ethics commissioner as soon as possible.

Unelected Members of Council Committees

Council committees often rely on the participation of residents who volunteer to be appointed to committees and local boards. Municipalities often have respectful workplace policies that apply to these council committees to support the safety of municipal staff and all committee members. The proposed amendment appears to force the repeal of these types of policies when they apply to members of council or unelected members of a board or committee that are established by council. ABmunis is concerned that councils will not have a tool to deal with unruly behaviour by unelected committee members as per the proposed amendment.

Proposed Change	ABmunis Analysis
	<p>Outstanding Questions</p> <ol style="list-style-type: none"> 1. How does the province plan to support municipalities during this transition if there is serious misconduct by a councillor or an unelected member of a council committee? 2. Despite the proposed addition of section 145(9) that prevents a council from making a bylaw or resolution that addresses the behaviour of a councillor, is there an opportunity to remove council from the decision process and allow the municipality to hire an independent investigator? <p>Overall, we are hearing from ABmunis members that there could be a wide range of unintended consequences with the full repeal of bylaws related to codes of conduct and any prior resolutions that relate to the behaviour or conduct of individuals.</p> <p>As part of our Fostering a Culture of Respect initiative, ABmunis intends to create new tools to support councils to build constructive relationships and proactively address issues before it turns into a larger problem.</p>
<p>Termination of Current Complaints or Sanctions Any existing complaint or imposed sanctions related to a code of conduct bylaw are terminated.</p>	<p>Further details are required Although code of conduct bylaws are proposed to be repealed, this does not mean that current complaints that are under investigation do not have merit or that sanctions that were properly imposed by councils for past transgressions be universally set aside. This may create an environment where a councillor who was previously sanctioned believes that there was no harm in their past behaviour and may feel comfortable repeating it.</p> <p>Councils should be able to document damaging behaviours by council to ensure the safety of both elected officials and municipal staff.</p>
<p>Behaviour of Councillors or Committee Members A council may not make a bylaw or a resolution that addresses the behaviour of a councillor(s) or members of council committees. (section 145(9))</p>	<p>Further details are required By removing the process in which councils are able to deal with inappropriate behaviours made by council members, and enforceable sanctions, there will be a lack of accountability both inside and outside of council chambers. ABmunis recognizes that there are concerns with how sanctions have been used, but taking away the option for municipalities to use codes of conduct is an affront to municipal autonomy and removes any mechanism for council to handle complex, repetitive, and damaging behaviours and leaves room for additional conflict and strain on municipal staff.</p> <p>Municipal Affairs has alluded to the fact that Alberta's occupational health and safety (OHS) legislation will be able to deal with instances of harassment, however there are currently gaps in this legislation which do not allow for councillors to be covered under the legislation as they are not employees of the municipality. ABmunis had recommended that code of conduct provisions be amended to specifically address OHS violations but now that is no longer possible with the</p>

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Proposed Change	ABmunis Analysis
	<p>elimination of codes of conduct. In recent months, ABmunis has raised concerns with the gaps in OHS legislation regarding councillor actions but the province has not yet taken action to address these gaps.</p> <p>Protection of the Well-Being of CAOs and Municipal Staff As an employer, the municipality has a duty under occupational health and safety legislation to protect the physical and mental well-being of all employees including the CAO. If a councillor harasses an employee, ABmunis is concerned that the municipality will not have any tools at its disposal.</p> <p>ABmunis is committed to developing a toolkit for councils to self-assess their conduct and performance. As well, ABmunis will be hosting training for mayors and councillors to develop skills related to how to run meetings and developing leadership skills. We hope to collaborate with Municipal Affairs and other stakeholders as appropriate.</p>
<p>Meeting Standards Add provisions for the Minister to set standard meeting procedures for council meetings and council committee meetings. (section 145)</p>	<p>Further details are required Councils will still have the ability to have a procedural bylaw so long as the provisions in the procedural bylaw do not conflict with the standard meeting procedures that are set out by the Minister. Our understanding is that Municipal Affairs plans to engage municipalities on the creation of the meeting standards this spring. It is not clear when the meeting standards will be ready but once the Minister has made a Ministerial Order on this matter, municipalities will have six months to update their bylaws to align with the meeting procedures. (section 145(11))</p> <p>A Ministerial Order on meeting procedures related to section 145 will not apply to a board.</p>

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Creation of a Municipal Ethics Commissioner

While not addressed in Bill 50, the Minister of Municipal Affairs has indicated that the ministry will engage municipalities in 2025 on the potential creation of a municipal ethics commissioner. Both ABmunis and RMA have long-called for the province to create an independent office to advise and investigate council code of conduct complaints including a [resolution passed by ABmunis members in 2024](#).

Depending on the scope of authority that the municipal ethics commissioner has, this may meet the expectations of municipalities. However, initial statements by the Minister of Municipal Affairs at his April 16, 2025, town hall suggest the province's initial vision for a municipal ethics commissioner may not include authority over activities that take place outside of council chambers. This would be highly concerning based on past experiences where councillors have bullied or inappropriately directed municipal staff or displayed unruly behaviour towards other members of council outside of council meetings resulting in an unsafe environment for staff and council members.

ABmunis understands that the creation of a municipal ethics commissioner will require new legislation in 2026, meaning the ethics commissioner may not be in operation for at least a year. This is problematic unless the province is willing to delay the removal of codes of conduct until the officer of the ethics commissioner is operational.

Municipalities may also reserve concerns about how the municipal ethics commissioner will be funded, particularly if municipalities are required to cost-share the expense.

At this time, ABmunis is supportive of the overall intent to have a municipal ethics commissioner, but more details are needed and ABmunis looks forward to being engaged on how the commissioner's office is structured.

Accountability of the Chief Administrative Officer (CAO)

ABmunis Analysis	
Proposed Change	Support
Number of CAOs A municipality may only appoint one CAO. (section 205(2))	Currently, councils may appoint one or more persons to carry out the duties of the CAO. ABmunis supports the proposed change of only one appointed CAO for setting clear parameters for the relationship between council and administration through one appointed administrator.
Appointment of a CAO Council decisions to appoint, suspend, or revoke the appointment of a CAO must be by simple majority of the whole council. (section 206(1))	Member Input Required The proposed amendments suggest that some municipalities may have a bylaw that sets a different requirement for what is considered a majority vote for a decision regarding the appointment or termination of a CAO. The proposed amendments will force the repeal of related provisions in a municipal bylaw and set the standard requirement at a simple majority of the whole council. Section 1(1)(cc) defines that "whole council" means all of the councillors that comprise the council, regardless of whether they are present at the meeting when the vote takes place.

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Proposed Change	ABmunis Analysis
<p>Use of Natural Person Powers Add provision that when the municipality exercises its natural person powers, the CAO must notify council in writing within 72 hours. (section 208(3))</p>	<p>Opposed Per section 6 of the MGA, municipal governments have the rights, powers, and privileges of a natural person and can exercise powers that are not explicitly set out in legislation. These powers address daily operational matters such as:</p> <ul style="list-style-type: none"> entering contracts, using a credit card, acquiring property, hiring, disciplining, or terminating staff, legal matters, and the general exercising of management rights like any other employer. <p>Adding a provision which requires every use of natural person powers to be reported to council will add a significant burden to municipal administrations. This provision also blurs the lines of council's role as a governing body versus administration's role in the management of operations. ABmunis and many municipalities have raised this concern with Municipal Affairs, and they are exploring a possible amendment to narrow the scope of circumstances when this requirement would apply.</p>
<p>Duty to Provide Information to a Councillor Add provision that a CAO will be responsible for providing information as soon as practicable when requested by a councillor (when the request is specific to the operation or administration of the municipality). (section 208.1(1))</p>	<p>Support in principle Section 153(d) states that councillors have the duty "to obtain information about the operation or administration of the municipality from the chief administrative officer or a person designated by the chief administrative officer" but there is no current provision that indicates when the CAO must provide the information to the councillor. The proposed addition of section 208.1(1) will make it clear that the CAO must respond "as soon as is practicable." This still enables the CAO to have sufficient time to research the issue without unreasonable time parameters, but it is possible that the interpretation of what is considered "practicable" may result in potential conflicts between the CAO and councillors.</p> <p>Onerous Requests for Information Some municipalities have experienced challenges when an individual councillor feels entitled to continually request information based on personal interests to the point that it ties up significant time and costs for staff to research and respond to each request. Some municipalities have addressed this by implementing procedures so that an individual councillor does not have the authority to consume municipal resources for items that are outside of the authority prescribed by council.</p> <p>Outstanding Question 1. Does the combination of section 153(d) and proposed section 208.1(1) create a potential environment where a councillor could be a strain on the municipality's administrative resources through frequent and frivolous requests for information and council have no power to curtail the</p>

Preliminary Analysis of Bill 50: Municipal Affairs Status Amendment Act, 2025

Proposed Change	ABmunis Analysis
	<p>behaviour? Or do councils have the authority to pass a procedure that provides parameters for information requests by individual councillors while still remaining compliant with the MGA?</p> <p>NOTE: The proposed requirement to provide information to council within 72 hours does not apply to the original request for information. Only once the CAO has completed the original request for information, then the CAO will have 72 hours to share that same information with the rest of council.</p> <p>Support in principle</p> <p>For transparency purposes, it is reasonable for the CAO to be required to explain why specific information cannot be shared with council. We still foresee situations where there will be disagreement on when there is justification to withhold information from council for privacy or legal matters.</p>
<p>Refusal to Share Information with Council</p> <p>The CAO may decline to provide information in specific circumstances (e.g. personal information) but the CAO must provide the reason for the refusal to all councillors. (section 208.1(4))</p>	<p>Concerns</p> <p>Currently, section 153.1 states that when a CAO provides information to a councillor about the administration or operation of the municipality (section 153(d)), then the CAO must provide the information to the rest of council "as soon as is practicable". Bill 50 proposes to repeal section 153.1 and add section 208.1(3) that changes the timeframe that the CAO provide the information to council from "as soon as practicable" to "within 72 hours".</p> <p>The reality is its common for the CAO to have more regular contact with the mayor/reeve and it may be challenging for the CAO to communicate every detail that is shared with one councillor with all of council within 72 hours. Often times, the information is a low priority and there is efficiency in sharing low priority information through a briefing or CAO report in the next council agenda instead of being forced to share all details within 72 hours.</p> <p>ABmunis is also concerned that 72 hours may not be an adequate period to share information with all of council after it has been provided to one councillor. This is particularly relevant in small municipalities where the CAO works part-time and is only in the office two or three days a week. Or there are municipalities where the CAO works full-time but there are no other staff to designate this responsibility to when the CAO is ill, takes vacation, or is tied up with higher priority business.</p> <p>A timeline of 72 hours can also be problematic where information has been shared with a councillor late on a Friday, which means the CAO or designated staff would have less than one business day to provide the information to council. Some members have questioned how the proposed rule would apply when the deadline lands on a weekend or holiday and in that case, then section 22 of the <i>Interpretation Act</i> should apply to give administration until the next business day to complete the requirement, but few municipal leaders may be aware of that legislation.</p>
<p>Sharing Information with all of Council</p> <p>When the CAO, or designate, provides information about the operation or administration of the municipality to one councillor, the information must be shared with all other councillors within 72 hours. (section 208.1(3))</p>	

Proposed Change

ABmunis Analysis

Setting a 72-hour timeframe adds red tape for administration and in some cases, may be an annoyance for council members who prefer to receive information through regular agenda packages instead of ongoing emails or texts that are necessary to meet the 72-hour timeline.

Recommendation Regarding the Timeline

Each council will have a different expectation for when and how information should be shared by their CAO depending on their local environment. ABmunis recommends that the proposed addition of section 208.1(3) be amended to change the timeline from "within 72 hours" to require that municipalities pass a bylaw that prescribes the timelines in which their CAO, or designate, must share information with council after the information has been provided to a councillor under section 153(d).

The Realities of Section 208.1(3)

Regardless of the timelines that are set, the review of this section highlights the overall challenges with expecting the CAO to provide information to the rest of council based on one councillor's request for information. The provision impedes on a CAO's expertise and judgement to determine when information provided to one councillor must be shared with the remaining members of council depending on the importance and relevance of the information. It may be that a councillor is seeking information that is specific only to their ward, or the information being requested by one councillor is already known to be understood by the rest of council.

We note the general focus of giving council higher expectations to receive information about the operation or administration of the municipality may create an environment that draws council into the weeds of focusing on administration rather than on council's role in governing. This has the potential to create greater conflict between the roles of council and administration and could potentially make CAOs more vulnerable to abuse or termination.

Some members have questioned why Bill 50 doesn't define the consequences if a CAO is not compliant with the requirements for information sharing. Councils may consider addressing those concerns through their regular performance management process.

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Authority of Official Administrators

The Minister of Municipal Affairs may appoint an individual to serve as an [official administrator](#) of a municipality in extraordinary circumstances wherein the official administrator has the power to act as council. The most common situations are when:

- Members of council have been dismissed or resigned resulting in the loss of quorum of council.
- A municipality is restructuring through amalgamation or dissolution.
- An official administrator is appointed to supervise a municipality and its council where there are concerns about the governance of the municipality. In these circumstances, councils still make all decisions, and the official administrator is responsible to review.

ABmunis Analysis	
Proposed Change	Support
Notification of Meetings An Official Administrator must be notified of any council meeting and may be present for any meeting of council that is closed to the public except in cases of legal privilege. (section 575(2)(c)(i)) and 575(2)(c)(ii))	Support The proposed change is in alignment with the role of an Official Administrator to ensure they are able to perform their duties effectively with full knowledge of all decisions being made by a council that is under supervision by an Official Administrator.
Request for Information Provide authority for the Official Administrator to direct the municipality to provide a copy of any records, except records that are subject to legal privilege. (section 575(2)(c)(iii))	Support The proposed change is in alignment with the role of an Official Administrator and allows them to perform their duties effectively.
Approval An Official Administrator must sign or authorize agreements, cheques, and other negotiable instruments of the municipality in addition to the person authorizing. (section 575(2)(c)(iv))	More details required The proposed change is in alignment with the role of an Official Administrator to ensure they are able to perform their duties effectively with full knowledge and final authorization on all municipal business. ABmunis notes that the Official Administrator rarely resides in or near the municipality that it is temporarily serving so this new rule may create delays if a physical signature is required.

Defining “Public Interest” and “Policy of Government”

In Spring 2024, the Government of Alberta passed Bill 20, the *Municipal Affairs Statutes Amendment Act*, which amended the MGA to provide power to the Lieutenant Governor (via provincial Cabinet) to:

- order the CAO to conduct a vote of the electors to determine if a councillor should be removed from council. One of the possible criteria to make that order is based on the determination that a vote of the electors is in the “public interest” (section 179.1(2)).
- order a municipality to amend or repeal a bylaw if the Lieutenant Governor is in the opinion that the bylaw is contrary to a “policy of the Government” (section 603.01(e)).

Since the passing of Bill 20, ABmunis has noted the terms “public interest” and “policy of the government” need to be defined to provide clarity for the public and all stakeholders.

Proposed Change	ABmunis Analysis
Public Interest Add authority for the Lieutenant Governor in Council to make regulations that define the term “public interest”. (section 179.2)	Concerns remain ABmunis still reserves concerns with the passing of Bill 20, the <i>Municipal Affairs Statutes Amendment Act</i> , 2024, that provincial Cabinet may order the CAO to conduct a vote of the electorate to remove a councillor from office without requirement of an independent investigation into the matter so that all facts are available to residents before the recall vote. ABmunis understands that the province does not plan to create a regulation to define “public interest” in the near future. Therefore, if Cabinet orders a CAO to conduct a vote of electors on the removal of a councillor on the basis of “public interest”, it will likely raise a legal challenge until the term is defined.
Policy of the Government Add authority for the Lieutenant Governor in Council to make a regulation that defines the term “policy of the government.” (section 603.02)	Concerns remain and more details required Municipal Affairs has communicated that the Minister intends to create a regulation this year that defines “policy of the government” to mean publicly available legislative instruments such as acts, regulations, Orders in Council, and Ministerial Orders that have been formally approved by the Premier, a Minister, or Cabinet. This aligns with the recommendations made by ABmunis in 2024, but ABmunis will wait to review the actual regulation when it comes forward. ABmunis still reserves concerns with the passing of Bill 20, the <i>Municipal Affairs Statutes Amendment Act</i> , 2024, where section 603.01 was added to provide the province authority to amend or appeal or municipal bylaw. This impedes on municipal autonomy and the independent vision of council to best serve their community.

Changes to the Local Authorities Election Act

The proposed changes to the Local Authorities Election Act will come into force upon Royal Assent.

Election Voting, Recounts, and Withdrawal by Candidates

ABmunis Analysis	
Proposed Change	Support in principle but further details are required
Candidate Withdrawal A candidate may withdraw their name during the nomination period or within 24 hours after the close of nominations, regardless of whether there is a sufficient number of nominations for council. (section 32)	<p>Currently, a candidate may only withdraw their nomination after the nomination period if there is more than the required number of nominations for the particular office. ABmunis supports the proposed change recognizing that a candidate's personal circumstances or commitment may change.</p> <p>Outstanding Questions</p> <p>1. If there were sufficient nominations received on nomination day and the returning officer has closed nominations and then a candidate withdraws their nomination within the next 24 hours, what process is the returning officer to follow? Is the returning officer enabled to reopen nominations for 6-days as per section 31(1)? Is a further amendment required to clarify the process to be followed as it relates to the proposed amendment to section 32?</p>
Displaced Residents of Jasper Add provisions to allow residents of Jasper who remain temporarily displaced to vote and run in the upcoming local election, provided they intend to return to the community. (section 48.1 and 53.03)	<p>Support</p> <p>These proposed provisions are necessary to support residents of the Municipality of Jasper who are temporarily displaced from their home community due to the 2024 wildfire. The new provisions require a candidate or elector to sign a written statement that confirms they were a resident prior to July 22, 2024, and that they intend to resume residence in Jasper as soon as reasonably practicable. A person who wishes to vote in the Jasper election will need to produce a government issued ID that contains their photograph. ABmunis is reaching out to Jasper to confirm that the rules adequately meet the needs of their displaced residents.</p>
Permanent Electors Register Add and amend provisions for how a permanent elector register may be used. (section 49(7.1) and 49(8))	<p>Support</p> <p>The proposed amendments make it clear that a permanent electors register may only be used by the returning officer and only for the purposes in performing requirements under the LAEA.</p>
Voter Assistance Terminals Allow municipalities to use elector assistance terminals so voters with visual or physical impairment can mark their election ballot independently. (section 78.1 and 84.1)	<p>Support</p> <p>In 2024, the province made legislative changes to prohibit municipalities from using electronic tabulators, voting machines or similar equipment for local elections. This change clarifies that elector assistance terminals may be used as long as it creates a paper ballot which can then be counted by hand with all other ballots. Elector assistance terminals do not count ballots and must not be connected to the internet or other network.</p>

Preliminary Analysis of Bill 50: Municipal Affairs Status Amendment Act, 2025

Proposed Change	ABmunis Analysis
	<p>Municipalities who wish to offer an elector assistance terminal in the 2025 election will need to pass a bylaw by June 30, 2025.</p> <p>While ABmunis would prefer that municipalities still have the option to use electronic vote counting systems, we support this change to ensure all Albertans can participate in the local election process.</p>
Recount Process Split up the provisions of the current recount processes into separate sections. (section 98)	Support in Principle The proposed change is intended to allow different requirements and timelines to be more easily understood.
School Board Use of Electors Register Provide authority for a school board to request a permanent electors register from the relevant municipality. (section 49.1)	Support Some school boards run their own election for school trustees, so the proposed change supports those school boards to have adequate tools for managing their election.

Campaign Finances (the amendments are only applicable to Calgary and Edmonton)

ABmunis will seek clarity from Municipal Affairs to ensure that the Election Commissioner is engaged in the proposed changes as the Election Commissioner will be accountable for enforcement. The proposed changes are also being brought forward during the current election period so ABmunis will request that Municipal Affairs immediately update their information guides for candidates to reflect these changes if Bill 50 passes.

In addition to the following amendments under Bill 50, the Government of Alberta plans to amend the Local Political Parties and Slates Regulation in spring 2025. The amendments to the Local Political Parties and Slates Regulation are expected to deal with financial reporting requirements for local political parties and fines for those who exceed campaign expense limits.

Proposed Change	ABmunis Analysis
Definition of Campaign Expense Update the definition of "campaign expense" to include references to a local political party or slate. (section 147.1(1)(a))	Member feedback required The current LAEA definitions do not reference local political parties or slates. The proposed change helps ensure that funds expended or contributions received by local political parties and slates to support or oppose other local political parties or candidates are fully captured in financial disclosures.
Definition of Contribution Update the definition of "contribution" to include references to a local political party. (section 147.1(1)(c))	
Advising of Prospective Contributors	Member feedback required

Proposed Change	ABmunis Analysis
<p>Clarify that local political parties are required to advise prospective contributors of the rules relating to contributions. (section 147.13(2))</p>	<p>Currently the LAEA only requires candidates to advise prospective contributors about the rules relating to contributions to their campaign. The proposed change makes it clear that the same rule also applies to local political parties.</p>
<p>Transfers Between Local Political Parties and Candidates Add provisions for transfers between local political parties and their endorsed candidates. (section 147.25)</p>	<p>Concerns remain The proposed change enables a local political party and their endorsed candidate to transfer or accept from each other:</p> <ul style="list-style-type: none"> • Money or real property • Debt incurred during a campaign period • Goods or services
	<p>The above-mentioned transfers are not considered a contribution or campaign expense but must be recorded and must be accounted for in annual disclosure statements.</p> <p>During the April 16 town hall, the Minister of Municipal Affairs stated that this change is to create alignment with how transfers are treated under provincial and federal rules involving political parties.</p> <p>As outlined in previous communications, ABmunis remains concerned that the implementation of local political parties and the rules regarding the operation of local political parties provides a significant financial advantage to candidates who run under a political party versus independent candidates. This proposed amendment appears to further broaden that disadvantage.</p>

Changes to the New Home Buyer Protection Act

The initial legislation, passed in 2014, made home warranty coverage mandatory for new homes in Alberta. The Act applies to single-family homes, multi-family homes, duplexes, condominiums, manufactured homes and recreational properties where permits were pulled starting February 1, 2014. All new homes must have a minimum warranty coverage of one year on labour and materials, two years on delivery and distribution systems, five years for the building envelope, and ten years for major structural components. The proposed changes in Bill 50 are focused on owner-builders and would come into force on proclamation by Cabinet. Engagement is anticipated later in 2025 on builder competencies and claims dispute resolution.

Overall, ABmunis supports the proposed changes but it is not yet clear if the amendments will adequately address the challenges with new home buyer warranties so ABmunis will continue to monitor the issue.

ABmunis Analysis	
Proposed Change	ABmunis Analysis
Digital Confirmation in Place of Notarized Statutory Declarations Allows for the requirement for a statutory declaration to be replaced with a simple confirmation for owner-builders by regulation. (section 5(1))	Support in principle but further review is required Simplified digital confirmation in place of notarized statutory declarations for owner-builders will expedite approvals and construction. This change will not be implemented until the New Home Protection (General) Regulation is updated, which we expect to happen later this year.
Selling a New Home without Warranty Coverage Allows owners who have been granted an exemption to sell a home without warranty coverage provided they provide the prospective owner with a disclosure notice, in a form satisfactory to the Registrar. (section 3.01(1))	Support in principle but further review is required This will provide more flexibility to owner-builders while ensuring potential buyers are required to be made aware that the property has an exemption.
Exemptions From Warranty Coverage Due to Hardship Adds financial hardship as one of the grounds for receiving an exemption from warranty coverage. (section 3.01(2))	Support in principle but further review is required Currently, a person may be granted an exemption to obtain warranty coverage if the Registrar deems that the person would suffer undue hardship if the exemption were not granted. The proposed amendment adds financial hardship as an additional ground to qualify for an exemption. This provides greater flexibility in warranty exemptions and will ease the financial burden on owner-builders. While this is a step in the right direction, it does not solve all of the financial obstacles that owner-builders face such as high insurance costs.
Caveat Against Certificate Adds responsibility for the Registrar to register a caveat against the certificate of title to the land on which the new home is the subject of the warranty exemption. (section 3.01(4))	Support in principle but further review is required For consumer protection, the Registrar will register a caveat on a home built by an owner-builder without a warranty in place as soon as practicable. A process for discharge of the caveat is also added.

Proposed Change	ABmunis Analysis
Appeals Provides a mechanism to allow a person to appeal a Registrar decision related to definition, exemptions, and rental use designations. (section 17(1)(d))	Support This will expand the appeal process for homebuyer-related decisions through the Land and Property Rights Tribunal, ensuring homebuyers can challenge Registrar decisions related to exemptions, definitions, and rental-use designations.

Changes to the Safety Codes Act

The proposed amendments to the *Safety Codes Act* are related to the amendments to the *New Home Buyer Protection Act* and will come into force upon proclamation by Cabinet.

Proposed Change	ABmunis Analysis
Safety Codes Council Advice Establishes areas the Minister may seek advice from the council on. (section 8.01(2))	Support The section clarifies that the Minister may request advice and recommendations from the council on any matter to which this Act applies, including the building or construction of a new home, the requirements applicable to a home warranty insurance contract and the licensing requirements applicable to a residential builder.
Persons Appointed to the Safety Codes Council Adds a provision that persons appointed to the Safety Codes Council include persons who are experts in or have experience with new home warranty coverage under the <i>New Home Buyer Protection Act</i> . (section 16(4))	Support The council is currently comprised of experts in fire protection, buildings, barrier-free building design, electrical systems, elevating devices, gas systems, plumbing systems, private sewage disposal systems or pressure equipment. The type of expertise is being expanded to include additional appointees who are representatives of builders, warranty providers, insurers and specifically persons who are experts in or have experience with new home warranty coverage under the <i>New Home Buyer Protection Act</i> . Transparent criteria for appointees and ensuring a broader range of expertise is available should produce better advice to support regulatory decisions made by the Government.
Duties of the Safety Codes Council Adds a provision that requires the Council to provide advice and recommendations to the Minister regarding <i>New Home Buyer Protection Act</i> if requested. (section 18(d.01))	Support Adding this responsibility to the Safety Codes Council's mandate appears reasonable given the changes to Section 16(4) to expand the expertise of the Safety Codes Council, to include representatives with experience with new home warranty coverage under the <i>New Home Buyer Protection Act</i> .

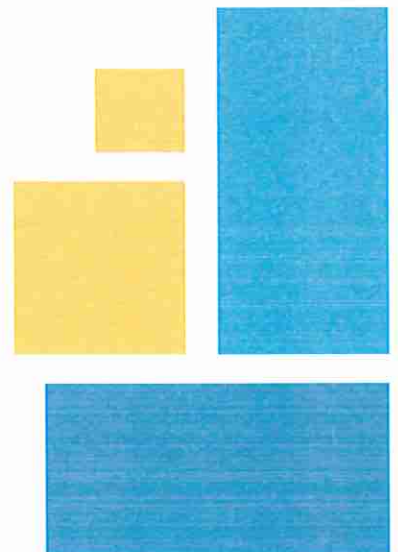


Alberta Municipalities Strength In Members

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abmunis.ca





11.5

Seniuk & Marcato*
Chartered Professional Accountants

April 23, 2025

Summer Village of South View
Box 8
Alberta Beach Alberta T0E 0A0

Re: Audit Findings

This letter has been prepared to assist you with your review of the financial statements of Summer Village of South View for the year ended December 31, 2024. We look forward to meeting with you and discussing the matters outlined below.

Audit Status

We have completed the audit of the financial statements.

Significant Matters Arising

There were no changes to the audit plan.

Other Matters

We have not identified any other significant matters that we wish to bring to your attention at this time.

Significant Difficulties Encountered

There were no significant difficulties encountered during our audit.

Accounting Policies

There were no significant changes in accounting policies.

Significant Accounting Estimates

The following significant estimate/judgment is contained in the financial statements:

Accrued liabilities.

Based on audit work performed, we are satisfied with the estimates made by management.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Uncorrected Misstatements

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. All uncorrected misstatements for the current period have been corrected with the exception of those not considered material.

Significant Deficiencies in Internal Control

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent or detect and correct misstatements in the financial statements on a timely basis, or when a control necessary to prevent or detect and correct misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control or any other control deficiencies will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies, apart from those outlined below:

Nature of Deficiency, Implications and Recommendation

- Due to the nature of the Summer Village of South View and its staffing, it is not always possible to achieve a complete segregation of duties. Under ideal conditions and where sufficient staff are available, internal control is greatly enhanced by the segregation of duties so that employees do not control funds and also record or report the receipt or disposition of these same funds. To the extent possible, the Summer Village of South View staff have achieved an adequate level of segregation given the size of the office and staff members available.

Although we do not have any specific concerns regarding internal controls, it is also necessary as an auditor to rely on the Council to take an active role in the management and control of the association through their ongoing supervision. In addition, responsibility for the accuracy and completeness of the financial statements ultimately rests with Council.

Written Representations

In a separate communication, as attached, we have requested a number of written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with standards.

Other Audit Matters of Governance Interest

We did not identify any other matters to bring to your attention at this time.

We would like to thank management and staff for the assistance they provided to us during the audit. We hope the information in this audit findings letter will be useful. We would be pleased to discuss them with you and respond to any questions you may have.

This communication is prepared solely for the information of management and Council and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

We trust you will implement our recommendations; however, should you require further clarification or information, please contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read "Laura Marcato", with a long horizontal flourish extending to the right.

Laura Marcato CPA, CA

SENIUK & MARCATO,
CHARTERED PROFESSIONAL ACCOUNTANTS

AR117946

April 28, 2025

Ms. Angela Duncan
Chief Administrative Officer
Summer Village of South View
PO Box 8
Alberta Beach AB T0E 0A0

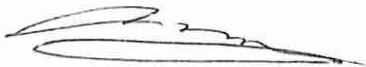
Dear Ms. Duncan:

Thank you for your email of March 27, 2025, and the accompanying action plan, in response to the 2024 Municipal Accountability Program (MAP) report for the Summer Village of South View.

I have reviewed the plan, and I am satisfied with the actions and timelines proposed. Please provide a report by March 27, 2026, which includes copies of resolutions passed, any new or updated bylaws, and any other documents which were changed. This information will be used to confirm the satisfactory completion of the legislative gaps identified in the report. Your MAP review is not concluded until this report has been received and the gaps are confirmed to have been completed satisfactorily.

To ensure the MAP continues to be effective and of value to Alberta municipalities, the ministry will request your feedback about the program soon. In the meantime, should you have any questions related to the MAP, please contact Nnamdi Njoku, Municipal Accountability Advisor, toll-free at 310-0000, then 780-422-5811 or nnamdi.njoku@gov.ab.ca.

Yours truly,



Gary Sandberg
Assistant Deputy Minister

cc: Brandy Cox, Deputy Minister, Municipal Affairs
Nnamdi Njoku, Municipal Accountability Advisor, Municipal Affairs

svsouthview@outlook.com

From: EPA Water <EPA.Water@gov.ab.ca>
Sent: April 29, 2025 10:21 AM
To: EPA Water
Cc: Kate Rich; Gary Sandberg
Subject: Water Availability Engagement - Phase 2
Attachments: Water Availability Engagement Phase 2 Letter.pdf

Sent to: all municipal CAOs contacts in the Municipal Officials Directory

I am writing to inform you that the next phase of water availability engagement launched today. It focusses on proposed changes to the *Water Act* and complementary policy to increase the availability of water licences to Alberta municipalities, businesses, agricultural producers and others, while continuing to protect the aquatic ecosystem.

Please see the attached letter with details. Also, here are the links to the news release and to the engagement website:

- News release: [Making every drop of water count | alberta.ca](#)
- Engagement site: [Water availability engagement | Alberta.ca](#)

Thank you for your feedback during the first phase to identify opportunities and barriers to enhance water availability, and we appreciate your feedback on these proposals.

Please do not hesitate to contact me or EPA Water with any questions.

Thanks.

Kate

Kathleen Rich

Assistant Deputy Minister, Water and Circular Economy Division, Alberta Environment and Protected Areas
Government of Alberta

Level 12, South Petroleum Plaza, 9915-108 Street, Edmonton, Alberta

E: kate.rich@gov.ab.ca | M: 780-203-0844

Classification: Protected A

April 29, 2025

I am writing to municipalities across Alberta regarding a second phase of engagement to enhance water availability in Alberta.

As part of the province's ongoing work to increase water availability, the government engaged Albertans in fall 2024 to early 2025 to hear ideas on how to strengthen the water management system to enhance availability for years to come. While the feedback was wide-ranging, it was clear that Alberta's water management system and the *Water Act* generally serve us well and should not be changed. However, some opportunities and barriers identified raised some limitations of the *Water Act* for supporting water availability.

Based on the feedback, the Government of Alberta is proposing changes to the *Water Act* and complementary policy to increase the availability of water licences to Alberta municipalities, businesses, agricultural producers and others, while continuing to protect the aquatic ecosystem.

The proposed changes focus on:

1. Streamlining decision making for water licensing and transfers
2. Enhancing water use information to support effective and transparent management of water by all users, including licensing and licence transfers
3. Enabling lower risk inter-basin transfers
4. Enabling the use of alternative water sources (e.g., rainwater, stormwater, wastewater)

The Government of Alberta remains committed to maintaining the following policies, approaches, and principles:

- Alberta's priority system for licenced water allocation, based on principles of first-in-time, first-in-right, will remain.
- Existing water licence allocations will not be reduced.
- The Water for Life strategy and its goals and directions remain, where water is managed for community, economic and environmental needs, including traditional use needs and environmental objectives to support ecosystem health.
- Water allocation transfers will remain enabled in basins with approved water management plans (Milk, Battle, Bow, Oldman and South Saskatchewan River basins).
- Alberta will continue to manage water on a watershed basis, where any large or higher risk inter-basin transfer would continue to require approval by special act of the legislature (except, as established in the act, during a Cabinet-declared water emergency under section 107).
- No new royalties, bulk or volumetric pricing of water will be introduced.
- No new terms and conditions will be added to existing older licences regarding requirements to support water conservation objectives (WCOs).

Details on the proposed engagement, scope and changes are the outlined in the discussion document on Enhancing Water Availability: Engagement on Proposed Amendments to the *Water Act* to Improve Availability – accessible online at alberta.ca/water-availability-engagement.

We will soon invite you/your organization to join us for an in-person information session where we will share more information about the proposed changes and give you an opportunity to provide feedback and ask questions. Sessions are planned to be in person in May in Lethbridge, Brooks, Calgary, Red Deer and Grande Prairie (locations are being confirmed as venues are secured). We will also arrange an online session. The same information will be shared across all sessions. (In addition to issuing this letter to each municipality, we are sending correspondence to organizations including Alberta Municipalities, Rural Municipalities or Alberta, Alberta Rural Municipal Administrators' Association, Local Government Administrators; Association of Alberta, Mid-sized Cities Mayors' Caucus)

In preparation for these information sessions, we encourage you to review the discussion document to prepare questions, comments and feedback.

We ask that all feedback be provided through the online survey, which will remain open until June 30, 2025.

For more specific information, please visit the online engagement page at alberta.ca/water-availability-engagement.

Sincerely,



Kate Rich
Assistant Deputy Minister

svsouthview@outlook.com

From: David.Ives@firerescueinternational.net
Sent: May 11, 2025 2:32 PM
To: cao@svnakamun.com; wendy@wildwillowenterprises.com; cao@svnakamun.com;
... svnakamun.com; aboffice@albertabeach.com;
aboffice@albertabeach.com; j...
aboffice@albertabeach.com; publicworks@albertabeach.com; cao@valquentin.ca;
... m; cao@valquentin.ca; a.christiansen@valquentin.ca;
r.montpellier@valquentin.ca; svsouthview@outlook.com;
wendy@wildwillowenterprises.com; colleen@summervillageofsouthview.com;
garth@summervillageofsouthview.com; wendy@wildwillowenterprises.com;
administration@wildwillowenterprises.com; c...
r... a; sspublicworks@wildwillowenterprises.com;
keith.pederson@svnakamun.com; marge.hanssen@svnakamun.com;
bob.charter@svnakamun.com; kellymuir@albertabeach.com;
aboffice@albertabeach.com; taraelwood@albertabeach.com;
aboffice@albertabeach.com; aboffice@albertabeach.com; k.dion@valquentin.ca;
a.christiansen@valquentin.ca; r.montpellier@valquentin.ca;
sandi@summervillageofsouthview.com; garth@summervillageofsouthview.com;
colleen@summervillageofsouthview.com; bernie@summervillageofsilversands.com;
liz@summervillageofsilversands.com; graeme@summervillageofsilversands.com;
... n

Subject: Copy of Public Release
Attachments: Fire Rescue International 2024 Stats Presentation (1).pdf

Please find a copy of our year ends statistics PPT. It is / will be uploaded on our website and Face Book.

FIRE RESCUE INTERNATIONAL

A NON PROFIT ORGANIZATION

Call Stats Presentation
January – December 31
2024



CALLS

JANUARY 1, 2024 – DECEMBER 31, 2024

227 CALLS



MEDICAL
ASSIST: 158



MOTOR VEHICLE
COLLISIONS:
14



ALARMS:
33



STRUCTURE
FIRE: 7



VEHICLE FIRE:
1



WILDLAND FIRE:
4



ELECTRICAL
HAZZARD:
4



SMOKE
INVESTIGATION:
1



HAZMAT:
3



SERVICE CALL
1



ELEVATOR
ASSIST: 1

Calls by Municipality (YTD)	#	%
Onoway	95	42%
AB - Alberta Beach	78	34%
SP-Sunset Point	11	5%
LSAC - Lac Ste. Anne County	10	5%
YS - Yellowstone	9	4%
SS - Silversands	7	3%
VQ - Val Quentin	6	3%
RH - Ross Haven	5	2%
Southview	3	1%
NP - Nakamun Park	2	1%
Other Deployments	1	1%
Castle Island	0	0%
Total	227	100%

CALLS BY MUNICIPALITY

*Numbers have been rounded to the nearest percentage

Calls by Time of Day (YTD)	#	%
Day 0800-1600	114	50%
Eve 1600-2400	70	31%
Night 2400-0800	43	19%
Total:	227	100%

CALLS BY TIME OF DAY

*It's important to have manned stations in the daytime as this not only is the time most likely for a 911 call to occur, but also the time where traditional volunteer / paid-on-the-call services suffer the lowest call-out capacity.



AVERAGE TIME OF DAY 911 CALLS OCCUR

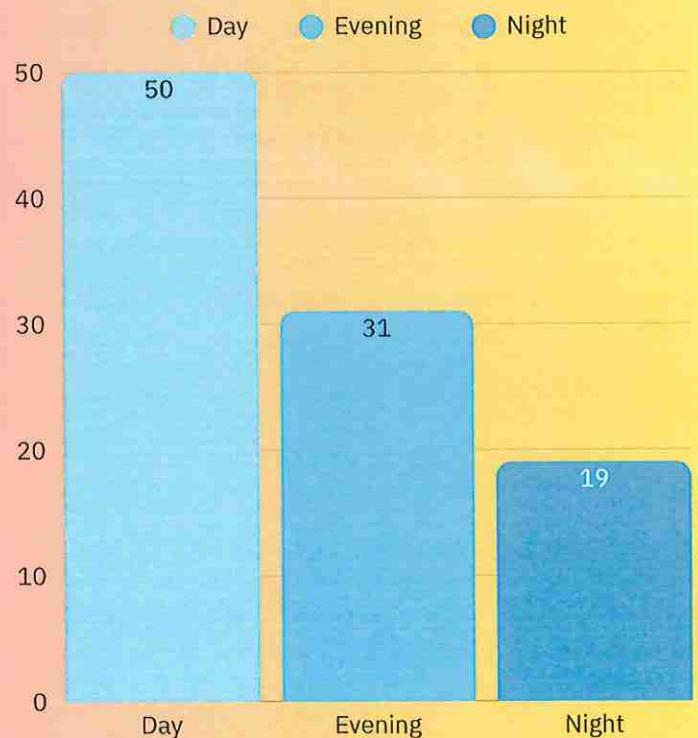
2024 Calls by Time of Day
Expressed By Percentage



Day: 0800-1600

Evening: 1600-2400

Night: 2400-0800



Calls by Type (YTD)	#	
Medical	158	70%
MVC	33	15%
Alarms	14	6%
Structure Fire	7	4%
Wildland	4	2%
Electrical Hazard	3	1%
HAZMAT	3	1%
Elevator Rescue	3	1%
Smoke Investigation	2	1%
Citizen Assist	1	0%
Vehicle Fire	1	0%
Total:	227	100%

* Percentages are rounded

CALLS BY TYPE



AVERAGE TURNOUT TIME (CHUTE)

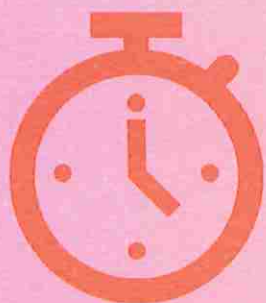
Time of dispatch to time first unit
leaves station

2 MINUTES

CHUTE TIMES FROM 2016 TO NOW



Chute times by year



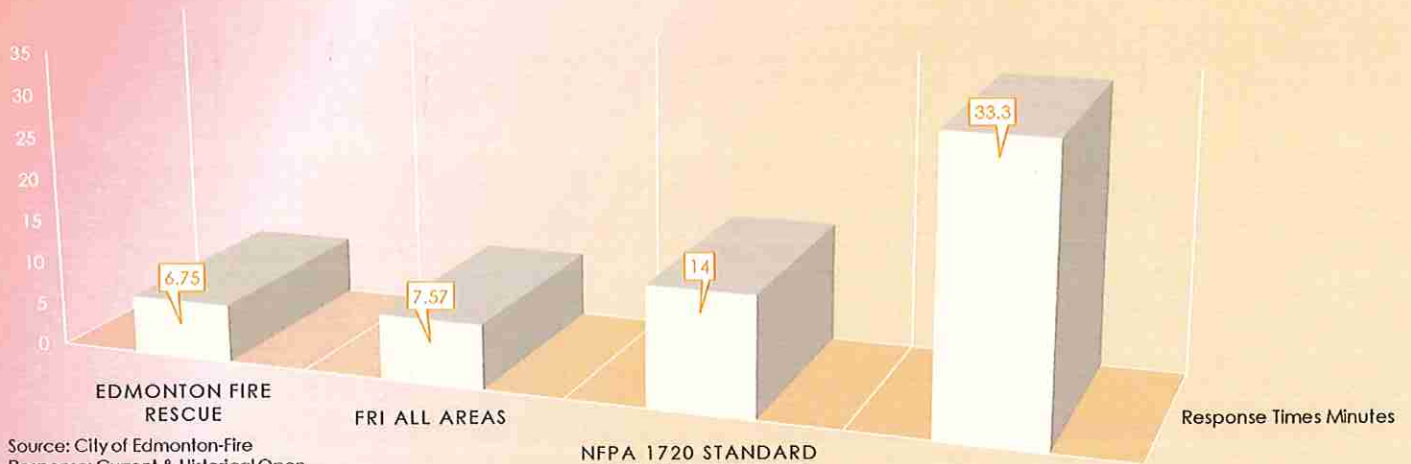
AVERAGE RESPONSE TIME

Time of dispatch to time first unit on
scene for all areas

7.57
MINUTES

2024

Response Times Minutes



Source: City of Edmonton-Fire Response: Current & Historical Open Data EFRS Incidents 2015-2025

NFPA 1720 STANDARD FOR RURAL FIRE DEPT. RESPONSE

ALBERTA HEALTH SERVICES
Source: AHS 2023/2024 Annual Report

5
AVERAGE
STRENGTH
ON SCENE

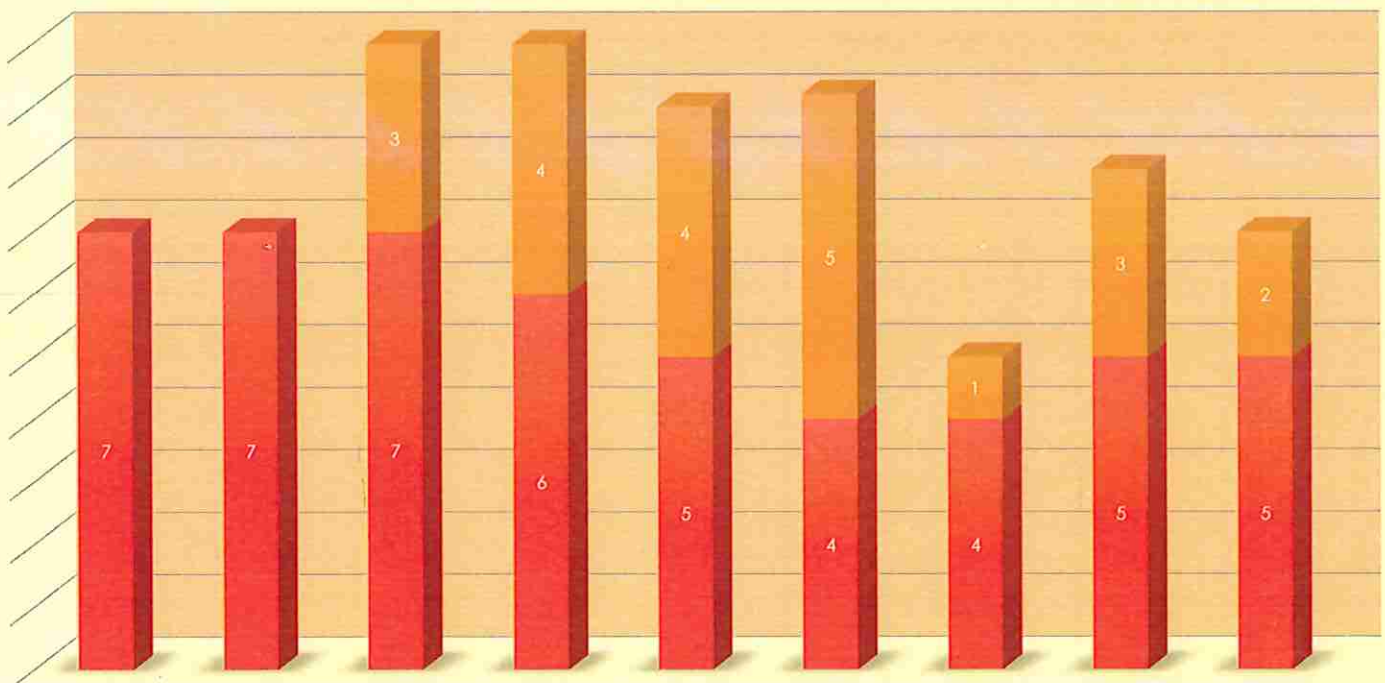




7

AVERAGE
NUMBER
OF
MEMBERS
ON CALL

STRENGTH



2016 Strength 2017 Strength 2018 Strength 2019 Strength 2020 Strength 2021 Strength 2022 Strength 2023 Strength 2024 Strength

■ On Scene Strength ■ Additional Members Not Assigned

CURRENT STRENGTH

43

6 Local Volunteer Paid On Call (POC)
Firefighters

4 Non-Local Paid On Call (POC)
Firefighters

8 Career/Leadership/Admin

15 Fulltime Firefighters

10 Auxiliary Firefighters



NOTE:

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

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

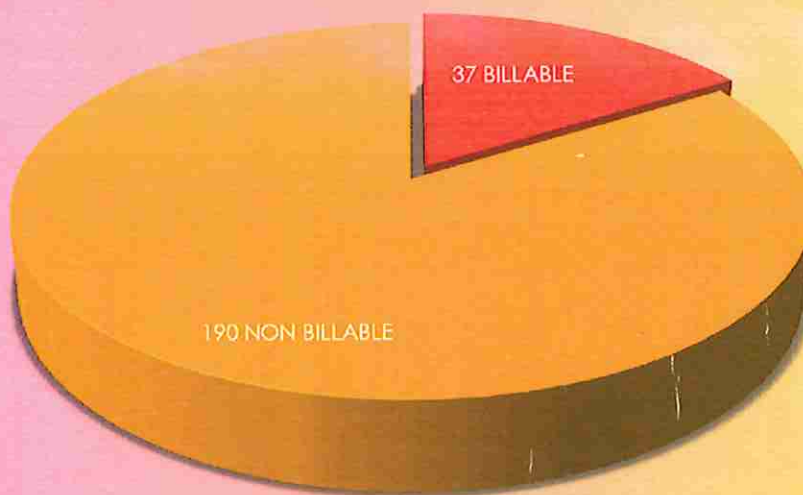


INDUSTRIAL SAFETY STANDBY MEMBERS

Long story short,

**THESE MEMBERS ARE NOT PAID
TO BE ON CALL OR TO LIVE ON
STATION**

BILLABLE VS NON-BILLABLE CALLS



■ Billable Calls ■ Non Billable Calls



CERTIFIED TRAINING

- NFPA 1001: Professional Firefighter Levels 1 & 2
- NFPA 1072 (472): Hazmat Awareness & Operations
- NFPA 1002: Driver Operator
- NFPA 1002: Pump Operator
- NFPA 1051: Wildland Firefighter
- NFPA 1021: Fire Officer Levels 1, 2, 3, & 4
- NFPA 1041: Fire Instructor Levels 1 & 2
- First Aid (Red Cross)
- EMR (Red Cross)
- Flag Person (Alberta Construction Safety Association)
- H2S Alive (Energy Safety Canada)
- ICS 100
- ICS 200
- WHMIS
- TDG
- AND MORE!



What is Enhanced Medical First Response?

Fire Rescue International
(Nonprofit Corp)



Open your Phone Camera and
Hover it Over the QR Code then
Click the Link or Refer to this Link
on the Ad

"Doing the Right Thing
Day and Night"



www.firerescueinternational.net

info@firerescueinternational.net

<https://www.firerescueinternational.net/what-is-enhanced-medical-first-response>

Stock photo only-Not a real call



UNITS

PUMP 2 SUPERIOR MUNICIPAL FIRE ENGINE FRONTLINE APPARATUS



PUMP 2

NFPA 1901 Compliant

750 Gallon Booster Tank

1250 GPM Pump

Class A+B Foam Cells

Rescue Struts

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED

Jaws Of Life

Thermal Imaging Camera
(TIC)



PUMP 3

ROSENBAUER MUNICIPAL FIRE ENGINE FRONTLINE APPARATUS



PUMP 3

NFPA 1901 Compliant

1000 Gallon Booster Tank

1250 GPM Pump

Class A+B Foam Cells

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED

Jaws Of Life

Thermal Imaging Camera
(TIC)



Pump 4



NFPA 1901 Compliant

750 Gallon Booster Tank

1250 GPM Pump

Class A+B Foam Cells

Rescue Struts

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED

Jaws Of Life

Thermal Imaging Camera
(TIC)

RAPID ATTACK F-450 CLASS 3 FIRE ENGINE FRONTLINE APPARATUS



RAPID ATTACK (RAP ATTACK)

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

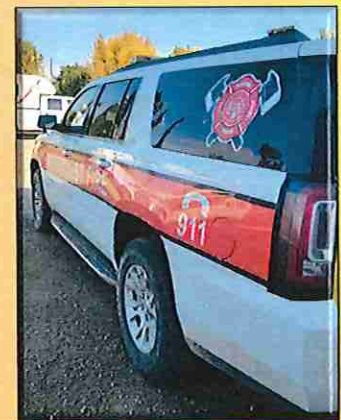


CHARLIE 1 GMC YUKON FRONTLINE LIGHT RESPONSE TRUCK



CHARLIE 1

- Traffic Control Kit
- STARS Landing Zone Kit
- Trauma Kit
- Airway Kit
- AED



CHARLIE 3 CHEVROLET SILVERADO

CHARLIE 3

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED



Charlie 4 Ford Expedition Frontline Light Response Truck

Traffic Control Kit

STARS Landing Zone Kit

Trauma Kit

Airway Kit

AED



SECOND LINE TRUCKS

Pump 1



Gator (N2)



Tender 1



FREIGHTLINER MUNICIPAL FIRE ENGINE

PUMP 1

NFPA 1901 Compliant
Annual Pump Cert

1000 Gallon Booster Tank
1050 GPM Pump
Class A Foam Cell
Class B Foam Eductor
Traffic Control Kit
STARS Landing Zone Kit
Trauma Kit
Airway Kit
AED
Jaws Of Life

TYPE 7 WILDLAND ENGINE

Gator (N2)

100 Gallon Tank
65 GPM Ranger Pump
Wildfire Kit

FORD WATER TENDER

Tender 1

2000 Gallon Booster Tank
300 GPM Pump
First Aid Kit
Traffic Cones
Kitted for Wildland/Urban
Interface Fires



SUPPORT VEHICLES & EQUIPMENT

N4, N5, N23
3 Industrial
Fire/Shower Trucks
1000 Gallon Tanks
Foam Eductor
A/B Foam
Decon Showers
First Aid Kit

N7, N17, N19, N21
4 Mobile Treatment Centres
(MTC)
Medical Treatment Room
Full Basic Life Support Trauma
Bag
Airway Bag (O2, Masks etc.)
Automated External Defibrillator
(AED)
STARS site Landing Kit
Spine Board & Stokes Basket

D1,D3,N14,N16,N17,N18
6 Air Trailers
Full Air Cascade System
Able to fill Self
Contained Breathing
Apparatus (SCBA) on
location
2 Otis Air Monitoring Systems
Stand alone system that monitors
for H2s
If system detects H2s or Low Level
Explosive Limits (LELs) the system
will alarm (air horn) flash lights
indicating what location sensor
went off



COMING SOON



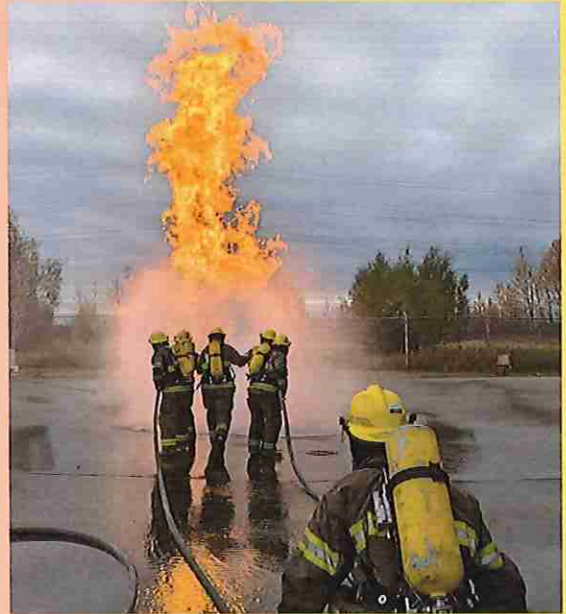
**TENDER 2: FRONT
LINE WATER TRUCK
(EXPECTED IN 2025)**

GREATEST TRIUMPH OF 2024

Fire Rescue International has signed on for another 5 years to provide Emergency 911 services to the following communities:

Alberta Beach, Val Quentin, Castle Island, Nakamun Park, Silver Sands & Southview

Thank you for your continued faith and support!



HIRING VOLUNTEER/PAID ON CALL FIREFIGHTERS!

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

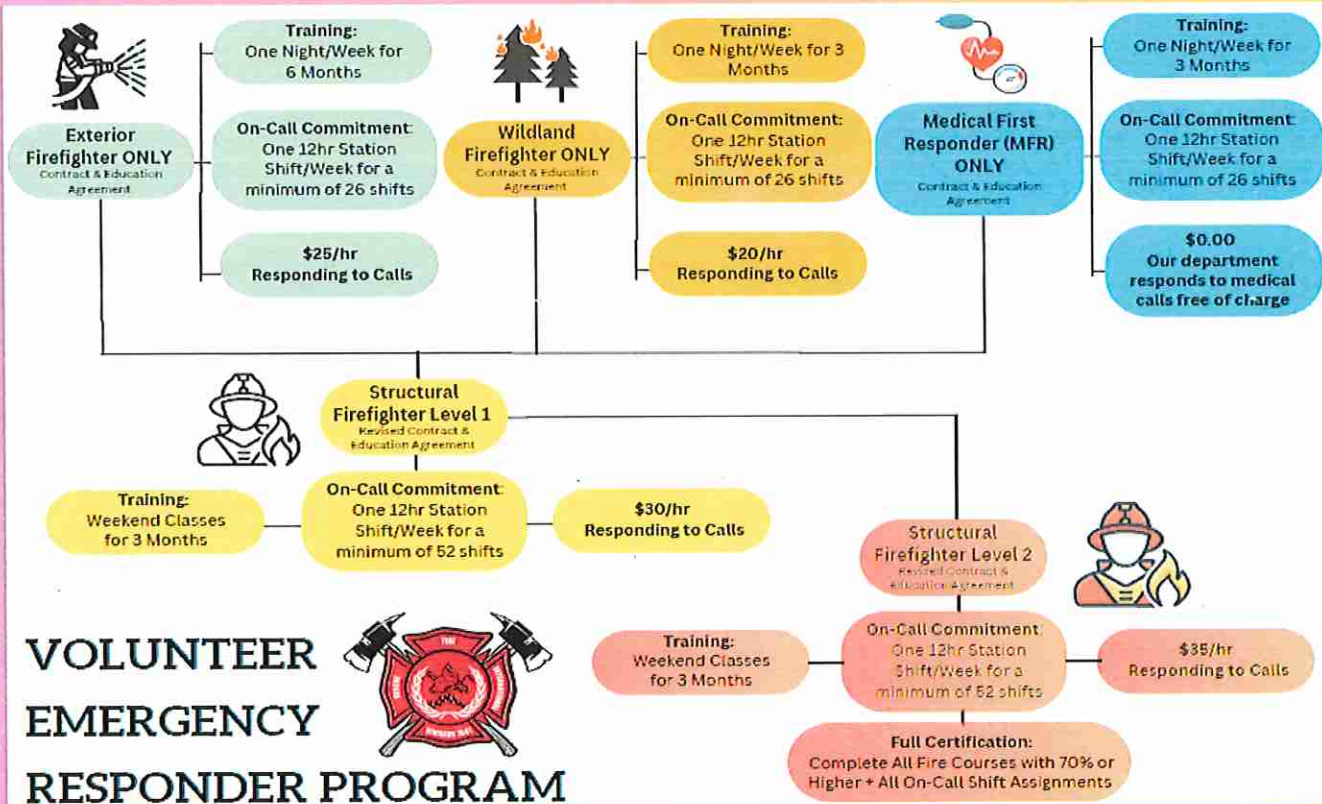
All citizens who are accepted into our fully accredited training program will be taught how to fight fires, rescue entrapped victims, and provide emergency medical care to those in need.

MAKE A DIFFERENCE IN YOUR CAREER, LIFE
AND COMMUNITY.

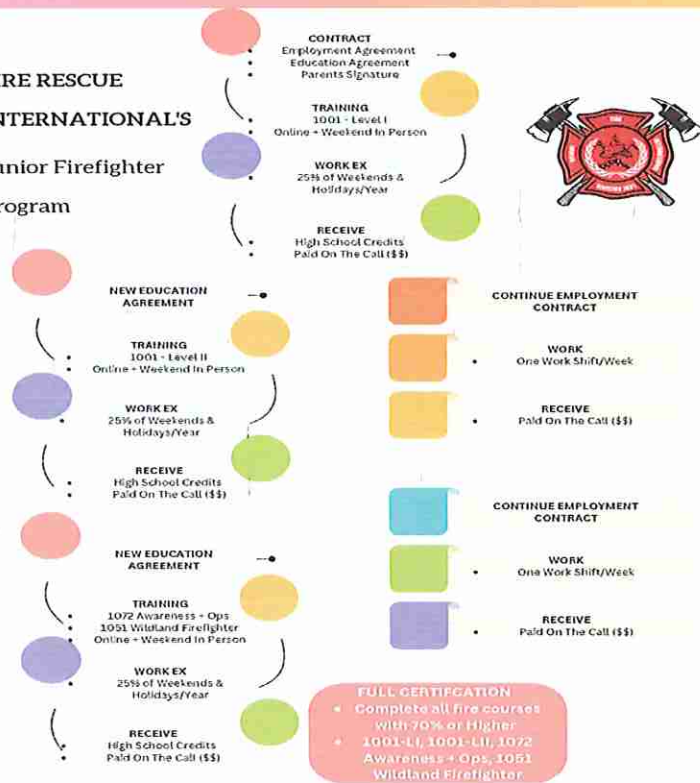
SUBMIT YOUR RESUME AND COVER LETTER
TODAY!



info@firerescueinternational.net
Or Call 780-777-4688 for more information



**FIRE RESCUE
INTERNATIONAL'S
Junior Firefighter
Program**



THANK YOU FOR YOUR SUPPORT



**Castle
Island**



FIRE RESCUE INTERNATIONAL

Non-Profit

The courage to go in, the
knowledge to get back out!

firerescueinternational.net
780-777-4688



11.8



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR118837

May 12, 2025

Her Worship Sandra (Sandi) Benford
Mayor
Summer Village of South View
PO Box 8
Alberta Beach AB T0E 0A0

Dear Mayor Benford:

I am pleased to provide correspondence for your record confirming the 2025 Local Government Fiscal Framework (LGFF) allocations for your community.

For the Summer Village of South View:

- The 2025 LGFF Capital allocation is \$69,758.
- The 2025 LGFF Operating allocation is \$11,784.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2026, your community will be eligible for \$70,032. Information on 2027 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2023/24 and 2024/25 has been confirmed and used to calculate 2027 program funding.

Information on LGFF funding for all local governments is available on the LGFF website at www.alberta.ca/LGFF.

We look forward to our continued partnership through the LGFF program to build strong and prosperous communities across our province.

Sincerely,

Ric McIver
Minister

cc: Angela Duncan, Chief Administrative Officer, Summer Village of South View

124

11.9

svsouthview@outlook.com

From: Alberta Police Funding Model Review <AlbertaPoliceFundingModelReview@mnt.ca>
Sent: May 14, 2025 2:49 PM
To: Alberta Police Funding Model Review
Subject: Your Feedback Needed: Review of Alberta Police Funding Model

Hello,

In 2020, the Government of Alberta introduced the Police Funding Model under the new Police Funding regulation to establish an equitable, transparent and sustainable model for provincial policing. At the time, the Government of Alberta committed to conducting a review of the Police Funding Model after five years. In accordance with this commitment, the Government of Alberta has engaged MNP LLP (MNP), an independent accounting and consulting firm, to conduct the Police Funding Model review. The review will include actionable recommendations for fairness, shared fiscal responsibility, and sustainability.

In the coming weeks, MNP will provide several opportunities to participate and contribute your feedback on the Policing Funding Model, including feedback on the method for allocating costs, concerns with the model, and suggested improvements or changes for the future. Your input will help develop recommendations influencing the future of the Police Funding Model.

You will be invited to provide your feedback through the Police Funding Model Review Survey and to participate in one of several virtual focus groups for additional input. All survey responses will have the option to remain anonymous.

After collecting stakeholder feedback through the survey and sessions with elected officials, administrators, and expert interviews, MNP will consolidate the findings and report back to the Government of Alberta in a 'What We Heard Report'.

To learn more about the Policing Funding Model Review please visit <https://www.alberta.ca/police-funding-model-review-engagement>.

Any additional questions can be directed to MNP at AlbertaPoliceFundingModelReview@mnt.ca.

Best regards,

Nathan Maertins, MBA, PMP
MANAGER, CONSULTING SERVICES
(He/Him)

MNP

Member of Praxity, AISBL
Global Alliance of Independent Firms

MNP. 100% made in Canada
Wherever business takes you



MNP. Un cabinet bien d'ici.
Partout où mènent les affaires.

125

[Government news](#)

May 15, 2025

Tackling impaired boating on Alberta's waterways

A new pilot program will help keep Albertans safe this summer by removing impaired boaters from lakes and rivers.

On this page:

- [Quick facts](#)
- [Related information](#)

Operating a boat while under the influence of alcohol or drugs places everyone at risk and is one of the leading factors in recreational boating deaths in Alberta. To help tackle this issue, Alberta Fish and Wildlife Enforcement Services (FWES) has launched a pilot program this summer to enhance safety on lakes and rivers by targeting potential impaired boaters in key areas.

Between May 16 and Sept. 1, fish and wildlife officers will enhance their patrols on lakes and rivers in and around Spruce Grove, Wetaskiwin, Ponoka, Camrose and Red Deer with the ability to determine the sobriety of boat operators by using Approved Screening Devices (ASDs) – commonly known as breathalyzers. If there is reasonable suspicion that the boat operator has consumed alcohol, fish and wildlife officers will administer breath tests. If the officer determines the operator is impaired, they will be arrested for further processing and could face criminal charges.

“Alberta families have a right to enjoy our beautiful summers safely. The pilot program we’ve announced today sends a clear message: impaired boating has no place on Alberta’s waterways. Full stop. Operating a boat while impaired is just as dangerous and illegal as driving a car impaired. I want to commend our fish and wildlife officers for taking concrete steps to prevent accidents and keep Albertans safe.”

Mike Ellis, Minister of Public Safety and Emergency Services

This initiative supports the ongoing work and responsibilities of FWES to promote safety on Alberta’s waterways through education and enforcement. During routine patrols where fish and wildlife officers monitor for compliance with fishing regulations, they will also check for valid boating licences and compliance with safety equipment requirements, monitor speed and wake zones, and educate Albertans on responsible boating practices.

“Fish and Wildlife Enforcement Services is committed to ensuring the safety of Albertans – both on land and on our waterways. This new pilot program provides officers with an essential tool to better detect those suspected of boating while impaired and enhances our ability to ensure a safe and enjoyable boating season for everyone.”

Rob Lamont, deputy chief, Alberta Fish and Wildlife Enforcement Services

Quick facts

- Operating a boat under the influence of alcohol and drugs is an offense punishable under the *Criminal Code* (Canada).
- In Canada, *Criminal Code* impaired operation laws are the same for operating a boat as they are for a vehicle on a highway.
 - Operators are not permitted to have a blood alcohol concentration that is equal to or exceeds 80 milligrams of alcohol in 100 millilitres of blood.
- In Alberta, the *Gaming Liquor and Cannabis Act* and regulations restrict the consumption and transportation of alcohol or cannabis in vessels.
- Penalties for operating a boat while impaired may include:
 - suspension of driver’s licence
 - fines
 - prohibition from operating a boat
 - possible prison terms
- According to the Lifesaving Society and the Drowning Research Centre Canada, 50 per cent of boating-related water fatalities in Alberta involve alcohol consumption.

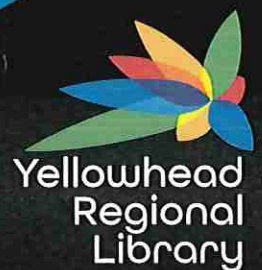
Related information

- [Speed and impaired boating](#)

W.h

Grow Gather Guide

2024 Annual
Report



Introduction

2024 was a year for Yellowhead Regional Library to **Grow, Gather** and **Guide**.

These three words form the theme of this year's annual report and reflect YRL's 2023-2025 Strategic Plan direction: **YRL is a Verb**. They capture how we support member libraries by growing resources and skills, gathering insights and collaboration, and guiding effective service and growth.

Behind the scenes, YRL staff enhanced day-to-day member library operations through advice, support, technology, and policy guidance. This helped local library staff build skills and deliver efficient, responsive service grounded in best practices and community needs.

Strategic direction from the YRL Board continued to shape our work. In 2024, the Board approved several new policies that strengthened governance and long-term sustainability. These actions reinforce our commitment to intellectual freedom, equity and access, advocating for professional and independent public library service across Alberta.

Together, these efforts reflect a deep commitment to strong public and school libraries and the communities they serve. As we look ahead, YRL remains a reliable, responsive partner, living the spirit of **Grow. Gather. Guide**. every step of the way.





Grow

In 2024, YRL supported member libraries in growing access to collections and resources and growing community impact, key priorities outlined in our 2023–2025 Strategic Plan. We invested in cataloguing improvements, delivered focused training, and supported programming that reflected local needs. These efforts helped libraries grow where it counts: in their services, staff, and relationships with the people they serve.

Growing Access to Collections and Resources

- ➔ Transitioned our larger member public libraries to OCLC WorldShare, improving cataloguing speed and helping libraries circulate timely, community-relevant materials to patrons faster.
- ➔ Established team item sorting procedures at headquarters, improving delivery times between libraries and ensuring patrons received their holds quickly.
- ➔ Introduced new cataloging standards to support the growth of Library of Things collections, allowing member libraries to expand core collections and give patrons access to more creative, non-traditional items.
- ➔ Launched two new databases, ComicsPlus and The Athletic, helping public libraries meet community demand for diverse, accessible online resources.

Growing Community Impact

- ➔ Improved the delivery of monthly usage statistics, giving public libraries clearer insights into local needs and helping them adapt services to better support their communities.
- ➔ Launched seven new kits, enabling public and school libraries to deliver creative, cost-effective programs that reflect community interests and expand access to informal learning opportunities.

Gather

In 2024, YRL focused on gathering and sharing knowledge, relationships and support, and gathering tools to stay connected, priorities that align with our 2023–2025 Strategic Plan. We responded to thousands of staff inquiries, on-boarded new managers, and shared tools, resources and ideas to help libraries solve problems, stay connected and deliver high-quality service. These efforts helped libraries gather the knowledge, connections and tools they need to collaborate, adapt and deliver consistent, high-quality services to their communities.

Gathering and Sharing Knowledge, Relationships and Support

- ✦ Shared over **190 intranet resources**, including 17 new public library documents and a new 11-page school library hub, giving staff access to up-to-date tools that support efficient, community-focused service.
- ✦ Fulfilled **23 curriculum support requests** and **37 material selection projects** for school libraries, sourcing 169 borrowed items and hundreds of new acquisitions at reduced cost.
- ✦ Strengthened our commitment to diversity, equity and inclusion by welcoming an **Indigenous Initiatives Librarian** to help build respectful relationships with First Nations in our region, including Alexis Nakota Sioux Nation and Paul First Nation.
- ✦ On-boarded **eight new managers** across five public libraries, supported by updated orientation resources to promote confident leadership transitions.

Gathering Tools to Stay Connected

- ✦ Installed **60 new wireless access points** at member public libraries, to improve service continuity, internet reliability, and patron access to online resources.
- ✦ Improved meeting and training spaces at YRL headquarters with **new, comprehensive audiovisual equipment** to support virtual board meetings, staff development and planning, making it easier for library staff and trustees to connect, learn and collaborate.



Guide

In 2024, YRL supported member libraries in guiding technology and systems improvements, and guiding library governance, both of which are core priorities in our 2023–2025 Strategic Plan. YRL also worked on internal policies and procedures to guide organizational strength and culture. Through targeted consulting, infrastructure improvements and policy development, we helped libraries operate with greater stability, transparency and strategic focus.

Guiding Technology and Systems Improvements

- ➔ Implemented a reboot-to-restore software solution to protect public access computers and user privacy.
- ➔ Introduced cybersecurity awareness training to member public libraries, allowing library staff to mitigate cyber risks and protect patron data.

Guiding Library Governance

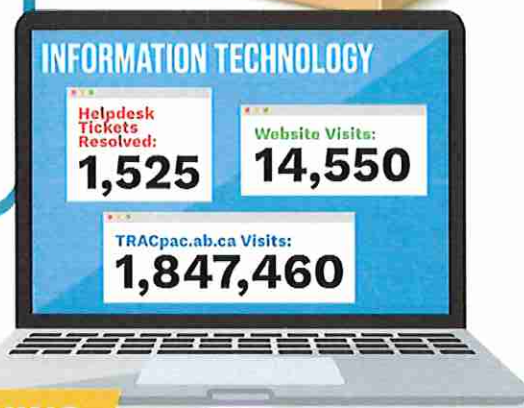
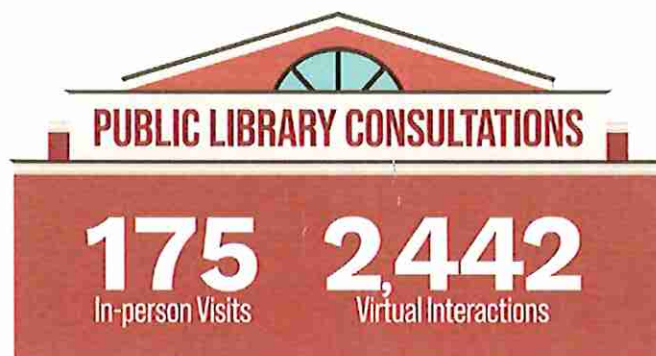
- ➔ Conducted 26 outreach visits and/or presentations to municipal councils and library boards, and school division boards to strengthen partnerships and share information on YRL services.
- ➔ Participated in and distributed the provincial 2023-24 System Salary Wages and Compensation Report to provide public libraries with accurate data for decision-making.

Guiding Organizational Strength and Culture

- ➔ Introduced new human resources policies to support our commitment to a healthy work environment, including a Disconnect from Work policy and a Reduced Scent policy.
- ➔ Introduced new policies on Information Technology, Use of Artificial Intelligence, and Video Camera Surveillance, and a new bylaw on Public Attendance and Presentation at Board Meetings to support transparency, security, and alignment with governance best practices.
- ➔ Updated the Collection Development Policy to reinforce YRL's commitment to intellectual freedom and guide collection development support that helps libraries build relevant, balanced collections that serve diverse community needs.

A Year in Review

By the Numbers



INDIGENOUS SERVICES



Program and Initiative Hours



In-library or Community Programs



Conclusion

As libraries continue to evolve, YRL remains committed to responsive, forward-thinking support that helps member libraries thrive. Grounded in our 2023–2025 Strategic Plan and guided by the belief that YRL is a Verb, we will continue to grow capacity, gather insight, and guide sustainable service. With this plan now in its final year, we've already begun shaping our next strategic direction—ensuring that our work continues to meet the needs of libraries and the communities they serve, now and into the future.

Yellowhead Regional Library

Mailing Address

Box 4270, Spruce Grove, AB T7X 3B4

Building Location

433 King Street, Spruce Grove, AB T7X 2C6

Phone

780-962-2003

Toll-free

1-877-962-2003

yrl.ab.ca

11.j

From: Tyler Gandam <president@abmunis.ca>
Sent: May 21, 2025 1:34 PM
To: Angela Duncan
Subject: Upcoming engagement on Alberta's police funding model
Attachments: Email to Mayors and CAOs re upcoming engagement on police funding model.pdf

Dear Member of Alberta Municipalities,

We recently learned that Alberta Public Safety and Emergency Services has engaged consulting firm MNP to conduct a review of the police funding model that was implemented in 2020. According to the ministry, this review will include actionable recommendations for fairness, shared fiscal responsibility, and sustainability. Engagement will take place over May and June 2025, and municipalities will have the opportunity to share feedback with MNP through a survey and virtual focus groups. I have also been advised that MNP intends to hold four town halls (in Grande Prairie, Fort McMurray, Red Deer, and Airdrie) for municipalities policed under the Provincial Police Service Agreement and one town hall for municipalities with Municipal Police Service Agreements (in either Red Deer or Airdrie). Unfortunately, I do not have any further information about dates or times at this moment.

To help members prepare, we are sharing ABmunis' key messages on this topic, which were developed in consultation with the Safe and Healthy Communities and Small Communities Committees. We have also attached a briefing that provides background information on the police funding model, as well as average policing costs and ABmunis' advocacy on this topic to date. We will share additional information about opportunities for engagement through ABmunis' newsletter, *The Weekly*. You may also wish to monitor the [provincial webpage](#) for updates or reach out to MNP directly at AlbertaPoliceFundingModelReview@mnp.ca.

In addition, I encourage you to attend our [Summer Municipal Leaders' Caucus](#) which will feature a session on Police Funding and Governance. During this session, we will seek your input on what a fair and equitable police funding model looks like and check in with you on the establishment of new, mandatory civilian governance bodies. Visit the [Events section of the ABmunis.ca](#) website for the agenda and to register.

If you have any additional questions or concerns, please feel free to contact me directly.

Sincerely,

Tyler Gandam | President

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



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

Key Messages on Municipal Policing Costs and the Police Funding Model

Municipal Role in Public Safety

- Municipalities play a crucial role in public safety as they possess local expertise, understand community needs, and are accountable to residents.
- Municipalities have an intimate understanding of their communities, including their unique needs, challenges, and demographics. This local knowledge allows them to make informed decisions about the level of policing required to maintain public safety.
- Municipalities are responsible for allocating resources across various essential services, including policing. Consulting with them allows for a holistic approach to resource allocation, ensuring that public safety needs are effectively balanced with other community priorities.

Police Funding Model (PFM)

- ABmunis appreciates the provincial government's efforts to develop a more equitable funding strategy for communities served by the RCMP, as we have been advocating for a fair approach to police funding for over a decade.
- ABmunis continues to support the "everyone should pay" concept for policing services. This means keeping the current PFM formula based on population and property assessment and continuing to invest these funds in public safety.
- We would welcome data from Public Safety and Emergency Services that provides a full accounting of how funds raised through the police funding model (PFM) were spent. This would assist us in demonstrating the value of the PFM to local rate payers.
- ABmunis also believes in "no pay without say" – as local experts, municipalities need to have oversight of local police services and the ability to set local policing priorities. We appreciate Public Safety and Emergency Services' recent efforts to strengthen civilian oversight of policing.
- ABmunis believes that creating a new, stand-alone provincial police service would be prohibitively expensive and face the same recruitment challenges as every other police service in Canada.
- We also know that the majority of municipalities and Albertans support keeping Alberta RCMP.
- However, we are deeply concerned that recent and significant increases in RCMP policing costs are being passed along to municipalities who cannot cover these increases without raising property taxes, cutting services or both.

Provincial Police Service Agreement

- The PFM was implemented in 2020-21, using cost estimates from 2019.
- Since then, the cost of the Provincial Police Service Agreement has increased by 39%, primarily due to salary increases negotiated through collective bargaining.
- Municipalities who receive policing under the PPSA cannot absorb this scale of cost increase without either raising taxes, cutting services, or both.

- ABmunis therefore requests that the provincial government provide additional assistance to municipalities that pay for policing through the PFM by:
 1. Increasing the total amount of subsidies distributed to municipalities through the PFM to offset their policing costs.
 2. Distributing fines and penalties under the *Traffic Safety Act* to municipalities receiving policing services under the Provincial Police Services Agreement at the same percentage that these municipalities pay in cost recovery.
 3. Adequately funding community infrastructure needs so that municipalities do not face competing demands for funding local infrastructure versus public safety.

Municipal Police Service Agreements

- Municipalities who contract the RCMP are already paying higher policing costs: four years ago, the collective salary increases negotiated through collective bargaining added approximately \$60 million to the total policing costs of the 47 municipalities in Alberta with Municipal Police Service Agreements.
- These costs were particularly difficult to absorb as municipalities were not at the bargaining table and did not have adequate notice of either the scale or timing of significant cost increases.
- Notably, Treasury Board Canada advised municipalities to plan for a 2.5% cost increase; however, the first collective bargaining agreement included retroactive salary increases that resulted in the salary for a First-Class Constable rising by a total of 24% over six years
- ABmunis therefore calls on the provincial government to:
 1. Enhance the total amount of assistance provided through the Policing Support Grant to better offset the rising costs of policing.
 2. Provide additional support to municipalities who are crossing the 5,000 and 15,000 population markers and therefore triggering changes to their policing arrangements and funding models.

Municipal Financial Pressures

- Rising policing costs, coupled with decreased infrastructure funding and increased provincial downloading, are placing immense strain on local budgets.
- With limited financial flexibility and no ability to run deficits, municipalities are forced to make difficult choices: cut vital services or burden residents with higher property taxes.
- The cost of providing essential services like policing continues to escalate, leaving municipalities struggling to balance budgets without sacrificing public safety.
- Provincial infrastructure funding to municipal governments has plummeted by 64% since 2011, exacerbating the financial challenges facing our communities.
- We urgently need the provincial government to step up and provide fair and sustainable funding solutions for municipalities.
- Provincial leaders must recognize the critical role municipalities play in delivering essential services and commit to providing adequate funding to address budgetary pressures and infrastructure deficits.

BRIEFING NOTE

TOPIC:

Police Funding Model (PFM) and Municipal Policing Costs

BACKGROUND:

Until 2020, under the Alberta Police Act, the Government of Alberta provided police services to municipalities with populations of 5,000 or less, as well as to all municipal districts and counties, at no direct cost to these municipalities.

In 2019, the Government of Alberta opened consultations on a police funding model.

ABmunis established a Police Act Working Group made up of municipalities of all sizes to inform our response to consultation and this group developed a written submission in partnership with the Safe and Healthy Communities and Small Communities Committees. ABmunis' written submission emphasized that any new police funding model must:

- Reflect a municipality's demand for services and ability to pay.
- Give municipalities paying for policing improved oversight of and accountability for local policing.
- Reinvest all revenue raised by a new funding model back into policing services.

In 2020 the provincial government implemented a new police funding model that applies to all municipalities that are policed by the RCMP under the Provincial Police Service Agreement (those with populations under 5,000, as well as municipal districts and counties).. Under the five-year model, municipalities paid 10% of their policing costs in Year One, 15% in Year Two, 20% in Year Three, and 30% in Years Four and Five. Each municipality's share of policing costs was calculated according to a formula that weighs equalized assessment at 50% and population at 50%, with modifiers related to shadow populations, crime severity, proximity to detachment, and existing enhanced policing positions.

As the police funding model expired on March 31, 2025, the provincial government announced earlier this year that they would temporarily freeze the amount municipalities are responsible for paying for the 2025-26 fiscal year. The provincial news release noted that "due to higher costs from recent RCMP collective agreements, the cost for policing in these smaller communities will increase to 39 per cent, with no corresponding increase in the services provided. To assist municipalities with these new costs, Alberta's government will pay the increase for one year and will begin engagement with them on their policing needs for the future."

Municipal Policing Costs

The following table shows the current arrangements for responsibility for policing costs in Alberta:

Policing Arrangement	Population	Responsibility for policing costs			
		Municipality pays:	Provincial government pays:	Federal government pays:	Eligible for Policing Support Grant?
Cities, Towns, Villages, and Summer Villages					
• Municipally-run police service	Various	100%	-	-	Yes
• Municipal agreement with RCMP	15,000+	90%	-	10%	Yes
	5,001 – 15,000	70%	-	30%	Yes
• Provincial agreement with RCMP	1 – 5,000	30% of provincial cost (21% of total cost)	70% of provincial cost (49% of total cost)	30% of total cost	No
Municipal Districts and Counties					
• Provincial agreement with RCMP	Various	30% of provincial cost (21% of total cost)	70% of provincial cost (49% of total cost)	30% of total cost	No

Municipalities with populations over 5,000 that provide their own policing, through either a municipal police service or by contracting the RCMP, are eligible for the provincial Policing Support Grant. Grant amounts are calculated based on population, but the per capita rate has not changed since 2018.

As a result, grant amounts do not cover a significant portion of policing costs:

- For example, in 2022, the City of Calgary (population of 1.4 million, municipal police service) received \$32.8 million, which represents about 6% of its \$547 million police operating budget.
- The Town of Slave Lake (population of 6,836, Municipal Police Service Agreement) received \$353,208, which is about 15% of its \$2.3 million RCMP contract.

The following table on the following page shows the average costs of policing based on the size of municipality and the type of policing agreement they have.

Policing Arrangement	Population	Municipal portion of the cost	# of Reporting Municipalities	Average Net Expense for Policing as a % of Total Municipal Expense (net of grants)
Cities, Towns, Villages, and Summer Villages				
• Municipal police service	Various	100%	7	12.1%
• Municipal agreement with RCMP	15,000+	90%	16	8.3%
	5,001 - 15,000	70%	27	7.5%
• Provincial agreement with RCMP	1,001 - 5,000	30%	28	2.0%
	<1,000	30%	102	2.2%
Municipal Districts and Counties				
• Provincial agreement with RCMP	Various	30%	35	2.2%

NOTES

- ABmunis calculations using Alberta Municipal Affairs' 2023 Financial Information Return (FIR) schedule C(1)-Revenue using Police expense (column 01210) and Total Expense (column 01580) excluding services for gas, electric, and other utility services (columns 01566, 01567, 01568).
- Expenditures are presented on a net basis after deducting grant funding received from the Government of Alberta through the Policing Support Grant for eligible municipalities to be representative of the actual expenditures funded by the municipality. The Policing Support Grant allocations represent 2022-23 figures as 2023-24 figures are not publicly available.
- Municipalities that reported zero expense for policing were excluded from the analysis. This represented 104 municipalities that appear to have reported their policing costs in other cost categories (e.g. mixed with bylaw enforcement, disaster and emergency, other protective services, or other).
- Specialized municipalities and improvement districts are excluded due to their unique treatment.

Police Resources Added under the Police Funding Model

Since the implementation of the police funding model in 2020, the Alberta RCMP has added 279 police officer positions and 242 civilian support positions. As of October 2024, about three-quarters of these positions had been filled. Of the 279 new police officer positions, 136 were added directly to detachments, as shown below:

POLICE OFFICER POSITIONS BY DETACHMENT = 136 POSITIONS											
Central Alberta District Detachments		31	Eastern Alberta District Detachments		34	Southern Alberta District Detachments		35	Western Alberta District Detachments		36
Bashaw	Stettler		Athabasca	Viking		Airdrie	Three Hills		Beaverlodge	Spirit River	
Blackfalds	Strathcona		Bonnyville	Westlock		Bassano	Vulcan		Edson	Swan Hills	
Breton	Sylvan Lake		Cold Lake			Bow Island			Evansburg	Valleyview	
Camrose	Thorsby		Elk Point			Canmore			Faust	Whitecourt	
Innisfail	Wetaskiwin		Kitscoty			Cochrane			Grande Prairie		
Leduc			Lac La Biche			Didsbury			High Level		
Morinville			Provost			Hanna			High Prairie		
Parkland			Smoky Lake			High River			Manning		
Ponoka			St. Paul			Lake Louise			Mayerthorpe		
Rimbey			Two Hills			Okotoks			Peace Regional		
Rocky Mountain House			Vegreville			Strathmore			Red Earth Creek		

To help determine where to allocate new resources, the RCMP analyzed its workload at each detachment, looking at factors such as:

- Travel time

- Call volume
- The type of crimes occurring in the area,
- The amount of time required for investigations
- The size of detachment, and
- The time available for proactive policing – things like strategic patrols, community engagement, visiting schools, and attending community events.

The RCMP has an integrated service delivery model, which means that detachments receive assistance from centralized frontline support and specialized units, as well as from civilian support positions. So even detachments that do not receive new police officer positions benefit from additional centralized services, as these positions enable frontline officers to spend more time on community policing. Some of the centralized services that have been enhanced include forensic units, police-dog teams, and Emergency Response Teams – specialized police tactical units that are trained to handle high-risk situations using specialized weapons, equipment, and tactics.

The RCMP was also able to establish a Real Time Operations Centre, which is a team of senior police officers who monitor operations in real-time, assess incident risk, coordinate resources and manage the response. This centre enables the RCMP to track suspects in real time and gives officers on the ground instant support during emergency situations.

Lastly, the RCMP built additional capacity in teams dedicated to tackling financial and cybercrime and in teams that provide specialized skills related to child advocacy. While many of these resources are not needed in each community every day, they are available to all Alberta municipalities to address more dangerous situations and more serious and complex files.

The RCMP acknowledges that, like all other police services right now, vacancies, recruitment, and retention of regular members pose challenges. More information about RCMP resource allocation and strategies to address vacancies is available in Appendix A of [this document](#).

11.6

svsouthview@outlook.com

From: Wildwillow Enterprises <angela@wildwillowenterprises.com>
Sent: May 26, 2025 11:54 AM
To: Angela Duncan; Summer Village Office; West Cove Admin; Marlene Walsh; Alberta Beach Village Office; Office Sunset Point; 'Nakamun Park'; cao@birchcove.ca; svsunrisebeach wildwillowenterprises.com
Cc: wendy wildwillowenterprises.com
Subject: Candidate Information Session
Attachments: Question re municipal contractors.pdf; Candidate Info Session Slides.pdf

Hello all,

We have now finished both Candidate Information Sessions. Thank you all for participating. While I had hoped for a better turnout, we ended up with 20 people in total and we received very good feedback. Those in attendance asked excellent questions and told us that they found the information helpful.

There were a few questions that I have followed up with Municipal Affairs on as I didn't have a ready answer or the legislation is unclear.

1. In a summer village, what are voting rights in regard to lots that are owned by corporations. *(I have reached out to Municipal Affairs for a response and would be happy to forward it once received.)*
2. Are people who contract to a municipality eligible to run in and sit as councillors in the municipality without taking a leave of absence or resigning their contracts. *(I have attached the response that I received for your information.)*

I have also attached the slide presentation that we used. Please feel free to post it to your websites or do with it as you please.

Candidate Information Session Attendance (May 3 & May 24, 2025)	
Municipality	
SV of South View	4
SV of Silver Sands	1
SV of West Cove	0
SV of Val Quentin	1
Alberta Beach	2
SV of Sunset Point	2
SV of Nakamun Park	2
SV of Birch Cove	0
SV of Sunrise Beach	5
DID NOT SIGN IN	3
TOTAL:	20

Slide presentation is available on the Summer Village election page on the website.

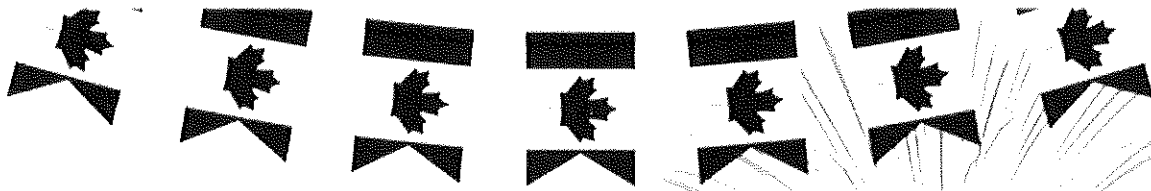
Wildwillow Enterprises will be sending out invoices separately.

Thanks again for partnering with us on this!

Regards,

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Angela Duncan
Returning Officer
Chief Administrative Officer with
Wildwillow Enterprises Inc.



CANADA DAY FIREWORKS 2025

**JUNE 28TH, YOU ARE INVITED TO JOIN
US AT THE GCCA CAMPGROUND, FOR
OUR ANNUAL FIREWORK DISPLAY
AND MORE. . .**

Contest!

HOTDOG eating CONTEST!!
\$5 entry

Starts 3pm

How many can you eat in
10 minutes??

Prizes!!!



Fire Department in attendance to help
with the festivities.

DONATIONS

Welcomed

Please reach out to our events
coordinator, Cheryl, at 780-803-0869.
In regards to any updates with weather
delays, to register for the hotdog
eating contest and ways to contribute
with donations for the fireworks. We
aim to make each year better than the
last.

-2pm kids games in the park

-3pm hotdog eating contest

**- 5:30pm \$2 hotdog dinner with all the
fixings**

-11pm fireworks display

Ice cream truck on site



**141 Oscar Wikstrom Drive
South View, Lake Isle
Gcrasouthview@gmail.com**

11.m

svsouthview@outlook.com

From: ASVA Exec Director <summervillages@gmail.com>
Sent: May 30, 2025 10:56 AM
To: ASVA
Subject: ASVA - 2025 McIntosh Bulrush Award Nominations
Attachments: 302 - Schedule B - Nomination Form-Fillable.pdf; ASVA Policy #302 McIntosh Bulrush Award Amended April 7, 2025.pdf

Good Morning,

ASVA knows that you have some amazing people in your community that exemplifies what it means to be Lake Stewards. Please nominate them for this year's 2025 **McIntosh Bulrush Award**. The Award will be presented during the evening banquet, October 16th.

Attached is Policy #302, "McIntosh Bulrush Award" and the Fillable Nomination Form Schedule B for your convenience. You can also find the Form and Information on ASVA's website at www.asva.ca under Lake Stewardship.

Please note that Policy #302 was amended April 7, 2025 by the ASVA Board. The amendments are highlighted below.

#4) Nomination deadline shall be August 31st of any year, **unless otherwise stated by the ASVA Board, in which the Membership will be given notice of the change, via email and the ASVA website**, for presentation at the annual fall convention. An electronic submission is acceptable.

#6) The recipient will be invited to the year's annual convention free of charge where an official presentation will be held. **If the recipient chooses to bring a guest to the awards banquet, a banquet ticket must be purchased in order to do so. Or if the award goes to multiple recipients, the ASVA will have the discretion to provide additional banquet tickets.**

Please email all nomination forms to execdirector@asva.ca by August 31st, unless otherwise stated. Should you have any questions, please feel free to reach out.

Sincerely,
Kathy

Kathy Krawchuk, CLGM
Executive Director
Association of Summer Villages of Alberta
780-236-5456
execdirector@asva.ca
www.asva.ca

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ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Policy Title: McIntosh Bulrush Award	Policy Type: Operational Program Governance 300
	Policy No. 302
Approved	Revised: April 07, 2025
Res. No. 2021-18 Date: Mar 15, 2021	Res. No. 2025-21 Date: April 07, 2025

Preamble

ASVA is committed to recognizing lake stewardship which includes commitment to preservation, protection, enhancement or sustainability of an Alberta lake, lakeshore or its watershed. As such, each year the ASVA, at the annual fall conference, will present the McIntosh Bulrush Award to an individual or organization that exemplifies lake stewardship activities.

Policy

Recipients are those who have used their personal time and/or professional knowledge or skills, to improve the environment of any Alberta lake, any lake shore or its watershed and to increase awareness of the lake wellness issues to Summer Village residents.

Nominations will be judged based on:

1. Commitment to preservation, protection, enhancement or sustainability of an Alberta lake, lakeshore or its watershed;
2. The positive, tangible and long-term impact on the quality of a body of water or its watershed;
3. The positive, tangible and long-term impact on the public attitudes towards the health of a body of water or its watershed;
4. Demonstration of leadership and/or cooperation between groups to achieve any of the above.

Nomination Process:

1. The request for nominations shall be distributed to the membership starting in **June** of each year. The request shall be in the format outlined in Schedule "A"
2. The nomination should include the following:
 - a. Project Description: What was/were the objectives of the initiative;
 - b. Summary of Activities: Describe the results of the initiative or, in the case of an individual award, the accomplishments of the individual;
 - c. When did the achievement or activity begin and, if complete, when did it end;
 - d. Where was the project conducted.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

3. The nomination sheet must be signed by the nominee or the designated officer representing a group of nominees or a council. See Schedule "B" of this policy: McIntosh Bulrush Award – Nomination Sheet.
4. Nomination deadline shall be August 31st of any year, **unless otherwise stated by the ASVA Board, in which the Membership will be given notice of the change**, via email and the ASVA website, for presentation at the annual fall convention. An electronic submission is acceptable.
5. Nominations will be reviewed by the Board of the ASVA who will render a decision on or before the September board meeting in that year. If the nomination is not supported, the nominator/s will be notified. If the nomination is supported, the recipient and the nominators will be notified.
6. The recipient will be invited to the year's annual convention free of charge where an official presentation will be held. **If the recipient chooses to bring a guest to the awards banquet, a banquet ticket must be purchased in order to do so. Or if the award goes to multiple recipients, the ASVA will have the discretion to provide additional banquet tickets.**

The award will be a trophy, similar to that identified in Schedule "C" of this policy.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Schedule "A"

Request for Nominations

McIntosh Bulrush Award Guidelines/ Criteria

Every year the Association of Summer Villages of Alberta, at our annual Fall Conference, presents the McIntosh Bulrush Award to an Individual or Organization that exemplifies lake stewardship activities.

- Use of personal time to improve:
 - The environment of any Alberta Lake
 - Any lakeshore
 - Increase awareness of the lake wellness issues to Summer Village residents
- Use of professional knowledge/skills to improve:
 - The environment of any Alberta Lake
 - Any lakeshore
 - Increase awareness of the lake wellness issues to Summer Village residents

Nomination Form

As many of you will know the McIntosh Bulrush Award is presented at the annual ASVA Conference.

There is a formal process regarding nominations. Attached you will find a nomination sheet as well as the policy which outlines the guidelines to be used for the submission and the judging criteria.

If your Council knows of anyone or any organization that meets these criteria, please fill in the Nomination Form and return it to execdirector@asva.ca or by mail to ASVA, 2 – 51109 RR 271, Spruce Grove, AB, T7Y 1G7 on or before August 31st annually, unless otherwise stated by the ASVA Board, in which the Membership will be given notice of the change, via email and the ASVA website.

We look forward to receiving your nominations!

Past Award Recipients

2004 - Summer Village of Bow River	2015 - Kate Wilson - APE Alberta Environment and Parks
2005 - Bruce McIntosh	2016 - Bob Lehman and Roger Ashpeller - CV of Mt. Dufferin
2006 - Lou Jeffery Dineley	2017 - Frank Jewell - CV of Bow Hill
2007 - Peter Wright	2018 - Pat and Wayne Deschamps - CV of Highland Beach
2008 - County of Lac La Poudre	2019 - David, Hapgood & Grand Lakes Development
2009 - Not awarded	2020 - Lakeview - CV of Peace Valley Community Society
2010 - Don Davidson - CV of Grandview	2021 - Summer Village of Crystal Spring - Living in Harmony
2011 - Kelly Skirpich - CV of Seba Beach	2022 - Okotoks Lake Watershed Ass. - Connect for the Lake Together
2012 - Sylvan Lake Management Committee	2023 - Summer Village of Strathmore District
2013 - Glen Haselman - CV of Summer Beach	2024 - Chuck Bedford - CV of Glenora
2014 - Ogopon Lake Watershed Association	2025 -

**ASSOCIATION OF SUMMER VILLAGES OF ALBERTA
POLICY MANUAL**

Schedule "B"

McIntosh Bulrush Award – Nomination Form

Nominee Name: [Click or tap here to enter text](#)

Nominee is a:

- ☐ Summer Village
☐ Organization
☐ Individual

Name of Working Titles of Project (if applicable)

[Click or tap here to enter text](#)

Address of Nominee:

Street No. [Click or tap here to enter text](#)

Municipality: [Click or tap here to enter text](#)

(summer village, village, town, city, county)

Province: Alberta

Postal Code: [Click or tap here to enter text](#)

Telephone No. [Click or tap here to enter text](#)

Email: [Click or tap here to enter text](#)

Nominated by: [Click or tap here to enter text](#)

Telephone No. [Click or tap here to enter text](#)

Email: [Click or tap here to enter text](#)

Signature of Nominee

Date of Nomination

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Complete your nomination using the following headings:

Project Description – What was/were the objectives of the initiative?

Click or tap here to enter text.

Summary of Activity – Describe the results/successes of the initiative or, in the case of an individual award, the accomplishments of the individual.

Click or tap here to enter text.

When did the achievement or activity begin and if complete, end?

Click or tap here to enter text.

Where was the project conducted?

Click or tap here to enter text.

If required, attached additional information.

**ASSOCIATION OF SUMMER VILLAGES OF ALBERTA
POLICY MANUAL**

Schedule "C"

McIntosh Bulrush Award – Trophy Template



**LAKE ISLE &
LAC STE ANNE**

Water Quality
Management Society

"SAMPLE"

svsouthview@outlook.com

From: ASVA Exec Director <summervillages@gmail.com>
Sent: June 2, 2025 10:35 AM
To: ASVA
Subject: ASVA - 2025 Life Membership Award Nominations
Attachments: ASVA Policy # 301 Life Membership Award - Amended April 07, 2025.pdf

Good Morning,

ASVA knows that you have some amazing people in your community that have contributed to healthier and more active communities by utilizing and applying an understanding of community commitments and development strategies.

Please nominate them for the 2025 ASVA Life Membership Award. The Award will be presented during the evening banquet, October 16th.

Attached is Policy #301, "**Life Membership Award**" outlining the details of what should be considered when nominating someone for this award and the nomination process. You can also find the Form and Information on ASVA's website at www.asva.ca under Events/Newsletters.

Please note that Policy #301 was amended April 7, 2025 by the ASVA Board. The amendments are highlighted below.

Nomination Process:

The nomination should be accompanied by a written resume of services and achievements supported by three summer village councilors. These should be forwarded to the Executive Director of the ASVA at execdirector@asva.ca on or before August 31 of the year, **unless otherwise stated by the ASVA Board, in which the Membership will be given notice of the change, via email and on the ASVA website,** to be considered for presentation at the annual fall convention. An electronic submission is acceptable.

The submission will be reviewed by the Board of the ASVA who will render a decision on or before the August Board meeting in that year, unless otherwise stated by the Board. If the nomination is not supported, the nominators will be notified. If the nomination is supported, the recipient and the nominators will be notified. **The life member in the year that they are receiving the award, will receive a free registration, and a guest banquet ticket and that in future years, the life member will continue to receive a free registration, but if they choose to bring a guest to the banquet, a banquet ticket must be purchased.**

Included with the award is a recognition plaque, and an annual invitation, to all future ASVA Conventions, and the recipient's name inscribed on the honor roll of all Life Members. The honor roll will be recognized and presented at each annual convention.

Honorary Life Member can be any rate payer of a summer villages who:

- a) has served as Mayor, Councilor or CAO for the summer village;
- b) **has served as a member of the Executive of the ASVA, or (omitted)**
- b) has rendered other noteworthy services to a summer village or to the Association who may be elected as an honorary life member of the Society on a motion of a two-thirds majority vote of the Board of Directors.

Please email all nomination forms to execdirector@asva.ca by August 31st, unless otherwise stated.

Sincerely,
Kathy

Kathy Krawchuk, CLGM

Executive Director

Association of Summer Villages of Alberta

780-236-5456

execdirector@asva.ca

www.asva.ca

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Policy Title: Life Membership Award	Policy Type: Operational Program Governance 300
	Policy No. 301
Approved	Revised April 07, 2025
Res. No. Sept 24, 2019 Date: 2019-32	Res. No. 2025-20 Date: April 07, 2025

Preamble

The Alberta Summer Villages Association (ASVA) Life Membership Award is a province wide initiative that recognizes the achievements of individuals who symbolize the very best in our sector of communities.

The intent of this program is not only to honor achievement, excellence, creativity and innovation by individuals, but also to reinforce the critical role people play in community wellbeing and quality of life linked directly to our summer village communities

The Life Membership award is open to all members and showcases and celebrates best practices, and draws attention to individuals and communities that have strived for constant improvement in their communities and ultimately for all of our summer villages

Policy

Recipients are those who have contributed to healthier and more active communities by utilizing and applying an understanding of community commitments and development strategies. This can be demonstrated through practice, innovation, stewardship, leadership and/or outstanding service at a local municipal level and/or on a provincial level.

Nomination Process:

The nomination should be accompanied by a written resume of services and achievements supported by three summer villages councilors. These should be forwarded to the Executive Director of the ASVA at execdirector@asva.ca on or before August 31 of the year, unless otherwise stated by the ASVA Board, in which the Membership will be given notice of the change, via email and on the ASVA website, to be considered for presentation at the annual fall convention. An electronic submission is acceptable.

The submission will be reviewed by the Board of the ASVA who will render a decision on or before the September Board meeting in that year, unless otherwise stated by the Board. If the nomination is not supported, the nominators will be notified. If the nomination is supported, the recipient and the nominators will be notified. The life member in the year that they are receiving the award, will receive a free registration, and a guest banquet ticket and that in future years, the life member will continue to receive a free registration, but if they choose to bring a guest to the banquet, a banquet ticket must be purchased.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Included with the award is a recognition plaque, and an annual invitation, to all future ASVA Conventions, and the recipient's name inscribed on the honor roll of all Life Members. The honor roll will be recognized and presented at each annual convention.

Honorary Life Member can be any rate payer of a summer villages who:

- a) has served as Mayor, Councilor or CAO for the summer village;
 - b) has rendered other noteworthy services to a summer village or to the Association
- who may be elected as an honorary life member of the Society on a motion of a two-thirds majority vote of the Board of Directors.



11.0

April 24, 2025

File: 25DP01-32

Re: Development Permit Application No. 25DP01-32
Plan 4187 KS, Block 1, Lot 7 : 34 Hillside Street (the "Lands")
R – Residential : Summer Village of South View

APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

APPROVAL FOR:

- **CONSTRUCTION OF ONE (1) RECREATIONAL VEHICLE PARKING PAD; AND UTILIZATION UPON THE SITE OF ONE (1) RECREATIONAL VEHICLE FOR THE PURPOSES OF OCCUPATION AND STORAGE;**
- **INSTALLATION OF A WATER SUPPLY (CISTERN) & SEPTIC SYSTEM (HOLDING TANK);**
- **SITE SERVICING WITH AN ELECTRICAL PANEL.**

Has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- That the applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.
- 3- **PARKING PAD AND RECREATIONAL VEHICLE LOCATION**
 - **Front Yard setback shall be 8.0 metres;**
 - **Side Yard setbacks shall be a minimum of 1.5 metres; and**
 - **Rear Yard setback shall be a minimum of 1.5 metres.**

PARKING PAD CONSTRUCTION

- **The Parking Pad shall have a width of a minimum of 5.5 metres and length of a minimum of 11.0 metres (or greater to accommodate the Recreational Vehicle to be parked thereon).**
- **The Parking Pad shall be constructed in a manner to provide a hard, mineral based, surface to accommodate a Recreational Vehicle parked upon it.**

4- **WATER SUPPLY:**

The cistern shall be excavated and installed in conformance with the Safety Codes Act or as amended and all such other regulations which may apply to their construction

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5- SEPTIC SYSTEM:

Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector. The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2021 as adopted by legislation for use in the Province of Alberta.

- 6- The applicants provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel.

7- The improvements take place in accordance with the plans and sketch submitted as part of the permit application.

8- ACCESS:

No construction of an access is authorized under this Development Permit. All access construction must be applied for, and authorized, by the Summer Village of Southview.

9- SAFETY CODES PERMITS

The applicants shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development. Copies of all permits shall be submitted to the Summer Village of South View for review.

- 10- Arrangements, which are satisfactory to the Development Authority, must be made to provide sanitary facilities for the contractors working on the site.

- 11- The applicants shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.

- 12- The applicants shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.

- 13- That all improvements shall be completed within twelve (12) months of the effective date of the permit.

- 14- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.

- 15- All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. a lake or stream) or public drainage system (i.e. a municipal ditch or road allowance).

- 16- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.



Development Services

Summer Village of South View

Box 8, Alberta Beach, AB., T0E 0A0

Phone (780) 718-5479 Fax (866) 363-3342 Email: pcm1@telusplanet.net

Should you have any questions please contact this office at (780) 718-5479.

Date Application Deemed Complete **April 24, 2025**

Date of Decision **April 24, 2025**

Effective Date of Permit **May 23, 2025**

Signature of Development Officer

Tony Sonleitner Development Officer for the Summer Village of South View

cc Municipal Administrator, Summer Village of South View
Municipal Assessment Services Group Inc. = Travis Horne
Inspections Group Inc.

Note: An appeal of any of the conditions of approval may be made to the Subdivision and Development Appeal Board by serving written notice of appeal to the Clerk of the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either personally or by mail so as to reach the Clerk of the Subdivision and Development Appeal Board no later than twenty-one (21) days after the notice of decision. The appeal should be directed to this office at:

Summer Village of South View
Box 8
Alberta Beach, AB T0E 0A0

and should include a statement of the grounds for the appeal and have attached an Appeal fee in the amount of \$1250.00.

From: ASVA Exec Director <summervillages@gmail.com>
Sent: June 5, 2025 4:19 PM
To: ASVA
Subject: ASVA - Call For Resolutions Notice - 2025
Attachments: Call for Resolutions.pdf; Policy #204 - Resolutions.pdf

Good afternoon,

Attached below are the following documents, **Notice - Call for Resolutions** and **Policy #204 - Resolutions**. Being an election year, we ask that the CAOs' kindly forward this information onto any newly elected officials.

Attachments

- 1) **Notice - Call for Resolutions**
- 2) **Policy # 204 - Resolutions**

Thank you for your attention to this matter.

Sincerely,
Kathy

Kathy Krawchuk, CLGM
Executive Director
Association of Summer Villages of Alberta
780-236-5456
execdirector@asva.ca
www.asva.ca



June 05, 2025

Good afternoon, Mayors, Councils and CAO's;

One of the ways the ASVA serves our members is by bringing common Summer Village issues and needs to the attention of the Alberta Government. The formal process for this is done via Resolutions voted on at our ASVA Annual General Meeting, which this year takes place on Thursday October 16th at 3:45pm. This process is also used if the membership wishes to give their board other directions in relation to governing the Association.

The process for submitting Resolutions is outlined in the Resolution Policy #204, which I have attached to this email. This Policy can also be found on the ASVA website at www.asva.ca under "About" click on **ASVA Policy**, then look for **Policy #204, Policy Title – Resolutions**.

A few notable points from the Policy:

Submission

#8) Resolutions must be submitted to ASVA administration (info@asva.ca) no later than August 25th of each year;

#10) Resolutions must be submitted:

- a) Electronically, as specified in the call for Resolutions;**
- b) In the format specified by the template in Appendix "A";**
- c) Along with minutes that show proof of the moving and seconding councils' approvals as required in section 3; and**
- d) In adherence to the guidelines presented in this Policy**

ASVA Review

#25) The ASVA will electronically publish and distribute the Resolutions to members no less than six (6) weeks prior to Conference to provide councils enough time to review and discuss the Resolutions.

Therefore, we ask that **all** Resolutions be forwarded to the Executive Director, Kathy Krawchuk, at info@asva.ca **no later than AUGUST 25th**. Resolutions received by that date, will be collated and sent out to all Councils as a Resolution Package by September 4th so that your Councils can review the Resolutions and determine your support for those Resolutions put forward.

Pursuant to the Policy, Resolutions received after the August 25th deadline will only be only dealt with if the Resolution is considered an Emergent Resolution (addressed in Sections 11-17 of the Policy) or conditions prevented the member from submitting by the deadline (like an emergency).

If you have any questions, please reach out.

Sincerely,
Kathy

Kathy Krawchuk
Executive Director
ASVA
www.asva.ca
780.236.5456

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ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Policy Title: Resolutions	Policy Type: Board Governance 200
	Policy No. 204
Approved Res. No. 2020-21 Date: June 15, 2020	Revised Res. No. Date:

Preamble

The ASVA represents 51 Summer Villages that face a wide variety of complex issues. As part of fulfilling our vision and mission, ASVA conducts a resolution process that enables our Members to identify and prioritize common issues and solutions that empower ASVA's Board of Directors to advocate to the federal and provincial governments and the AUMA and RMA on the Member's behalf.

The purpose of this policy is to establish a clear and consistent process for resolutions that align with ASVA's broader advocacy initiatives.

Policy

Call for Resolutions

1. No later than July 1th of each year, ASVA will issue a call for resolutions to be considered at ASVA's Conference during the Annual General Meeting.
2. The call includes information on ASVA's resolutions policy and process, including a resolution writing guide and template;

Movers and Seconders

3. Resolutions may be sponsored by:
 - a. A single Member's council. Resolutions sponsored by a single Member must be seconded by another Member's council;
 - b. The councils of a group of Members. All group sponsored resolutions are deemed to be seconded; or
 - c. The Board.
4. The sponsor of a resolution is deemed to have moved the resolution and is referred to as the "mover".

Research and Writing

5. As outlined by the template in Appendix "A", each resolution shall be written in the following format:
 - a. A concise title, which specifies the issue in the resolution;
 - b. A preamble of "WHEREAS" clauses, which provide a clear, brief, and factual context for the operative clause;
 - c. An operative clause, which clearly sets out what the resolution is meant to achieve and the proposal for action; and

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ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

- d. Background information, which provides further context as to why the issue is important to Alberta's summer villages
- 6. Primary responsibility for researching and drafting resides with the mover.
- 7. Members are encouraged to seek initial advice from ASVA administration on resolution topics as well as feedback on the format, accuracy and clarity of draft resolutions

Submission

- 8. Resolutions must be submitted to ASVA administration no later than August 25th of each year.
- 9. ASVA's Executive Director may grant an extension of the deadline if:
 - a. The Conference is scheduled later than the third Thursday in October; or
 - b. Conditions prevent Members from submitting resolutions by the deadline (e.g. There is an emergency event.)
- 10. Resolutions must be submitted:
 - a. Electronically, as specified in the call for resolutions;
 - b. In the format specified by the template in Appendix "A";
 - c. Along with minutes that show proof of the moving and seconding councils' approvals as required in section 3; and
 - d. In adherence to the guidelines presented in this policy.

Emergent Resolutions

- 11. A resolution related to a matter of an urgent nature arising after the resolution deadline may be considered as "emergent" on a case-by-case basis.
- 12. The criteria of an emergent resolution are that it **must**:
 - a. Deal with an issue of concern to Alberta summer villages which has arisen after the resolution deadline, or just prior to the resolution deadline, such that Members could not submit it as a resolution in time;
 - b. Have a critical aspect that needs to be addressed before the next Conference; and
 - c. Comply with the guidelines for resolutions set out in this policy.
- 13. Members wishing to move emergent resolutions shall provide notice to ASVA Administration as soon as possible with a deadline of **the Monday before** the first day of Conference.
- 14. Emergent resolutions must be submitted:
 - a. Electronically, as specified in the call for resolutions;
 - b. In the format specified by the template in Appendix "A";
 - c. Along with minutes that show proof of the moving council's approval and
 - d. In adherence to the guidelines presented in this policy.
- 15. The initial determination whether the proposed resolution meets the criteria of an emergent resolution will be made by:
 - a. ASVA's Board, if the proposed emergent resolution is submitted before the final Board meeting prior to Conference; or
 - b. ASVA's Executive Committee, if the proposed emergent resolution is submitted after the final Board meeting prior to Conference.
- 16. If the Board or Executive Committee determines the resolution meets the criteria of an emergent resolution, the Board or Executive Committee will second the resolution.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

17. If the resolution receives initial approval for consideration after all printing has been done for the annual conference, the mover will provide ASVA with 100 printed copies of the resolution to distribute at the Annual General Meeting.

ASVA Review

18. ASVA Administration will review resolutions as they are submitted and advise movers if a resolution:
 - a. Could trigger any of the criteria set out in Section 22;
 - b. Addresses a topic covered by an already active resolution;
 - c. Contradicts existing ASVA policy;
 - d. Should be combined with a similar resolution being moved by another member; or
 - e. Has any further deficiencies such as:
 - i. Absence of any indication of the resolution being endorsed by the council of the moving and seconding municipality;
 - ii. Unclear, contradictory, incorrect, or misleading statements;
 - iii. Lack of enough background information to justify the action being proposed; or
 - iv. Incorrect formatting.
19. ASVA Administration will compile resolutions into the Annual General Meeting package and ASVA may comment on the resolution if:
 - a. It affects ASVA's ability to act on the resolution
 - b. Whether and how the resolution relates to an existing ASVA position or strategic initiative, and;
 - c. Potentially could trigger the criteria set out in Section 22.
20. ASVA's Board or Executive Committee will review and recommend any amendments to the draft resolutions as required, including proposed comments and any Section 22 concerns.
21. The draft Resolutions will then be forwarded to the Board for consideration.
22. To preserve ASVA's credibility, the Board reserves the right to ensure issues raised by resolutions to be considered at the Conference are related to municipal interests and do not:
 - a. Involve conflicts between individual municipalities;
 - b. Involve conflicts between individual municipalities and citizens, other organizations, etc.;
 - c. Involve internal issues of a municipality;
 - d. Promote the interests of individual businesses;
 - e. Direct a municipality to take a course of action;
 - f. Result in the perception that ASVA is partisan and supports a political party or candidate; or
 - g. Lack the clarity required to determine the issue and/or what is being asked of the ASVA.
23. If Section 22 conditions exist, the Board may reject the proposed resolution and notify the mover with an explanation of why the resolution will not appear in the Annual General Meeting package.
24. The mover of a rejected resolution may appeal the decision by bringing forward a motion at the Resolutions segment of the Annual General Meeting for the resolution to be considered, and the decision can be reversed by 2/3 majority of votes cast.
25. The ASVA will electronically publish and distribute the Resolutions to Members **no less than** six (6) weeks prior to Conference to provide councils enough time to review and discuss the resolutions.

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Resolutions Session

26. All procedures at the Resolutions segment of the Annual General Meeting will be governed by Robert's Rules of Order as modified by this policy.
27. Resolutions will be debated in the order they are presented in the Annual General Meeting package. Emergency resolutions will be listed and debated last.
28. The Resolutions segment shall not be closed until all resolutions listed in the agenda are debated and voted upon, or the allotted time for the Resolutions segment has expired, unless the majority of delegates present vote to extend the allotted time.
29. Resolutions which are not debated at a Resolutions segment because of insufficient time will be considered by the Board following the Conference unless a resolution is passed to continue with the resolution segment the following day.

Adoption

30. The Annual General Meeting Chair will introduce each proposed resolution by indicating its number, title, the names of the mover and seconder, and the operative clause.
31. A mover may withdraw a proposed resolution when the resolution is introduced. In this event, the Annual General Meeting Chair shall declare the resolution withdrawn and no further debate or comments will be allowed.
32. Resolutions that are moved by the Board must be seconded from the floor by a representative of a Member.
33. A spokesperson from the mover will then have up to two (2) minutes to speak, followed by a spokesperson from the seconder, who will also have up to two (2) minutes to speak to the resolution.
34. Next, ASVA comments on member-moved resolutions may be presented by a Board Member.
35. These comments must be approved in advance by the Board.
36. The Annual General Meeting Chair will then open debate by calling for a speaker in opposition, seeking clarification or proposing an amendment.
37. Speakers will have a two (2) minute time limit and shall not speak more than once on any one question.
38. If no one rises to speak in opposition, for clarification or to propose an amendment to a resolution, the question will be immediately called.
39. No debate on accompanying background material and information for resolutions is allowed.
40. When no opposing position speaker is available, the Annual General Meeting Chair will declare the end of the debate and the spokesperson from the mover will be allowed one (1) minute for the closing of debate.
41. Amendments, including "minor amendments" should be submitted in writing to the Annual General Meeting Chair prior to the amendment being introduced, but verbal amendments will also be accepted from the floor.
42. Amendments must be seconded from the floor or they do not proceed.
43. Debate procedures for an amendment shall be the same as for a resolution as set out in Sections 32 to 38.
44. The conflict-of-interest guidelines for council votes, as outlined in the Municipal Government Act, shall also apply to Conference resolution votes for all delegates. It is incumbent upon each delegate to adhere to these guidelines.
45. Voting may, at the discretion of the Annual General Meeting Chair, be by:
 - a. a show of hands of eligible voters;
 - b. paper ballot
 - c. electronic means

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

46. The number of votes necessary for any resolution to pass is a simple majority of votes cast for that resolution (50% plus one vote).

Action on Adopted Resolutions

47. All adopted resolutions will be sent to the relevant provincial and/or federal ministry or organization for response.
48. Further advocacy on resolutions may be considered by the Board of Directors.

POLICY REVIEW

49. This Policy will be reviewed annually by the Board.

APPENDICES

- A. Resolution Template

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

APPENDIX A

Resolution Template

Title of resolution:

Moved by:

Seconded by:

WHEREAS the purpose of the “Whereas clauses” is to clearly and succinctly describe the issue or opportunity that the resolution is bringing forward, and identify why the subject is relevant to Alberta summer villages;

WHEREAS the clauses should identify whether the issue involves the need for information sharing, policy changes, legislative/regulatory change or a combination thereof, and refer to specific documents and sections whenever possible;

WHEREAS

WHEREAS

; and

WHEREAS

IT IS THEREFORE RESOLVED THAT the AUMA advocate forThis operative clause is the call to action. It usually includes a request for the Government of Alberta, Government of Canada or another organization to act. This is the most important part of the resolution and should be written clearly, so there is no doubt as to what action is being requested.

BACKGROUND:

No preamble can be comprehensive enough to give a full account of the situation that gave rise to the resolution. In all cases, supplementary or background information (1 to 2 pages max.) is necessary.

The background should answer the following questions:

- What is the impact of the issue on Alberta summer villages and how many municipalities are impacted? (Provide examples and/or statistics where possible.)
- What priority should the resolution be given?
- Does the issue and call to action align with one of ASVA’s strategic initiatives?
- Has the issue been addressed by ASVA in response to a resolution or otherwise in the past and what was the outcome?
- Have other associations or groups acted on this issue, or are they considering action? (e.g. Is a similar resolution being considered by the AUMA or RMA?)
- What other considerations are involved? (e.g. Does the proposed action align with goals of the provincial or federal government, or other organizations?)

From: Marlene Walsh <cao@valquentin.ca>
Sent: June 9, 2025 10:43 AM
Subject: Invitation: 8th Annual Picnic in the Park - Summer Village of Val Quentin

Good Morning

Once again, the Council members for the Summer Village of Val Quentin would like to cordially invite your Council members to join us at the 8th Annual Picnic in the Park being planned for Saturday, July 12, 2025 from Noon to 3 PM.

We are looking forward to celebrating with our regional partners, residents and neighbors at this Community Event!



Summer Village of VAL QUENTIN
8th Annual
PICNIC IN THE PARK

Val Quentin Residents and their families are invited to join us at CANTIN PARK for a picture-perfect day filled with music, face painting, info booths, laughter, and a delightful community picnic in the park!

Saturday, July 12, 2025 - Noon to 3 PM

FORTIS ALBERTA
The Hwy
standstone
WASTE & WATER SERVICE LTD.

Thank you to our Sponsors

Warm regards

Summer Village of Val Quentin Council!

11.5

To: svseba@telusplanet.net; d.jones@oyen.ca; admin@villageofcarma.ca; ddjg@persona.ca; dwayne.kotyk@rycroft.ca; dmayr@warburg.ca; Dwayne@eckville.com; dspicer@redwater.ca; dwayneyaremkevich@elkpoint.ca; 1dwightld@gmail.com; Debra Moffatt; dwightk@redcliff.ca; 1dwightld@gmail.com; Dwight Moskalyk; Dylan Bressey; vilna@mcsnet.ca; svseba@telusplanet.net; e.hogan@oyen.ca; edm@edson.ca; eperkins@redwoodmeadows.ab.ca; eddie.robar@edmonton.ca; councilloryuill@athabasca.ca; info@blackfalds.com; ewcole@outlook.com; office@mackenziecounty.com; efossen@eastlink.ca; emanzer@peaceriver.ca; Elaine Vincent; ebrosseau@town.bonnyville.ab.ca

Subject: Nominate a municipal leader in your community

Good morning ABmunis members:

Don't miss the opportunity to nominate a municipal leader in your community for a 2025 Award! The nomination deadline of June 27 is fast approaching.

These awards are presented at our Convention and recognize individuals and teams who have made extraordinary contributions to their communities. Here are the 2025 award categories:

1. **Award of Excellence**
Recognizes past and present elected municipal officials with outstanding civic leadership who have held office for at least three years in Alberta. Download the nomination form [here](#).
2. **Distinguished Service Award**
Recognizes an elected official who has served 20 or more years in one or more Alberta municipalities. Download the nomination form [here](#).
3. **Dedicated Chief Administrative Officer Award**
This award recognizes long-term excellence and dedication to municipal government and chief administrative management. Download the nomination form [here](#).
4. **Dedicated Senior Team Award**
This award acknowledges an outstanding municipal team that demonstrated excellence and dedication to a municipal government. Download the nomination form [here](#).

Tyler Gandam | President

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



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

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AR119290

June 5, 2025

Dear Chief Administrative Officers and Municipal Clerks:

Subject: Pre-election Disclosures


I am writing to inform you of a change to the *Local Authorities Election Act* that was made as part of Bill 54, the *Election Statutes Amendment Act, 2025*, which received Royal Assent on May 15, 2025.

These amendments establish that candidates who have received contributions beginning on January 1 and ending on July 31 of the election year must file a campaign disclosure statement for that period by September 30 of the general election year.

Recently, an amendment was also made to the Local Political Parties and Slates Regulation that requires pre-election campaign disclosures for local political parties by September 30 of the general election year. Information about these legislative changes are outlined in a collection of fact sheets published under Changes to the *Local Authorities Election Act* on Open Alberta.

Should you have questions about these amendments, please contact our advisory team at ma.advisory@gov.ab.ca.

Sincerely,



Jonah Mozeson
Deputy Minister

cc: Ryan Westerson, President, Alberta Municipal Clerks Association

11.4

svsouthview@outlook.com

From: Tyler Gandam <president@abmunis.ca>
Sent: June 10, 2025 3:24 PM
To: Colleen Richardson
Subject: Prepare for Municipal Affairs' survey on recall rules
Attachments: ABmunis Preliminary Recommendations on Recall of a Municipal Elected Official 20250609.pdf

Dear Mayors, Councillors, and CAOs:

Alberta Municipal Affairs has begun to engage Alberta Municipalities and other municipal associations on potential changes to the rules for recall of a municipal elected official. We understand that Municipal Affairs may send an online survey to municipalities in the near future. Fortunately, we are ready for this engagement. In fall 2024, we met with administrators from municipalities that managed a recall petition in the last two years and in early 2025, we workshopped the issue through our Municipal Governance Committee and Small Communities Committee. This enabled our Board to approve a series of preliminary recommendations.

ABmunis' Preliminary Recommendations on Recall

Attached is a report of our recommendations which we encourage you to review prior to completing the province's online survey when it comes out.

Alberta Municipalities is still reviewing specific aspects of recall and intends to make a written submission to Municipal Affairs later this month. This is one of the reasons that recall is one of our featured topics at our [Summer Municipal Leaders' Caucus](#) this month so that we can collect more input from members.

We hope the attached report will help inform your understanding of recall rules so you feel prepared to participate in the province's upcoming survey.

Clarity on what legislation applies

Please note that the rules for recall of a municipal elected official are prescribed in Part 7.1 of the Municipal Government Act. Alberta has a Recall Act, but that legislation only applies to Members of the Legislative Assembly (MLAs).

If you have questions about our position on recall rules, please email our Policy and Advocacy Team at advocacy@abmunis.ca.

Tyler Gandam | President

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

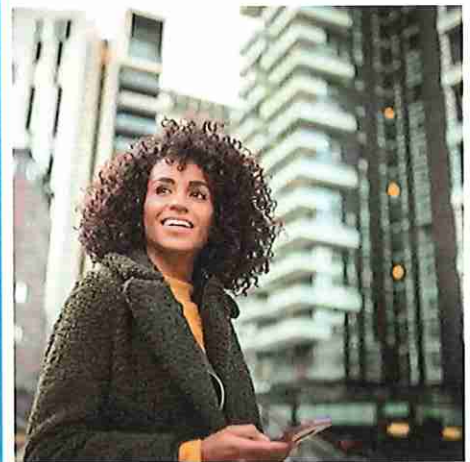


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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of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

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Preliminary Recommendations to Improve Rules for Recall of a Municipal Elected Official



 **Alberta
Municipalities**
Strength
In Members

June 9, 2025

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Background

Through amendments to the *Municipal Government Act*, in April 2023, Albertans gained the ability to launch a petition to recall a municipal elected official from office. Based on concerns with how recall petitions were being used in some communities, Alberta Municipalities (ABmunis) sent a letter to Alberta Municipal Affairs in March 2024 recommending that the Government of Alberta create a regulation to prescribe further rules for recall petitions. At the time, our concerns focused on the:

- Lack of rules to prevent petition organizers from offering financial incentives to sign a petition,
- Lack of rules on fundraising for a recall petition, and
- No requirement for the petition organizer to submit the petition whether successful or not.

The Government of Alberta has not yet created a regulation but in spring 2024 it made one improvement to recall rules through Bill 20, the *Municipal Affairs Statements Amendment Act, 2024*. Bill 20 changed the rules so that the CAO is no longer responsible for validating a recall petition and the Minister is now responsible for that process.

ABmunis' Review of Recall Rules

Between October 2024 and February 2025, ABmunis conducted a broader review of all rules related to recall petitions and collected input from municipal representatives to explore opportunities for improvement. Input was collected from:

- Administrators from most of the nine municipalities that managed a recall petition(s) in 2023 or 2024.
- ABmunis' Municipal Governance Committee and Small Communities Committee.

Our review focused on four themes of issues:

1. Criteria to launch a recall petition
2. Eligible period to launch a recall petition
3. Activities during a recall petition
4. Number of signatures required to recall a municipal elected official

This review led to the development of the following recommendations that were approved by ABmunis' Board of Directors in February 2025.

Municipal Affairs' Upcoming Engagement on Recall

It is our understanding that Alberta Municipal Affairs plans to survey municipalities in the near future to collect input on possible improvements to recall rules. ABmunis is sharing this report with our members to help inform your participation in that survey.

Recall rules will also be a featured topic at our [Summer Municipal Leaders' Caucus](#) in June 2025. The input we collect will inform our final submission to Municipal Affairs' consultation.

Note

The rules for recalling a municipal elected official are prescribed in the *Municipal Government Act*. Alberta has a *Recall Act*, but that legislation only applies to Members of the Legislative Assembly (MLAs).

Criteria to Launch a Recall Petition

1. Should there be criteria to determine whether a recall petition may be launched?

Yes, there should be guardrails that prevent a resident from launching a recall petition for unjustified or spurious reasons. Examples of unjustified recall petitions may include:

- Decisions of a previous council.
- Decisions of the current council, but the petition only targets the mayor or a minority group of the current council members.
- Differing political views.
- Personal grudge towards a member(s) of council.

The MGA should define the criteria for which a recall petition may be launched. Suggestions include:

- Found to be in contravention of the *Municipal Government Act* or *Local Authorities Election Act*.
- Found guilty of fraud, assault, or other criminal offence that is unjust of the office.
- Ethical misconduct as determined by an independent ethics commissioner or panel.

2. Should there be an independent body appointed to review and determine if there is reasonable justification for a recall petition to proceed?

Yes, an independent ethics commissioner should be responsible to vet the rationale for each petition application and rule on whether the recall petition can proceed. This process would enable an opportunity for education with the organizer to overcome any potential confusion or misinformation on a matter before the organizer launches a petition. It would also provide an opportunity for an independent body to manage an informal resolution process for frivolous matters.

Recall petitions are costly to the municipality in terms of a drain on municipal administrative resources, the possible need to hire support for communications, legal support, and people to verify signatures on the petition. Recall petitions can also take councils off their focus on the larger community priorities. Therefore, having an independent body to verify that there is merit to the issue before the petition is authorized will save municipal governments time and costs.

Eligible Period to Launch a Petition

3. What should be the minimum time that passes after an election before a recall petition may be launched?

The waiting period after an election should be reduced from the current 18 months to 12 months. This would align with the rules for recall of MLAs and finds a balance where the elected official has sufficient time to perform on the job before being subject to a recall petition and also recognizing that 18 months is a long period in which an unethical councillor could cause damage for the municipal organization and community.

4. Should residents have the ability to launch a recall petition in the year of an election?

System without an Ethics Commissioner to oversee recall petitions

If the province maintains the current system where a recall petition may be launched for any reason, then recall petitions should not be allowed in an election year.

System with an Ethics Commissioner to oversee recall petitions

If the province creates a system with guardrails that define eligible criteria for a recall petition, then there may be some merit to allow recall petitions to proceed in an election year as the commissioner would ensure there is sufficient merit for the recall petition. However, if municipal staff continue to be responsible to

Preliminary Recommendations to Improve Rules for Recall of a Municipal Elected Official

manage recall petitions (instead of an ethics commissioner), then it could present significant capacity challenges for legislative staff to prepare for the general election while managing the signature verification of a recall petition and related petition activities.

Activities During a Recall Petition

5. What requirements should be placed on the petition organizer?

- Require the petition organizer to clearly state in writing the reasons for why the elected official should be recalled. The reasons should be stated on the petition application and visible on the petition forms that every signatory signs.
- The petition organizer must confirm that each person is an eligible voter in the municipality before allowing them to sign the petition.
- Require the petition organizer to submit the final list of signatures even if there is an insufficient number of signatures. This improves transparency for the community and may help repair a councillor's reputation if there is a low number of signatures.
- Requirement to abide by all municipal bylaws (e.g. use of lawn signs).
- The MGA should define that the petition organizer must remove a person's signature if requested by the signatory. Currently, the MGA only prescribes how a signatory can request removal from a petition after the petition has been submitted.

6. What activities should be banned during a recall petition?

- The ability to offer financial incentives to residents to sign a petition.
- The ability to change the reasons for the recall petition after signatures have been collected.
- Attempts to keep a copy of the petition and/or distributing/selling the personal contact information on the petition.
- Public comments by other members of the council (whether in favour of or opposed to the petition).
- Public statements by employees of the municipality.
- Collection of signatures through electronic means.
- Collection of signatures by groups unless they have been authorized by the petition organizer.

The MGA should define the penalty if any of the banned activities take place (e.g. the petition is deemed null and void).

7. How many days should a petition organizer have to collect the required number of signatures?

- Maintain the current period of 60 days.

8. Other matters related to activities of a recall petition

- To avoid the risk of a completed petition being declared invalid due to errors in the petition form, the Government of Alberta should create a template form that must be used by every petition organizer to collect signatures.
- Municipalities need more clarity on what is considered a verified signature.
- Review if the current 45-day period is a reasonable amount of time for a municipality to count and verify signatures if the signature threshold is in the hundreds of thousands.

Number of Signatures Required

9. What metric should be used for calculating the minimum number of signatures required to recall a municipal elected official (except for summer villages)?

ABmunis' has reviewed three different metrics that could be used as the threshold for the number of signatures required for a successful recall petition (excluding summer villages).

1. Percentage of eligible voters (**ABmunis' recommendation**)
2. Percentage of population (*current system*)
3. Percentage of people that voted in the last general election (*same as MLA recall*)

ABmunis' is recommending option 1, percentage of eligible voters because it is the option with the least complications and challenges.

Problems with percentage of population (current system)

- Unfair threshold to meet if the community has a high number of ineligible voters (e.g. children and immigrants without citizenship).

Problems with percentage of people that voted in the last general election (same as MLA recall)

- If council was acclaimed, there is no voting data available. This is common as shown over the last three general elections dating back to 2013, between 26 per cent and 37 per cent of candidates were acclaimed.
- Referring to voter turnout numbers from previous elections may be problematic if the council or the elected official has been acclaimed for several elections and the population of the municipality has changed since then.
- Voter turnout can be lower when there is no contest for the mayor's seat.

10. What metric should be used for calculating the minimum number of signatures required to recall a municipal elected official in a summer village?

The current criteria to recall an elected official of a summer village is to collect signatures equivalent to at least 50 per cent of the number of residences in the summer village.

Municipal Affairs has not yet indicated whether the rules for summer villages will be in scope for their current review. ABmunis notes unique challenges with the signature threshold for summer villages:

- Summer villages are not required to maintain a list of eligible voters.
- Population counts for a summer village only represents the number of permanent residents.
- Voter data is limited since almost half of summer village councils were acclaimed in the last general election.

If the threshold for summer villages is included in Municipal Affairs' current review, ABmunis will collaborate with the Association of Summer Villages of Alberta to provide input to the province.



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