

SUMMER VILLAGE OF BIRCH COVE AGENDA

Thursday, February 20th, 2025 – 4:00 p.m.
Wildwillow Administration Office and via zoom
2317 Township Road 545 Lac Ste. Anne County

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	Thursday, February 20 th , 2025 Regular Council Meeting <i>(that Council approve as is or as amended)</i>
3.	<u>Minutes:</u> <i>Pages 1-5</i>	a)	Thursday, November 21 st , 2024 Regular Council Meeting <i>(approve as presented or with amendments)</i>
4.	<u>Public Hearings:</u>		N/A
5.	<u>Delegations/ Appointments:</u> <i>Lac Ste. Anne County delegation 4:05 p.m.</i>	a)	Lac Ste. Anne County delegation – Reeve Joe Blakeman along with representatives from Lac Ste. Anne County will attend the meeting to discuss items of mutual interest – 1 st priority will be wastewater. <i>(Accept for information or some other direction as given by council at mtg time)</i>
6.	<u>Business Arising:</u> <i>Pages 6-7</i>	a)	Special Tax – Recreation – this item was deferred from the last meeting for further discussion. Council is wishing to implement a special tax for recreational expenses incurred, attached are the applicable sections of the Municipal Government Act. Further discussion to take place at meeting time. <i>(direction as given by Council at meeting time)</i>
7.	<u>Bylaws & Policies</u>		N/A
8.	<u>New Business:</u> <i>Pages 8-9</i>	a)	2025 Municipal Election – Returning Officer Appointment – as per the Local Authorities Elections Act RSA 2000 c-L-21 (LAEA), there are a number of motions that Council will need to make regarding the upcoming 2025 municipal elections. The first step is for Council to appoint a Returning Officer, who will then work to organize the necessary details. Typically, we have managed elections in-house, utilizing Wildwillow

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		<p>Enterprises Inc. resources. If Council would like to use In-house administration, Angela Duncan will be acting as the Returning Officer. Our budget estimate for a full, contested election with an advance vote is \$6,000 (based on previous year's elections and by-elections).</p> <p><i>(that the Summer Village of Birch Cove appoints Angela Duncan Returning Officer for the 2025 Municipal Elections, with services provided via Wildwillow Enterprises Inc.)</i></p> <p>Or</p> <p><i>(that a request for proposal be advertised for 2025 Municipal Election Services for the Summer Village of Birch Cove)</i></p> <p>Or</p> <p><i>(some other direction as given by Council at meeting time)</i></p> <p>If Council agrees to utilizing Angela Duncan as Return Officer, then we propose the following motions as well:</p> <p><i>(that Diane Wannamaker be appointed Substitute Returning Officer for the 2025 Municipal Election for the Summer Village of Birch Cove)</i></p> <p><i>(that Nomination Day for the Summer Village of Birch Cove be held on Saturday, June 21st, 2025, from 10:00 a.m. to 12:00 noon, at the _____)</i></p> <p><i>(that Election Day for the Summer Village of Birch Cove be set as Saturday, July 19th, 2025, from 10:00 a.m. to 7:00 p.m. at the _____)</i></p> <p><i>(that Advance Poll date for the Summer Village of Birch Cove be set as Monday, July 14th, 2025 from 4:00 – 7:00 p.m. at _____, and forgoes the use or provision of Special Ballots)</i></p> <p><i>(that Election notices, as required or necessary, shall be provided via mailout to all property owners, in addition to the regular notices on the website, community newsletters and All-Net)</i></p>
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<p>Page 10</p>	<p>b)</p>	<p>2025 Election – Candidate Orientation Workshop – at the Alberta Municipalities Convention in September, a common theme was Municipal Candidate Orientation Workshops. Many municipalities are considering offering these to help candidates better understand the role of a Councillor. Wildwillow Enterprises and the Town of Stony Plain are partnering to host this workshop. This allows us to do this at a much lower cost as Stony Plain is already putting together their own presentations. These workshops will provide potential candidates with information regarding the nomination and election process, as well as what to expect should they be elected to Council. We intend to host 2 workshops, with one being in the Darwell area and one in the Nakamun area. It is anticipated that it will cost approximately \$2,000 total for the two workshops, with the cost being split between participating municipalities. The Summer Village would be responsible to provide printouts with municipal specific information. The cost to the Summer Village of Birch Cove is estimated to be \$200 which will be absorbed in the election budget.</p> <p><i>(that the Summer Village of Birch Cove participate in the Election 2025 Candidate Orientation Workshop, being hosted by Wildwillow Enterprises Inc. and the Town of Stony Plain)</i></p> <p>Or</p> <p><i>(that the Summer Village of Birch Cove decline participation in the Election 2025 Candidate Orientation Workshop, being hosted by Wildwillow Enterprises Inc. and the Town of Stony Plain)</i></p> <p>Or</p> <p><i>(some other direction as given by Council)</i></p>
<p>Pages 11-13</p>	<p>c)</p>	<p>2025 Alberta Municipalities President’s Summit and Municipal Leaders Caucus – ABMunis will be hosting their annual Municipal Leaders Caucus on March 6th and 7th, 2025 at the Westin Hotel in Edmonton. There will be a President’s Summit in conjunction with this on March 5th, 2025. The Municipal Leaders Caucus is an opportunity for Councillors and Administrators to network and engage on important municipal topics, as well as to hear from the Premier and the Minister of Municipal Affairs. The President’s Summit will be focusing on civility in municipal leadership. The cost to attend is \$375 to attend both events, or \$215 to attend one of the events, plus the cost of hotel and any incidentals.</p>

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		<p><i>(that the Council and/or Administration be approved to attend the Alberta Municipalities Municipal Leaders Caucus and Presidents Summit on March 5th to 7th, 2025 at the Westin Hotel in Edmonton)</i></p> <p>Or</p> <p><i>(accept for information)</i></p>
Page 14	d)	<p>Administration has received an email from Community Peace Officer, Shae Guy with the County of Barrhead No. 11. Mr. Guy is inquiring whether there is any interest in accessing contracted Peace Officer services on a “pay as you go” basis. As the Summer Village borders Barrhead County, this invitation would see Birch Cove only pay for the services they access/require. If there is interest, Mr. Guy is proposing that a proposal would be submitted and we could have further discussion moving forward.</p> <p><i>(direction as given by Council at meeting time)</i></p>
Pages 15-17	e)	<p>Policy #1-08, Council Reimbursement Policy – the current policy was approved in 2008. The Policy itself covers Council reimbursements, however makes no mention of administrators, staff and contractors. It also set the per kilometer rate at \$.45/km. Administration has reworked the Policy to reflect these changes. We have increased the kilometer rate to \$.70 and added a clause that it be reviewed annually to reflect the CRA rate.</p> <p><i>(that Council approved Policy C-COU-REM-1, Council Remuneration and Expense Reimbursement as presented)</i></p> <p><i>(some other direction as given by Council at meeting time)</i></p>
	f)	<p>Director of Emergency Management (DEM), Renee Jackson has advised that she is taking the Incident Command System 300 course in February, in Fort Saskatchewan. This is a required course for the DEM position and we appreciate her willingness to serve in this capacity and further her training. It is suggested that she be paid \$150/day for the 3 day course and reimburse the 426 kilometers of travel at \$.70/km.</p> <p><i>(that Renee Jackson, Director of Emergency Management be reimbursed \$150.00/day for three days of Incident Command System 300 training in Fort Saskatchewan and \$.70/kilometer for travel for the three days)</i></p>

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			<i>(some other direction as given by Council at meeting time)</i>
		g)	Draft 2025 Operating and Capital Budget – provided is our second review of the draft 2025 Operating Budget for the Summer Village of Birch Cove. This draft budget will be reviewed at meeting time. <i>(that the 2nd review of the Draft 2025 Operating and Capital Budget be accepted for information, and that Administration make changes to this Draft 2025 Operating and Capital Budget as directed at meeting time, and that a 3rd and final approval review of the updated Draft 2025 Operating and Capital Budget take place at the April 17th, 2025 Council meeting)</i>
		h)	
		i)	
		j)	
9.	<u>Financial</u>	a)	Income and Expense Statement – January 31 st , 2025 <i>(that the January 31st, 2025 Income and Expense Statement, included in the Draft Budget be accepted as presented)</i>
10.	<u>Correspondence</u> <i>Pages 18-20</i>	a)	November 28, 2024 article – Red Deer Advocate regarding fire response refund situation.
	<i>Pages 21</i>	b)	December 2 nd , 2024 Edmonton Journal article regarding provincial funding for fire protection - Alberta Municipalities advocating.
	<i>Pages 22-28</i>	c)	Alberta Municipalities – current events – news for December 6 th , 2024
	<i>Pages 29-32</i>	d)	Alberta Municipal Affairs, December 5 th , 2024 correspondence regarding the 2024 Assessment Year Modifiers (AYM's). AYM's serve as a cost index, adjusting the assessment values of regulated properties each year.
	<i>Pages 33-35</i>	e)	Association of Summer Villages of Alberta – 2024 Year in Review – Newsletter
	<i>Pages 36-37</i>	f)	Alberta Municipalities – December 12-24 announcement that Mr. Dana Mackie has been appointed as new Chief Executive Officer effective January 2 nd , 2025

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	Page 38	g)	Holiday Newsletter from Municipal Planning Services outlining staff compliments and the opportunity to provide “Planning 101” training for Councils, Administration etc.
	Pages 39-40	h)	Ministerial Order – MAG:006/24, Designated Industrial Property (DIP) Requisition Assessment and 2024 & DIP Quick Facts
	Pages 41-42	i)	January 23 rd , 2025 letter from Alberta Municipal Affairs re: 2024 Tax Year Balances for the Provincial Assessment Rolls
	Pages 43-45	j)	January 24 th , 2025 letter from Alberta Municipal Affairs re: 2024 Tax Year – Reconciled Designated Industrial (DI) Property Requisition, Birch Cove’s Requisition is \$4.39 and as per Government Policy Credit, 2024 requisitions under \$1,000 are cancelled.
		k)	
		l)	
		m)	
		r)	<i>(that the correspondence items be accepted for information)</i>
11.	<u>Council Reports</u>	a) b) c)	Mayor Deputy Mayor Councillor <i>(that the Council Reports be accepted for information)</i>
12.	<u>Chief Administrative Officer Report</u> Pages 45-47	a) b) c) d) e) f)	To Do List – November 21 st , 2024 MAP Review Update Next Meeting – scheduled for April 17 th , 2025 4:00 p.m. (including final budget review) 2024 Preliminary Assessments Information Working on Audits Land Use Bylaw update <i>(that the Chief Administrative Officer Reports be accepted as information)</i>

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13.	<u>Confidential Matters</u>		N/A
14.	<u>Adjournment</u>		

Next Meetings:

- March 1st, 2025 (or Feb. 22/25) SVLSACE – SV Yellowstone to host
- March 5th, 2025 ABMunis President's Summit on Civility (Westin Hotel, Edmonton)
- March 6th & 7th, 2025, ABMunis Spring Municipal Leaders Caucus (Westin Hotel, Edmonton)
- April 17th, 2025 Regular Council Meeting
- May 9th, 2025 Regional Municipalities Meeting 9:30 a.m. Alberta Beach
- June 11th, 12th and 25th and 26th, 2025 ABMunis Summer Municipal Leaders Caucus (various locations)
- June 19th, 2025 Regular Council Meeting
- August 28th, 2025 Organizational Meeting and Regular Council Meeting
- October 16th and 17th, 2025 ASVA Convention (location TBA)
- October 30th, 2025 Regular Council Meeting
- November 12th – 14th, 2025 ABMunis Convention & Trade Shoe (Calgary TELUS Convention Centre)

SUMMER VILLAGE OF BIRCH COVE
REGULAR COUNCIL MEETING MINUTES
THURSDAY, NOVEMBER 21ST, 2024
HELD IN PERSON AT 2317 TWP RD 545. LAC STE. ANNE COUNTY, ALBERTA
AND VIA ZOOM

	<p>PRESENT:</p> <p>Mayor: Dean Preston Deputy Mayor: Dory Sample – via zoom Councillor: Steve Tymafichuk – via zoom</p> <p>Administration: Wendy Wildman, Chief Administrative Officer Diane Wannamaker, Administrative Assistant Development Officer, Tony Sonnleitner (via zoom)</p> <p>Attendees: 0 via zoom, 0 in person</p> <p>Public at Large: 0</p>
1.	<p>CALL TO ORDER</p> <p>Mayor Preston called the meeting to order at 4:07 p.m.</p>
2.	<p>AGENDA 128-24</p> <p>MOVED by Mayor Preston that the November 21st, 2024 Regular Council Meeting agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	<p>MINUTES 129-24</p> <p>MOVED by Councillor Tymafichuk that the minutes of the August 22nd, 2024 Organizational Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p> <p>130-24</p> <p>MOVED by Councillor Tymafichuk that the minutes of the August 22nd, 2024 Regular Council Meeting be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
4.	<p>PUBLIC HEARING(S)</p> <p>N/A</p>
5.	<p>DELEGATIONS(S) <i>Development Officer – Tony Sonnleitner</i> 131-24</p> <p>Development Officer – Tony Sonnleitner 4:10 p.m. to discuss Land Use Bylaw review.</p> <p>MOVED by Mayor Preston that Council consider giving first reading to the Land Use Bylaw with amendments as discussed at today’s meeting at the first Council meeting scheduled in 2025 as follows:</p> <ul style="list-style-type: none"> - Clarify Clause #6 in Section 46 - Add “adults” in Clause 10a) of Section 46 and add definition <p style="text-align: right;">CARRIED</p>



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AND VIA ZOOM

	Mr. Sonnleitner	Development Officer Tony Sonnleitner left the meeting at 5:11 p.m.
6.	BUSINESS ARISING 132-24	MOVED by Councillor Tymafichuk that the Special Tax consideration be brought back to the first Council meeting in 2025 for further discussion. CARRIED
7.	BYLAWS/POLICIES 133-24 <i>Bylaw 164-2024, Chief Administrative Officer Bylaw</i>	MOVED by Councillor Tymafichuk that Bylaw 164-2024, being a Bylaw to establish the Chief Administrative Officer for the Summer Village of Birch Cove, be given first reading. CARRIED
	134-24	MOVED by Deputy Mayor Sample that Bylaw 164-2024 be given second reading. CARRIED
	135-24	MOVED by Mayor Preston that Bylaw 164-2024 be considered for third reading. CARRIED UNANIMOUSLY
	136-24	MOVED by Councillor Tymafichuk that Bylaw 164-2024 be given third and final reading as presented. CARRIED
8.	NEW BUSINESS 137-24	MOVED by Deputy Mayor Sample that an interim 2025 operating budget be passed at ½ of the 2024 approved operating and capital budget and that this interim 2024 operating budget cease to have any force and effect once the 2025 operating and capital budget is approved. CARRIED
	138-24	MOVED by Deputy Mayor Sample that authorization be given for the attendance of Council and Administration at the Regional Municipalities Meeting that has been scheduled for Friday, May 9 th , 2025 from 9:30 a.m. to 3:00 p.m. at the Alberta Beach Seniors center. CARRIED

SUMMER VILLAGE OF BIRCH COVE
REGULAR COUNCIL MEETING MINUTES

THURSDAY, NOVEMBER 21ST, 2024

HELD IN PERSON AT 2317 TWP RD 545, LAC STE. ANNE COUNTY, ALBERTA
AND VIA ZOOM

139-24	<p>MOVED by Mayor Preston that Council ratify the Letter of Support forwarded for Connect Mobility's 2024 Project Application under the Universal Broadband Fund (Alberta Broadband Fund branch) for the installation and delivery of highspeed internet services to the area, inclusive of the Summer Village of Birch Cove.</p> <p style="text-align:right">CARRIED</p>
140-24	<p>MOVED by Mayor Preston that the discussion on the Waste Token Phase out system at Lac Ste. Anne County landfill facilities with an expected transition date of January 1st, 2025 be accepted for information.</p> <p style="text-align:right">CARRIED</p>
141-24	<p>MOVED by Councillor Tymafichuk that the Summer Village of Birch Cove ratify the letter sent to the Minister of Health and copied to MLA's Shane Getson and Martin Long, requesting the Province's assistance with doctor recruitment and retention to ensure the viability of the Onoway Regional Medical Clinic as noted in the Lac Ste. Anne County's request and template letter.</p> <p style="text-align:right">CARRIED</p>
142-24	<p>MOVED by Mayor Preston that the Canada Community Building Fund (CCBF) Memorandum of Agreement between His Majesty in Right of Alberta as represented by the Minister of Municipal Affairs and the Summer Village of Birch Cove for the period April 1st, 2024 to March 31st, 2034 be approved and execution authorized.</p> <p style="text-align:right">CARRIED</p>
143-24	<p>MOVED by Councillor Tymafichuk that the Summer Village of Birch Cove acknowledge and thank the offer of crushed concrete from the Highway 43 East Waste Commission and advise that we have no discernable use for the product in 2025.</p> <p style="text-align:right">CARRIED</p>
144-24	<p>MOVED by Councillor Tymafichuk that the 1st review of the Draft 2025 Operating and Capital Budget be accepted for information, and that Administration make changes to this Draft 2025 Operating and Capital Budget as directed at meeting time, and that a 2nd review of the updated Draft 2025 Operating and Capital budget take place at the first regular Council meeting in 2025.</p> <p style="text-align:right">CARRIED</p>
9.	
FINANCIALS 145-24	<p>MOVED by Mayor Preston that the October 31st, 2024 Income and Expense Statement be accepted for information.</p> <p style="text-align:right">CARRIED</p>

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AND VIA ZOOM

<p>10. CORRESPONDENCE 146-24</p>		<p>MOVED by Mayor Preston that the following correspondence be accepted for information:</p> <ul style="list-style-type: none"> ➤ Universal Broadband Fund and Alberta Broadband Fund call for interest ➤ Alberta Municipal Affairs letter on Carbon Tax Impact ➤ Highway 43 East Waste Commission recycling list ➤ 24DP03-41, 41 Spruce Street, demolition of existing dwelling & garage ➤ 2025 Equalized Assessment Report ➤ Local Government Fiscal Framework (LGFF) allocations ➤ Letter from Minister of Municipal Affairs outlining concerns with federal carbon tax impact ➤ Alberta Municipalities – email regarding the impact of Provincial decisions on municipal tax payers regarding Grants in Place of Property Taxes (GIPOT) ➤ Alberta Municipalities email regarding the Alberta Interim Police Advisory Board ➤ Government of Alberta – email regarding Bill 34 and the updated FOIPP Act ➤ November 6/24 advice that policing costs for small municipalities going up 39% but will be covered by the province for 2025 ➤ Municipal Musings – information newsletter on updates ➤ Lac Ste. Anne Organization Chart ➤ Alberta Beach Organizational Chart ➤ Town of Onoway – Organization Chart ➤ Alberta Municipalities – Casual Legal Article, share wisely ➤ November 14/24 - Emerging Trends in Municipal Law <p style="text-align: right;">CARRIED</p>
<p>11. COUNCILLOR REPORTS 147-24</p>		<p>MOVED by Mayor Preston that the Councillor reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>

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12.	ADMINISTRATION REPORTS 148-24	<p>MOVED by Councillor Tymafichuk that the Administration report be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>
	149-24	<p>MOVED by Councillor Tymafichuk that the next regular Council meeting be changed from January 16th, 2025 to February 20th, 2025.</p> <p style="text-align: right;">CARRIED</p>
13.	CONFIDENTIAL MATTERS	N/A
15.	ADJOURNMENT	The meeting adjourned at 6:15 p.m.

DRAFT

Mayor, Dean Preston

Chief Administrative Officer, Wendy Wildman

(5)

(2) The tax must not be imposed in respect of property that is exempt under section 351.

1994 cM-26.1 s383

Contents of special tax bylaw

384 The special tax bylaw must

- (a) state the specific service or purpose for which the bylaw is passed,
- (b) describe the area of the municipality that will benefit from the service or purpose and in which the special tax is to be imposed,
- (c) state the estimated cost of the service or purpose, and
- (d) state whether the tax rate is to be based on
 - (i) the assessment prepared in accordance with Part 9,
 - (ii) each parcel of land,
 - (iii) each unit of frontage, or
 - (iv) each unit of area,

and set the tax rate to be imposed in each case.

1994 cM-26.1 s384

Condition

385 A special tax bylaw must not be passed unless the estimated cost of the specific service or purpose for which the tax is imposed is included in the budget of the municipality as an estimated expenditure.

1994 cM-26.1 s385

Use of revenue

386(1) The revenue raised by a special tax bylaw must be applied to the specific service or purpose stated in the bylaw.

(2) If there is any excess revenue, the municipality must advertise the use to which it proposes to put the excess revenue.

1994 cM-26.1 s386

Person liable to pay special tax

387 The person liable to pay the tax imposed in accordance with a special tax bylaw is the owner of the property in respect of which the tax is imposed.

1994 cM-26.1 s387;1999 c11 s20

- (f) respecting any other matter necessary or advisable to carry out the intent and purpose of this Division.
- (2) A regulation under subsection (1) may be specific to a municipality or general in its application. 2005 c14 s14;2018 c20 s12

Division 5 Special Tax

Special tax bylaw

382(1) Each council may pass a special tax bylaw to raise revenue to pay for a specific service or purpose by imposing one or more of the following special taxes:

- (a) a waterworks tax;
- (b) a sewer tax;
- (c) a boulevard tax;
- (d) a dust treatment tax;
- (e) a paving tax;
- (f) a tax to cover the cost of repair and maintenance of roads, boulevards, sewer facilities and water facilities;
- (g) repealed 2008 cE-6.6 s55;
- (h) a tax to enable the municipality to provide incentives to health professionals to reside and practice their professions in the municipality;
- (i) a fire protection area tax;
- (j) a drainage ditch tax;
- (k) a tax to provide a supply of water for the residents of a hamlet;
- (l) a recreational services tax.

- (2) A special tax bylaw must be passed annually.
RSA 2000 cM-26 s382;2008 cE-6.6 s55

Taxable property

383(1) The special tax bylaw authorizes the council to impose the tax in respect of property in any area of the municipality that will benefit from the specific service or purpose stated in the bylaw.



Summer Village of Birch Cove Request for Decision

Meeting: Regular Council Meeting, February 20th, 2025

Title: Municipal Elections 2025 - Key Dates & Appointments

Agenda #: 8(a) – Regular Business

BACKGROUND/PROPOSAL:

2025 is a municipal election year. Under the Act, which has recently been amended, Summer Villages retain the special privileges afforded to them in terms of local elections. While Summer Villages follow step for step many of the universal rules of the Local Authorities Election Act, Section 12 and a few other notable sections provide concessions for Summer Villages – including holding elections in the summer months, elector eligibility rights, candidacy rules etc.

Although it seems early to be talking elections, we can check a few boxes off now to keep us on track with next steps and make sure we budget for the service expectation Council is seeking for the 2025 election cycle.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

The key “to dos” at this point:

- i) Appoint a Returning Office and Substitute Returning Officer
- ii) Set Nomination Date/Time/Location (must be in June or July, usually a Saturday from 10:00 a.m. to 12:00 noon)
- iii) Establish an Election Date/Time/Location (usually a Saturday, four weeks from Nomination Day, 10:00 a.m. to 7:00 p.m.)
- iv) Determine if you want an Advance Poll, and if so Date and Time for same.
- v) Determine if you want to use Special (mail-in ballots) or not
- vi) Determine what method of notification you want to use (mail or newspaper, or both)

We have usually handle the municipal election “in house” through administration staff, and we are prepared to do this again unless Council would like to change service providers. Angela Duncan is taking a lead role for the other elections handled through our office, with Diane Wannamaker and Tori Message – all experienced election workers – in support.



As for dates, and if providing election services through Wildwillow Enterprises, we have established the following dates:

Nomination Day – Saturday, June 21st, 10:00 a.m. till noon

Advance Vote (if Council so wishes) – Monday, July 14th, 2025 4:00 – 7:00 p.m.

Election Day – if required, Saturday, July 19th, 2025 10:00 a.m. – 7:00 p.m.

All the above can take place at the Cookhouse if Council so wishes – or at the Administration Office.

We usually do just mailout notices, and we do not typically use the special ballot option, but these preferences can be discussed and changed if need be.

COSTS/SOURCE OF FUNDING (if applicable):

Election Costs are covered via a reserve transfer in the election year. In the non-election years, we build up the reserve and then move the required budget for same in the election year to cover the costs. Based on current requirements and the same service level as prior years, our budget estimate for a full (contested) election is approximately \$7,000.

Hello all,

Regarding the 2025 Election Season, Wildwillow Enterprises and the Town of Stony Plain are partnering to host 2 candidate orientation sessions in the LSAC area. The purpose of these sessions will be to provide prospective candidates with relevant information regarding the nomination and election process, as well as what to expect should they be elected to Council. We plan to host these sessions in April/May with one in the Darwell area and one in the Nakamun Area, locations TBD.

I am reaching out to you to see if your municipality is interested in participating. There will be a presentation, followed by a Q & A session. The presentation will be quite general in nature, but there will certainly be parts that are geared towards summer villages. Any municipalities that would like to participate are encouraged to bring handouts with any community specific information you think is relevant (i.e.. Election dates, nomination information, etc.)

There will be a small cost to cover hall rentals, staff time, hosting expenses (food and drink), and advertising. The total cost per municipality will depend on the final expenses and the number of participating municipalities. However, I anticipate that the total cost to be split will be roughly \$2000. Each municipality would be responsible to provide their own municipal specific printed material.

Please let me know by **March 10** if your municipality would like to participate so that I can be sure to include your information in presentation materials and advertising. Also, if you are participating, please send me your nomination/election information (dates, returning officer, contact info) and community logo.

Please don't hesitate to reach out if you have any questions.

Regards,

Angela Duncan
Wildwillow Enterprises
780-967-0271

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Agenda for Spring 2025 President's Summit
March 5, 2025
Westin Hotel, 10135-100 Street NW, Edmonton
Subject to Change

Wednesday, March 5		
Time	Topic	Session Description
8:00 a.m.	Registration and Breakfast	
9:00 a.m.	Opening remarks	President Tyler Gandam to bring remarks on civility.
9:15 a.m.	Plenary: Common Ground Toolkit	<p>Common Ground Politics has been undertaking significant research into Alberta's political landscape over the past few years. The initiative includes a toolkit which builds common vocabulary for problems facing civil dialogue in politics.</p> <p>Dr. Wesley will speak to the Common Ground Toolkit and how to effectively use the kit in local government. ABmunis is a supporting partner of the Common Ground initiative.</p>
10:15 a.m.	Break	
10:30 a.m.	Breakout session: From Discord to Harmony: Mastering Conflict in Local Government	<p>Municipal elected officials often face conflicts in decision-making and interpersonal dynamics.</p> <p>This session will explore practical strategies for managing disagreements, fostering collaboration, and maintaining professional relationships in the face of political tension. Participants will gain tools for effective communication, conflict resolution, and navigating reactions in real time.</p>
10:30 a.m.	Breakout session: Promoting a civil social media landscape	<p>Social media plays a key role in political discourse and has been blamed for degradation in community conversations and abuse of elected officials and staff.</p> <p>Join our speakers to gain insight into developing strategies to help manage social media and how current elected officials are engaging and utilizing AI.</p> <p>This session will bring key take-aways to shaping a more positive political environment.</p>
12:00 p.m.	Lunch	

1:00 p.m.	Plenary – Canadian Barometers Project	<p>The Canadian Barometers research partnership focuses on understanding and improving municipal democracy by routinely surveying local elected officials on their experience with abuse and their level of satisfaction in the role.</p> <p>The plenary will dive into preliminary insights into their more recent survey and the ways in which this data helps support community leaders.</p>
1:20 p.m.	Plenary – Harassment in the Council Chamber and Workplace	<p>Municipal councillors are facing increased levels of harassment both in and outside of council chambers. Due to the unique nature of their role, they are not protected under workplace laws in the same way as a municipal employee. It is also challenging to hold councilors accountable should they create an unsafe workplace for municipal staff.</p> <p>This session will feature legal, law and policy perspectives on harassment in the municipal workplace.</p>
2:20p.m.	Break	
2:30 p.m.	Breakout sessions: Looking after yourself and your colleagues	<p>Leaders are often called on to support others, but they also need to look after themselves.</p> <p>This session will focus on concrete ways to care for yourself and others during times of difficulty.</p>
2:30 p.m.	Breakout Session: Acting in the moment: How, when and why	<p>This session aims to help participants identify harm that happens in their workplaces and council activities, and considerations for addressing that harm in real-time or after the fact.</p> <p>Through practical tools and discussions, participants will gain confidence in being a positive bystander, helping to prevent harm and fostering a culture of accountability and respect in their communities.</p>
4:00 p.m.	Break	
4:15 p.m.	Preparing Alberta's Future Municipal Leaders	<p>A session focused on the realities of running for municipal office. This panel will feature unique perspectives including:</p> <ul style="list-style-type: none"> - Living through tumultuous times at the council level - Choosing to run for council during difficult transitions - Hiring a new CAO and developing a relationship
4:45 p.m.	Closing remarks	

Agenda for Spring 2025 Municipal Leaders' Caucus
March 6 and 7, 2025
Westin Hotel, 10135-100 Street NW, Edmonton
Subject to Change

Thursday, March 6	
8:30 a.m.	Registration and Breakfast/CAO Breakfast
9:30 a.m.	President's Opening Remarks and Transition from President's Summit
9:45 a.m.	Minister of Municipal Affairs' Remarks
10:00 a.m.	Update from Federation of Canadian Municipalities
10:05 a.m.	Break
10:20 a.m.	Plenary Session on Water
11:20 a.m.	Plenary Session on Resources for Municipal Election
11:50 a.m.	Opposition Leader's Remarks
12:00 p.m.	Lunch
1:00 p.m.	Municipal Breakout Sessions: <ul style="list-style-type: none"> • Cities • Towns • Villages & Summer Villages – (healthcare to be one topic among other interactive discussions)
2:20 p.m.	Premier's Remarks
2:35 p.m.	Ministers Dialogue Session I
3:35 p.m.	Break
3:45 p.m.	Ministers Dialogue Session II
4:45 p.m.	Closing Remarks
5:00 - 6:30 p.m.	Ministers' Reception sponsored by RMRF

Friday, March 7	
8:00 a.m.	Registration and Breakfast
9:00 a.m.	Plenary Session on Municipal Finance Research Project
9:25 a.m.	Plenary Session on Resolutions
9:50 a.m.	Requests for Decision
10:05 a.m.	President's Report and Update from AMSC
10:30 a.m.	Break
10:45 a.m.	Plenary Session on Policing
11:45 a.m.	Closing Remarks and Lunch to Go

Subject **Re: Peace Officer Services**
From <cao@birchcove.ca>
To <wendy@wildwillowenterprises.com>
Date 2025-01-06 10:24



Good Morning Mr. Guy,

Thank you for your email. I will bring this request up at the Council meeting scheduled for Jan. 16th and will be in touch further to that.

Thanks again for reaching out.

Diane Wannamaker

Administration

On 2024-12-26 22:05, Shae Guy wrote:

Good evening,

I'm reaching out as I noticed that the SV of Birch Cove doesn't have any Peace Officer services available to residents. I'm wondering if there's any interest in accessing contracted Peace Officer services?

Seeing as the summer village is basically along our County border, I would like to explore the possibility of providing a service on a "pay as you go" basis. Meaning, the village would pay only for the services they access/require. Of course, this could be discussed at length if there is interest.

Please let me know if this is something of interest and I will speak with my CAO to put together a proposal and have further discussion.

Sincerely,

Shae Guy

Community Peace Officer

County of Barrhead No. 11

5306-49 St, Barrhead AB T7N 1N6

(780) 674-3331

Please Note:

This message is only intended for the use of the individual or entity to which it is addressed and may contain information that is privileged, and exempt from disclosure. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us by telephone (780) 674-3331 or electronically by return message, and delete or destroy all copies of this communication. Thank you.

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Summer Village of Birch Cove

Council Reimbursement Policy

#1-08

Approved by Council April 19, 2008

Policy Statement

The Summer Village of Birch Cove would like to provide Council members with a written statement explaining how Council members are reimbursed for per diem meeting expenses, auto expenses and out of pocket expenses.

Reason for Policy

The Summer Village of Birch Cove currently reimburses Council members on a monthly basis and would like to change this to a per diem basis to apply a more equitable manner in which each Council member is reimbursed.

Related Information

The Summer Village of Birch Cove has a number of Committees, Boards, Authorities, Commissions, Agencies, and Associations on which Council members sit. The appointments are set by Council. The meeting rates also apply to these as well as Council meetings.

Where a Board or Commission reimburses its members, the Summer Village of Birch Cove will not reimburse the Councillor.

Reimbursement:

- All Meetings up to 4 hours: \$ 75.00
- Meetings from 4 to 8 hours: \$150.00
- Daily rate: \$150.00
- Automobile rates: .45 per kilometer
- Expenses: at par and must be supported with receipts

All reimbursement requests must be made on the Expense Claim Form

This Policy is to become effective April 19, 2008



Summer Village of Birch Cove

Council Policy

Number	Title			
C-COU-REM-1	Council Remuneration & Expense Reimbursement			
Approval	Approved		Last Revised	
(CAO initials)	Resolution No:		Resolution No:	
	Date:		Date:	

Policy Statement:

The Summer Village of Birch Cove would like to provide Council members with a written statement explaining how Council members, Administrators, Staff and Contractors are reimbursed for per diem meeting expenses, auto expenses and out of pocket expenses.

Reasons for Policy:

- The Summer Village of Birch Cove has a number of Committees, Boards, Authorities, Commissions, Agencies and Associations on which Council members sit. The appointments are set by Council. The meeting rates also apply to these as well as Council meetings.
- Where a Board or Commission reimburses its' members, the Summer Village of Birch Cove will not reimburse the Councillor.
- Councillors, Administrators, Staff and Contractors also may have occasion to spend money on behalf of the Village and require reimbursement for those approved expenses.

Definitions:

- **Meetings:** All meetings Council Members attend representing the Summer Village in an official capacity including Council Meetings and Boards, Authorities, Commissions, Agencies and Associations on which they are appointed and any other meetings or events which are approved by Council. Only Council Members may claim for meetings. Claim amount is per Schedule "A" attached to this Policy.
- **Claim for Kilometers:** Any claims for expenses must include receipts and indicate specifically what the expense is for. If the expense is for meals, the receipt must indicate who was there and the reason for the expense. Claim amount is per Schedule "A" attached to this Policy.

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Summer Village of Birch Cove Council Policy

Schedule "A"

Honorariums:

- All meetings or activities related to Summer Village business up to 8 hours \$150.00
- Webinars, Virtual Meetings and Conference Calls \$ 50.00/hour
(maximum charge per Webinar/Virtual meetings, conference calls \$150.00)
- Daily meeting rate \$150.00
- Automobile Rates \$ 0.70/km
*to be set at the CRA rate annually at the organizational meeting.

In the event of consecutive meetings payment will revert to the hours.

Incidental Expenses (i.e. accommodations/meals/parking etc.)

- Incidental Expenses Reimbursed at Actual Cost

Revisions:

Resolution Number	MM/DD/YY

DRAFT

17

'Quite alarming': Red Deer fire chief taking grim survey results to national stage

"I am hopeful they will hear us and they will see in the data, not to be an alarmist, that we do have to implement and we have to invest differently in the fire service in Canada than we have in the past. And if we do not, unfortunately, we've got some very, very dire situations"

Author of the article:

Jackie Carmichael

Published Dec 02, 2024 • Last updated 2 days ago • 6 minute read

According to Alberta Municipalities, provincial funding for infrastructure, including municipal fleets, decreased to \$154 per person in 2024 from \$424 per Albertan in 2011, while the province's population burgeoned and welcomed population increases.

Article content

A lack of preparedness for wildfire, threats to municipal fire insurance, and steep spikes posed by aging fire equipment are top of mind for Ken McMullen, the president of the Canadian Fire Chiefs Association. With newly beefed-up data from the annual nationwide fire census in hand, the Red Deer fire chief is headed to Ottawa this week to plead for a national fire administration.

About one-fifth of the nation's 3,248 fire departments participated in the census, which sampled departments in proportion to their place in Canada's demographics.

Fire safety, the homeless cousin

Canada's fire sector has components in 14 divisions of the federal government. "Nobody really wants to own fire in its entirety — not like our colleagues in police, who naturally sit under justice, and our colleagues in paramedicine, who naturally fit under health. "Fire has always been that cousin that didn't have a home specifically," McMullen said in an interview with Postmedia. Over the years, politicians have asked for more data from the association in order to restore the Joint Emergency Preparedness Program (JEPP), he said.

The fire census found nine in 10 fire departments have had some involvement in wildfire response in the past year, yet only half had the required equipment to meet the needs for wildfire season. More than half of the firefighters surveyed don't have wildland structure protection training. Half the departments lack wildfire-specific equipment and materials to deal with wildfire threats. In half the departments, the fire chief or deputy chief is the designated emergency management leader for the jurisdiction.

"The challenge with data is, now that we have it, it can be quite bold and it can be quite direct, and it can be quite alarming," he said. The association acknowledged it's not the federal government's job to purchase equipment for fire departments. "It is however the federal government's job to ensure leadership on national issues and that Canada continues to thrive. A cost-shared JEPP program between the federal government, provinces, and municipalities would help address this issue and would also bring economies of scale rather than pockets of investments by different levels of government," McMullen said.

In 2024, four major emergency events in Canada resulted in \$7.7 billion in insurance loss, exceeding the total budgets of all fire departments in Canada by nearly \$2 billion. A national wildfire administration would provide a solution to co-ordination issues such as the ones that were identified in Jasper, said McMullen, who was one of four incident commanders there in the summer of 2024. A National Fire Administration could co-ordinate between Canada's local fire departments, the majority of which are involved in emergency management and have federal priorities from housing to zero emissions technologies, wildfire, explosives, and transportation between fire departments and wildfire agencies, McMullen said.

Additionally, the association said that Canada needs to restimulate the investment in equipment and training, which would have implications for insurance rates, fire protection ratings, housing, new types of fires, and safety. A modernized version of the JEPP would be a cost-shared program intended to encourage reinvestment in equipment and stimulate economies of scale, McMullen said. "I'm in a position where I need to share the honest truth about the state of the fire service in Canada. And it's like so many things when we just believe that it'll repair itself, or we believe that miraculously, wildfires aren't going to happen anymore—it's just naive." McMullen said he's nervous about sitting down with federal officials in Ottawa this week. "I am hopeful they will hear us and they will see in the data, not to be an alarmist, that we do have to implement and we have to invest differently in the fire service in Canada than we have in the past. And if we do not, unfortunately, we've got some very, very dire situations," he said.

Aging equipment

Aging equipment from larger departments is frequently dispersed at a bargain rate among smaller and volunteer departments around the province, who may in turn spend resources on maintenance, upkeep, and repair. However, larger departments are holding onto their aging equipment longer, which may further affect the disparity. "I think it's appropriate to identify our First Nations communities who are likely in that boat where a majority of their communities do not have the same level of equipment as some of our bigger, more lucrative municipalities," McMullen said. A national fire administration would help with that, he said. "And quite frankly, it will sound bold, but all Canadians should be protected to the same level, not based on where you choose to live," he said.

As reported by Postmedia in April 2024, municipalities get money to fund infrastructure from the federal government's Canada Community Building Fund and from the provincial government through the Local Government Fiscal Framework, supplemented by borrowing and cash reserves. According to Alberta Municipalities, provincial funding for infrastructure, including municipal fleets, decreased to \$154 per person in 2024 from \$424 per Albertan in 2011, while the province's population burgeoned and welcomed population increases.

More than half of the departments have deferred equipment purchases. The number of departments with hoses more than 15 years old has spiked from five per cent to more than half. Sixty per cent of departments have pumper trucks older than 15 years old. About half the departments surveyed need new trucks. "The fact is, when a fire truck in a municipality that used to cost a million dollars now costs \$2.3 million, you just can't make up for that in a matter of a year or two." When municipalities budget for replacing equipment, they budget for a 10-year replacement cycle, typically calculating in three- to five per cent for inflation annually, he said. "To see it in two years jump about 33 per cent, no municipality was prepared for that and, unfortunately, that's just the reality based on supply and demand," McMullen said. Conversely, there's a lack of emergency resources to support housing development. Almost 70 per cent of urban centres reported significant new housing starts, yet only 17 per cent have any additional firefighting resources to meet the growth. "We're asking the federal government to lead a national reinvestment in fire and emergency preparedness equipment," says Keri Martens, vice president at the Canadian Fire Chiefs Association and the fire chief in Banff.

“The return of a modernized Joint Emergency Prepared Program will create incentives for provinces, territories, and local governments to secure an economy of effort on this crucial pursuit.”

Municipal insurance ratings at risk

The Insurance Bureau of Canada’s annual survey probes a municipality’s fire readiness. The CFCA fire census survey asked municipalities if their insurance rating had been impacted in the last year as a result of aging equipment or lack of training or not enough individuals to respond. “Forty-four per cent of our communities have indicated that they have had some change within their insurance rating, within their own municipality,” McMullen said, adding fire protection is only as strong as the individual department’s ability to deal with the threat of fire, one property at a time. “This reality of municipalities starting to indicate some drops in their insurance levels didn’t happen overnight. This takes a long time to get to the place where you’ve worked with your insurance raters, and they certainly indicated that they’re seeing a trend in equipment not being replaced at the same rate as it used to, and the training is not fully up to standards in some municipalities,” he said.

Also, new on the radar is an increase in the number of fires involving lithium-ion batteries.

Canada had more than 800 fires from electric vehicles and other lithium-ion battery fires, and regulations over explosives are “disjointed,” the CFCA found.

Canadian fire departments responded to more than two million calls in 2024.

Lacombe County rejects fire response refund

Man charged \$3,000 for response after mistaken structure fire report

A Lacombe County man must pay a \$3,000 bill to cover firefighter response.

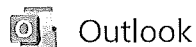
Brandon Williams was burning construction waste in the yard of his home just north of Lacombe last July when someone who believed a building was on fire called the fire department. Lacombe and Bentley firefighters showed up and discovered there was no structure fire. The smoke spotted by a passerby came from wood waste being burned in a large steel container. Four Lacombe Fire Department vehicles, including a command vehicle, and a tender from Bentley responded to the fire call. Blackfalds was dispatched but called off quickly after the fire commander on scene saw that only a small contained fire was involved. Three of the on-scene vehicles were also sent back to the station.

A few weeks later, Williams received a bill for \$2,995, including \$2,370 for Lacombe Fire Department's response and \$625 for the Bentley tender and firefighters. Lacombe County was involved, nearly \$920 for Blackfalds' fire response as well. Although the truck never left the station, about a dozen firefighters had responded to the call and showed up at the hall.

Given that the Blackfalds firefighters were not needed and called off right away, Lacombe County did not charge Williams the \$920. After Williams unsuccessfully appealed to the City of Lacombe and Lacombe County to have the invoice charges dropped or reduced he went before county council to argue his case two weeks ago. He requested that he only be billed for the two vehicles that remained on scene to douse his fire, which had been illegal because a fire restriction was in place. A report to council from county manager Tim Timmons recommended the fire response charges not be waived or reduced further. Besides waiving the Blackfalds charge, the county opted not to fine Williams for the illegal fire. "Though the number of fire department units that responded to the fire was not warranted for degree of firefighting involved, based on the fire being reported as structure fire, the appropriate number of units were in fact dispatched and attended the scene," said Timmons in a report to council.

"Ultimately, if Mr. Williams did not initiate the burn there would have been no need for a fire department response." Council unanimously rejected the request that the fire response bill be reduced. In arguing his case, Williams had told council the fire restriction information on the county website was unclear and he did not realize his fire was not allowed. That argument got some sympathy from Coun. Brenda Knight on Thursday. While fire bans are well understood by county residents, fire restrictions have some confused about what is allowed and what is prohibited, she said. "I'm not saying we give leeway here. But many times I've been asked what does a fire restriction mean."

Knight suggested the county just stick to an outright fire ban when needed and do away with fire restrictions.



Alberta Municipalities' Friday News - December 6, 2024

From Alberta Municipalities <communications@abmunis.ca>

Date Fri 2024-12-06 4:17 PM

To

[View this email in your browser](#)



Friday News

December 6, 2024

ABmunis in the News

The Government of Alberta will reduce photo radar sites by 70% and restrict their use to playgrounds, school zones, and construction sites starting April 1, 2025. A news release from the province says municipalities will be able to request additional photo radar sites "on an exceptional basis" for high-collision areas. Alberta Municipalities president Tyler Gandam said the proposed approval process for new sites means more red tape for municipalities.

Assessment & Taxation

Clive village council began discussing its 2025 interim budget, which proposes no property tax increase and a 14% increase to water bills.

Cochrane town council approved what it calls an "inflation budget" for 2025, which comes with a 2.63% tax increase.

Jasper council is considering a 4.9% tax increase for 2024, contingent on adjustments to financial stabilization reserves and awaiting confirmation of provincial recovery funding following a devastating wildfire. The council is advocating for the provincial government to



waive a mandatory 10% contribution to the Disaster Recovery Program, as the town faces significant financial challenges, including a \$9.3-million revenue shortfall projected between 2025 and 2027.

Leduc city council approved the 2025 operating and capital budgets with a 3.5% tax increase, significantly lower than the initially forecasted 5.9%, while maintaining city services and introducing enhancements, such as more on-demand transit and a full-time free summer parks program. The capital budget includes \$33.9 million for projects like a new fire hall and community amenities, with utility charges also seeing slight increases.

Lethbridge city administration recommended that council add 2.24% to the existing 5.1% proposed tax increase to cover operational costs for the Lethbridge & District Exhibition in 2025. The recommendation comes amid major financial concerns related to the exhibition's construction and operation of the Agri-Food Hub and Trade Centre.

Olds town council was presented with a draft base operating budget for 2025, balanced at \$34,994,901, which so far calls for no tax increases. Council aims to finalize the budget on Dec. 9.

St. Albert city council approved the 2025 budget, along with a 3.6% tax increase, 0.8% lower than originally proposed. Of the increase, 0.4% is due to Bill 20, and additional costs associated with next year's election.

Diversity & Inclusion

Barrhead residents voted 57% in favour of council passing a "neutral space bylaw" that would ban the display of political, social, and religious symbols on municipal land. Council said it would pass the bylaw and begin removing symbols, including a Pride crosswalk, a Royal Canadian Legion flag, and a Treaty 6 flag. Barrhead Neutrality, which organized the petition that brought the bylaw before council, says it was inspired by Westlock, which passed a similar bylaw last February.

Economic Development & Tourism

Canmore town council approved a business licence fee increase for the first time in nearly a decade, despite opposition from the Canadian Federation of Independent Business, which said it could hurt small businesses. The new fees, which will range from \$150 to \$600 depending on business type, are expected to generate an additional \$85,000 in revenue annually.

Sylvan Lake has a new celebrity, a Holstein bull named Magnum, which is regularly seen on the town's streets and in a Tim Hortons drive-thru. The bull's owner, Kelly Landry,

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bought Magnum for meat but later trained him to be ridden with a modified saddle.

Red Deer city council approved the Downtown Business Association's 2025 budget of \$297,000, with a portion funded by a 7% increase in the Business Improvement Area (BIA) levy. The DBA, with support from the city, aims to foster a vibrant downtown through services and programs that align with community priorities.

The Regional Municipality of Wood Buffalo unanimously approved a bid to host the Alberta 55 Plus Summer Games in 2027. If successful, it would be the first time the games have been held in Wood Buffalo since 2003.

Spruce Grove set a record for construction permits in the third quarter of 2024, with a value of more than \$109 million.

Education

The City of Chestermere announced it has finalized a Municipal Service Review agreement for a new high school site in Chelsea and Dawson's Landing, with subdivision endorsement expected soon.

Energy

Airdrie city council has endorsed the Town of Cochrane's application for a \$200,000 grant from the Alberta Community Partnership-Intermunicipal Collaboration to fund a feasibility study for a waste-to-energy facility. This initiative, which Cochrane has been exploring for 18 months, aims to assess the viability of converting waste into energy to enhance regional waste management and energy generation.

The Town of Canmore received a report that presents options for making new buildings more energy efficient. The report also found provincial legislation to be a major barrier to green building, and Alberta municipalities are limited to incentive-based or educational tools to promote energy efficiency.

Crowsnest Pass council is moving forward with plans for ethical metallurgical coal extraction after a plebiscite showed 72% public support, focusing on the potential annexation of Ranchlands, where the mine is proposed. Council discussed the mine's implications for regional growth, infrastructure, and economic benefits, and it plans to seek legal advice on annexation steps.

The Narwhal published a two-part series on opposition to wind energy in Kneehill County. Part one explores sentiments, ideas, and politics surrounding the issue. Part two focuses on opposition to the proposed Lone Pine wind farm.

24

Medicine Hat city council is expediting the analysis of a KPMG report that suggests creating an independent corporation to manage the city's power utility, aiming for a decision before the final 2025-26 budget debate on Dec. 16. A special council meeting is scheduled to discuss the report, which offers options like maintaining the status quo, establishing an independent rate review board, or forming a municipally controlled corporation, while advising against an outright sale.

Mountain View County has approved an option for E3 Lithium to purchase land at the former Dyck Gravel Pit for its Clearwater Project's Central Processing Facility, which aims to develop Western Canada's first commercial lithium facility. The county plans to collaborate with E3 on infrastructure and regulatory compliance, with the Alberta Energy Regulator overseeing the lithium extraction process.

Environment

Jasper Mayor Richard Ireland delivered the opening keynote speech at the inaugural Alberta First Responders' Mental Health Conference. Ireland's speech focused on insights gained during the Jasper wildfire about the need for mental health support for first responders.

The Town of Ponoka Waste Transfer Station received the 2024 Collection Site Award of Excellence from the Alberta Recycling Management Authority.

St. Albert has decided to retain control of recycling instead of handing operations to a third party when new provincial rules come into effect in April. The decision will maintain the status quo for residents and could result in reduced utility rates.

Sundre town council invited a representative from Sundre Forest Products to attend an upcoming meeting to discuss the company's forest management plan. Although council expressed confidence in the plan, it is interested in specific issues concerning water and handling local fires.

Infrastructure & Transportation

Airdrie city council is considering three borrowing bylaws to fund major municipal projects in 2025: construction on the Southwest Recreation Centre, upgrades to sanitation infrastructure, and buying essential fire department equipment and vehicles. Council also approved an application to the provincial government's Local Growth and Sustainability Grant.

The Town of Banff is actively pursuing its strategic goal of increasing housing availability. It plans to issue 150 development permits by spring and use \$4.66 million from the federal

25

Housing Accelerator Fund to support this effort. Key initiatives include land use bylaw amendments, an accessory dwelling incentive program, and a \$41-million affordable housing project, aiming for at least 240 new units by 2027.

Big Valley council received a comprehensive 360-page report on the municipality's infrastructure, which CAO Colleen Mayne said is a good reference document as the village starts work on the interim 2025 budget.

The Town of Canmore and developers appealing the town's off-site levy bylaw both made final written arguments, which leaves the decision in the hands of a three-person Land and Property Rights Tribunal (LPRT) panel. The town is asking for its 2024 bylaw to remain valid, stating in a letter that it would take a couple of months to fix errors. The town's lawyer asked the LPRT to direct Canmore to remove more than \$30 million in projects from the bylaw, which the town admitted were unnecessary.

The City of Cold Lake is updating its Transportation Master Plan as it prepares for the population to double in the next 25 years. Council received a presentation on the updated plan, which recommends expanding Highway 28, adding on-demand transit options, and filling gaps in pedestrian networks.

Intergovernmental Affairs

Central Alberta First, an economic growth coalition with seven municipal members, recently invited business owners and entrepreneurs to join, with plans to invite learning institutions as well. The coalition was developed out of the Town of Olds' Business Retention, Expansion, and Workforce Development initiative, which aims to create a strong business environment while attracting investment and talent, a news release says.

Foothills County Reeve Delilah Miller said she supports the provincial government's decision to make Calgary Metropolitan Region Board membership voluntary. Foothills County has pushed for changes to the mandatory membership model since it was created, saying the board's growth plan doesn't align with rural needs. Without changes to the growth plan, the county "most likely will vote to leave," Miller said.

Municipal Governance

Big Valley village council approved a resolution to meet with a consultant next year for strategic planning for the next three to five years.

Canmore town council approved a new medical, family caregiver, and compassionate care leave policy for elected officials; aiming to support council members during personal emergencies, and encourage more candidates to run for office.



Cypress County has hired Al Hoggan as CAO, effective Jan. 6. He will replace Tarolyn Aaserud, who left the position in August to become Medicine Hat's city clerk. Hoggan has worked as CAO at various Alberta municipalities since 2013.

First-term Didsbury town councillor Ethan Williams has resigned to pursue professional opportunities in British Columbia. Former councillor Joyce McCoy resigned in September. The five remaining council members, who still have quorum, voted against a byelection to replace Williams.

Leduc city council approved new advertising bylaws, under which the city no longer needs to advertise and share information in the local newspaper, *The Leduc Representative*. Instead, administration will share statutory notices, special council meetings, public hearings, and bylaw changes through digital means.

Morinville town council has terminated CAO Naleen Narayan without cause and appointed an interim CAO. Narayan became CAO in September 2022.

Olds town council debated adding two new full-time positions: a human resources support role, and a third municipal enforcement officer, with no final decision reached. The proposed staffing increase, which would cost \$210,000 in 2025, is part of an effort to address gaps identified in an organizational review.

During budget deliberations, Sundre town council approved giving full-time hours to the municipality's bylaw officer, who previously worked three days a week.

Taber town council decided not to pursue becoming Alberta's 20th city after feedback from residents indicated a "strong preference" for remaining a town. In a news release, the town pointed to "pride in Taber's small-town character, and strong sense of community." Taber's official population in 2023 was 9,671.

Safe & Healthy Communities

Athabasca town council voted unanimously to maintain current speed limits after a survey showed 87% of residents preferred to keep them unchanged. Council discussed the potential change in the summer after Coun. Jon LeMessurier shared a University of Alberta study, which highlighted the benefits of reducing speeds from 50 km/h to 40 km/h.

Coronation town council approved a \$100,000 request from the Paintearth Economic Partnership Society to buy equipment for a new veterinary service in the community. The proposed service, focused on large animal care, would reduce long-distance travel for veterinary services.

Didsbury council approved a \$267,867 operating grant for the Didsbury Municipal Library.

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for 2025, compared to a \$262,156 contribution last year. The library is seeing increased service usage across metrics like program attendance, items borrowed, and public computer use, library administration said.

The Town of Didsbury has introduced a 24-hour complaint line for residents to report non-emergency issues to the municipal enforcement department. Enforcement officers have been actively engaging with the community through various activities, including school zone monitoring and participating in local events.

The City of Grande Prairie is implementing a new health care strategy that features incentives, a task force, and an ambassador program aimed at attracting and retaining healthcare professionals.

Red Deer council approved zoning bylaw amendments needed for the provincial government and Recovery Alberta. Mayor Ken Johnston said the amendments were needed so the Government of Alberta could proceed with addictions recovery and homelessness plans in the city's downtown.

Sylvan Lake town council approved an off-highway vehicle (OHV) bylaw, which sets rules on when and where OHVs are permitted.

[What's going on right now? Read our news releases here!](#)

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AR117417

December 5, 2024

Dear Chief Administrative Officers, Appointed Assessors, and Industry Associations,

The 2024 Assessment Year Modifiers (AYMs) have been calculated and are detailed below. Since the assessment models are not updated annually, AYM's serve as a cost index, adjusting the assessment values of regulated properties each year. Separate AYM's are calculated for each property type.

The previous method for calculating AYM's was viewed as unclear and difficult to validate, creating challenges for stakeholders in managing tax planning due to unpredictable fluctuations in property values. As part of the Assessment Model Review (AMR) process, stakeholders have expressed a preference for a methodology that is consistent in its formulation, uniformly applied across all property types, transparent about the data sources used, and balanced between accuracy and predictability. It should be noted that the selected indices, including the weightings, will undergo further review to ensure they remain appropriate during the model reviews of each property type.

The updated methodology detail is attached and has been used to calculate the AYM's for this year.

2024 AYM Summary

Cost increases in the 2024 AYM's are reflected in the indices used and generally mirror current inflationary trends seen across the economic landscape.

Property Type	2023 Assessment Year AYM	2024 Proposed AYM	Percent Change 2023 to 2024 Assessment Years
Wells	1.576	1.659	5.29%
Pipelines	1.062	1.112	4.74%
Electric power	1.715	1.808	5.40%
Telecommunication carriers	1.341	1.406	4.85%
Cable distribution undertakings	1.620	1.699	4.85%
Machinery and equipment	1.596	1.682	5.36%
Railway property	1.807	1.895	4.88%
Farm Land			
Dry Arable	1.000	1.000	0%
Dry Pasture	1.000	1.000	0%
Irrigated Arable	1.030	1.030	0%
Woodlots	1.000	1.000	0%

The AYM's will be official once approved and published later this year in the 2024 Minister's Guidelines for Linear Property, Machinery and Equipment, Railway, and Farm Land.

If you have questions, please contact the Assessment and Property Tax Policy unit at 780-422-1377 or by email at ma.aptp@gov.ab.ca.

Sincerely,

Ethan Bayne
Assistant Deputy Minister

Attachment

Assessment Year Modifiers (AYMs)

Update to the Methodology

Background

Since assessment models are not updated annually, AYM's serve as a cost index, adjusting the assessment values of regulated properties each year. Separate AYM's are calculated for each property type. The previous method for calculating AYM's was viewed as unclear and difficult to validate, creating challenges for stakeholders in managing tax planning due to unpredictable fluctuations in property values.

As part of the Assessment Model Review (AMR) process, stakeholders have expressed a preference for a methodology that is consistent in its formulation, uniformly applied across all property types, transparent about the data sources used and balanced between accuracy and predictability.

Overview

Existing Methodology

The previous methodology for calculating AYM's, which annually adjusts regulated property assessments, has been modified based on feedback from stakeholders. Many expressed concerns about the complexity of the current process, the potential for significant fluctuations due to historical trends, and the lack of transparency in the calculation approach, which incorporated proprietary data.

New Methodology

The new methodology reflects the discussions of the AMR Steering Committee, which highlighted stakeholder concerns regarding the clarity and reliability of the current process. Stakeholders noted difficulties in understanding how cost changes are calculated, challenges in validating construction cost data, and the impact of fluctuating values on tax planning. The revised methodology aims to address these concerns by introducing a more consistent, transparent, and predictable approach to AYM's.

Key Changes in the New Methodology

The updated methodology introduces several important changes. It incorporates Statistics Canada indices for four primary cost categories and also includes a 3-year rolling average to reduce volatility and ensure stable year-over-year changes. The cost categories include:

- **Labour** (Index 18-10-0140-01): Construction union wage rate index for the Edmonton area.
- **Construction Equipment** (Index 18-10-0279-01): Rental and leasing services price index for construction equipment
- **Bulks Material** (Index 18-10-0266-01): Industrial Product Price Index (IPPI) for various material categories and
- **Major Equipment** (Index 18-10-0270-01): Machinery and Equipment price index (MEPI).

At a high level the methodology calculates cost changes extracted from the indices with an appropriate weighting applied for each property type and index (as shown in the table below). The total change for each property type is calculated for the current and two previous years and then averaged to provide the current construction cost change that is used to calculate the current year AYM.

Primary Cost Category	Index	Pipeline Weights	Wells Weights	M&E Weights	EPP Weights	Telecom Weights	Rail Weights
Labour	18-10-0140-01	45%	10%	45%	40%	35%	30%
Construction Equipment	18-10-0279-01	22%	32%	7%	12%	27%	32%
Bulks Material	18-10-0266-01	33%	58%	15%	15%	38%	38%
Major Equipment	18-10-0270-01	0%	0%	33%	33%	0%	0%
TOTAL		100%	100%	100%	100%	100%	100%

Next Steps

Beginning in 2025, the new methodology for calculating AYM will be applied using publicly available Statistics Canada data and an updated method that ensures smoother and more stable year to year changes. AYM in the 2024 Minister's Guidelines for linear, railway, and machinery and equipment will be calculated using this methodology and are expected to be available in December 2025. The selected Statistics Canada indices, including the weightings, will undergo further review to ensure they remain appropriate during the model reviews of each property type.

Stakeholders can follow the progress of the AMR on the Regulated Property Assessment Model Engagement website at [Assessment Model Review engagement | Alberta.ca](https://www.alberta.ca/assessment-model-review-engagement)

For inquiries during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at ma.amr@gov.ab.ca.



Association of
SUMMER VILLAGES
OF ALBERTA

2024 Year in Review - Newsletter

As the year comes to an end it's time to review the work ASVA has done on behalf of you, our members, and celebrate our accomplishments. It's been another busy year for ASVA. We hosted a very successful conference again this year. Our members commented that the educational sessions were some of the best they ever attended.

We continued to engage with government officials including Ministers, MLAs, and government staff. The relationships we have built over the years have been important to the successes we have experienced in advocating on your behalf. We discussed a wide range of topics that are important to you. The list is long and includes items such as electricity prices, golf carts, FCSS, supports for Seniors and vulnerable Albertans, LGFF, CCBF, Asset Management, Water and Wastewater Systems, and LAEA.

Below are summaries of the items that ASVA believes are the most important to members. There is also a peek into what we will be working on in 2025. The list is not exhaustive and we look forward to providing updates throughout the upcoming year.

Golf Carts

The Government of Alberta reacted positively and quickly to the Summer Village resolution to allow golf carts to operate legally on municipal roads. They have implemented a pilot project and we are very pleased that they took a minimalist approach to setting the rules for golf cart use. If you are interested, more information can be found here; <https://www.alberta.ca/golf-carts-on-public-roads>. One of the first steps is to have a bylaw approved by Alberta Transportation and Economic Corridors. The ASVA website has two examples of golf cart bylaws that have been approved through the process. Please feel free to use them.

Education Property Tax - retaining more funding for local priorities

ASVA presented a proposal to lower the Education Property Tax requisition to Minister McIver and Municipal Affairs. This reduction would benefit all municipalities and enable them to utilize the freed-up tax space for their infrastructure needs. The proposal aligns well with the Minister's mandate letter.

The advantages of the ASVA proposal are:

1. The cost of this proposal is \$200 million. It is 20 percent of what has been proposed by others. ABmunis and RMA proposed a \$1B increase to the LGFF pot and an ABmunis member resolution proposed to reduce the Education Property Tax by \$1B.
2. All municipalities would have their Education Property Tax requisition reduced creating tax space for them to step into,



Association of
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3. For municipalities with a population of 2500 or less, i.e. 60 percent of Alberta municipalities, it is a more efficient and effective method of putting money in their hands than increasing the size of the LGFF pot, and
4. 40 percent of Alberta municipalities would pay nothing and not have any Education Property Tax requisition.

After reviewing the ASVA proposal, Minister McIver responded that “the Government of Alberta is willing to explore innovative approaches that can support long-term success for Albertans and municipalities. Municipal Affairs will examine the ASVA proposal in further detail as we continue to explore ways to better support local infrastructure and service delivery.” Minister McIver thanked ASVA for sharing our proposal with him. He concluded by saying, “I appreciate the association’s initiative and commitment to supporting the communities you represent.”

LGFF Time Limit to Use Allocated Funds

At the recent ASVA Conference, members expressed concerns with the current rule on the Time Limit to Use LGFF Funds, being that funds can only be carried forward for five years. ASVA members would like to see this time limit increased to ten years. In addition, members expressed a desire to have Borrowing Costs returned to the list of eligible expenses for LGFF. If implemented, both items would have a positive impact on a Summer Village’s ability to complete large infrastructure projects. Both of these upgrades to LGFF rules were brought to the attention of Minister McIver and discussed.

After reviewing the ASVA proposal, Minister McIver responded that he “appreciated ASVA’s efforts to help our members make use of LGFF funding.” He went on to say, “Municipal Affairs is not considering any changes to the LGFF Capital program at this time.” However, he appreciated the ASVA’s perspective on spending time limits and borrowing costs and will take this into consideration if a program review takes place in the future. He concluded by saying, “Thank you again for sharing your feedback on the LGFF Capital program.”

IT Security Services

At the Annual Conference, one of the educational sessions highlighted the need for a robust IT security system and identified that many Summer Villages might lack that level of security. The attendees suggested that ASVA do further research into what might be available for Summer Villages, on a Summer Village budget. The ASVA is in discussion on a couple of options and when we have finalized those offerings, we will communicate them to you.

Municipal Census Regulation – Summer Villages and Temporary Residents

The new Municipal Census Regulation allows municipalities to conduct their own census. There would be two reasons for doing that; 1) if you believe your Federal census count is low, therefore reducing the amount of government grant funds you receive, or 2) a desire to understand how many people



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overnight in a Summer Village on the busiest weekends of the year. The regulation would allow you to ask that question and the answer could provide valuable information for infrastructure or emergency response plans. If you want to complete a 2025 census, you must let Municipal Affairs know by February 28, 2025. The ASVA is available to help you understand the benefits of doing a census.

Elected Official Orientation Training

Recent changes to the MGA identified a need to update how Elected Official orientation training is provided and the timelines to do so. Since 2025 is an election year, your Administration will need to manage the changes and ASVA is working with others to help provide support for your Administration.

Orientation training is now a two-part process with specific timelines for each part. Part 1 of the training needs to be delivered before the first Organizational meeting and Part 2 can be deferred, by Council resolution, to 90 days after the election. ASVA is working with others to create a Part 1 orientation handbook that could be cost-effectively delivered by your Administration. Stay tuned for more information on this topic.

CAO Focus Group Sessions

In 2025, the ASVA will host a series of virtual CAO Focus Group sessions. The sessions are meant to provide a forum where CAOs can learn and discuss the issues that are important to them. It will provide an opportunity to network with other Summer Village CAOs. The ASVA will be reaching out to CAOs early in the new year to gather a list of topics for these sessions.

Final Thoughts

The coming year is an election year. For those who are not running again, thank you for everything you have done to serve your communities. For those running again, thank you for your continued dedication and the ASVA looks forward to doing what we can to help you serve your Summer Village.

The ASVA will be looking for new Board Members in September. If you are interested, please contact me or your local area representative to get a better understanding of what we do and the time commitment of serving on the ASVA Board.

As we all look forward to a new year, the ASVA wants to thank all of you for your continued support. We must all stick together as a larger voice gets more recognition. If you have any questions, suggestions, or comments, please, never hesitate to call or email our Executive Director, Kathy Krawchuk at 780-236-5456 or execdirector@asva.ca or info@asva.ca

Warmest Regards.
Mike Pashak
President, ASVA

Alberta Municipalities appoints new CEO

From Tyler Gandam <president@abmunis.ca>

Date Thu 2024-12-12 4:22 PM

To



ANNOUNCEMENT: Alberta Municipalities appoints Dana Mackie as new CEO

Alberta Municipalities' Board of Directors is pleased to announce the appointment of Dana Mackie as the association's new Chief Executive Officer. His appointment takes effect on January 2, 2025, when CEO Dan Rude retires.

Dana is an accomplished public policy executive who joins ABmunis from the Government of Alberta, where he worked for nearly 20 years in numerous sectors, including economic development, social services, environment and land management, climate change, and post-secondary education. He brings more than a decade of advocacy and intergovernmental relations experience to his new role. Dana holds a Bachelor of Arts degree in international relations from the University of Calgary, and a Master of Business Administration degree from the University of Alberta.

"Dana is a highly experienced visionary leader who is dedicated to making Alberta a better place," said President Tyler Gandam. "We look forward to him leading Alberta Municipalities into its next chapter as a prominent organization dedicated to supporting our members in their community-building efforts."

"I'm honoured to have been chosen to lead the association's deeply talented, dedicated and hard-working

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team of professionals,” said incoming CEO Dana Mackie. “I’m excited to step into this pivotal role to serve communities and non-profit organizations across Alberta.”

Please join us in welcoming Dana to Alberta Municipalities!

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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HAPPY HOLIDAYS!

From everyone at MPS, we wish a very happy and safe holiday season for you and your community!

In 2024, MPS was very pleased to have Shauna France join our team full time as a planner. Shauna began working with MPS in 2023 as a planning intern while completing her studies at the University of Alberta. Joining Shauna on our planning team this year are Carley Weeks and Marina Guintchitskaia, both graduates of the University of Alberta's planning program. MPS was also excited to add Kat Lavery to our team this fall as a subdivision/development clerk. Our new staff are excited to meet and serve our wonderful clients; collectively, they are responsible for a 400% increase in Christmas decorations in our office.

We look forward to another year of working alongside the many hardworking Councillors and Municipal Administrators that make your communities great places to live and invest in. For your Administrations, we are one call, email, or Zoom/Team's click away for help and assistance with any subdivision, development, or planning questions you may have. We are happy to provide 'Planning 101' training for Councils, Administrations, SDAB, and MPC members to help further your understanding of planning and development processes, and support you in implementing new/updated plans and Land Use Bylaws.

For the holiday season, please note that **our office will be closed beginning at noon on Friday, December 20, 2024. We will be reopening Monday, January 6, 2024,** for our regular business hours.

We are pleased to again be holding a nomination contest for charities in your communities; when we return from our holiday break in January, we will draw three charities at random for a donation. Please nominate a deserving charity in your community to Shelly at s.barrett@munplan.ab.ca before January 10, 2025. Since 2020, we've been happy to make donations to the following organizations on our clients' behalf:

Barrhead FCSS Food Bank
Bon Accord & Gibbons Food Bank
Wetaskiwin Search and Rescue
Westlock Food Bank

Tofield-Ryley Food Bank
Tofield & Area Health Services Foundation
Flagstaff Food Bank
Redwater Food Bank

Bruderheim School Playground
Viking Health Foundation
Wainwright Food Bank

We have enjoyed working with so many of you this past year on major projects and specific subdivision and development matters in your communities. In 2025, we look forward to completing projects that incorporate legislative changes, improve climate resilience, incorporate watershed planning best practices, address new and emerging development trends, and increase application/process transparency.

Please accept our best wishes for you and your families during this holiday season and in the year to come!

Jane Dauphinee | Principal & Senior Planner

Carley Weeks | Planner

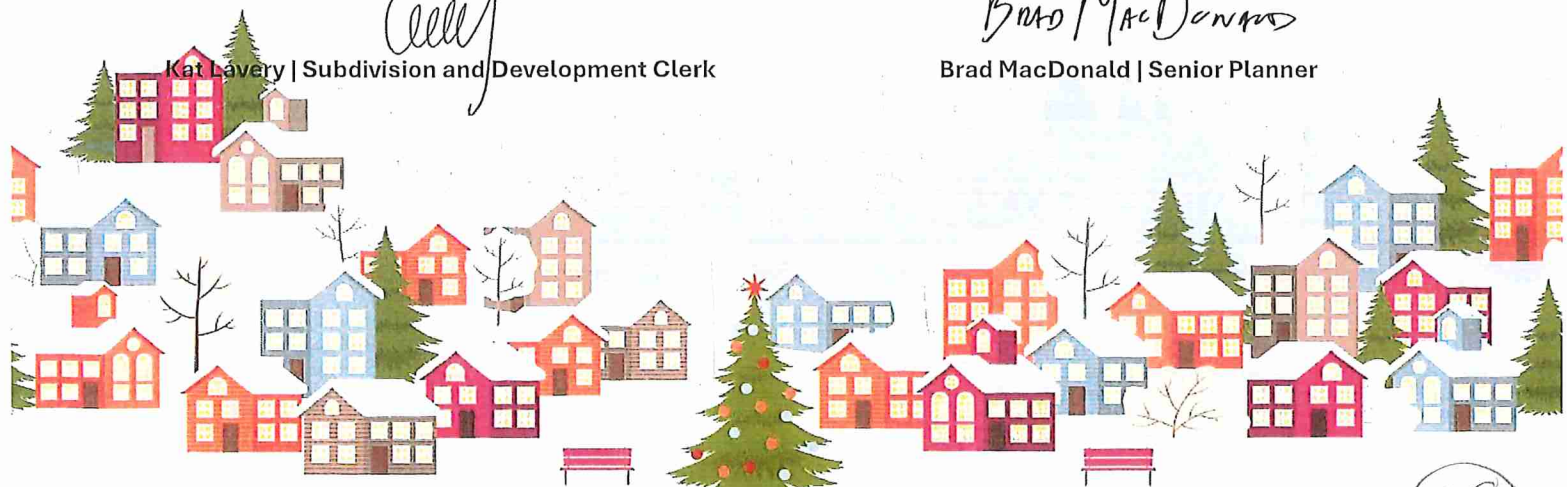
Shauna France | Planner

Shelly Barrett | Officer Administrator

Marina Guintchitskaia | Planner

Kat Lavery | Subdivision and Development Clerk

Brad MacDonald | Senior Planner





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

MINISTERIAL ORDER NO. MAG:006/24

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 359.3(2) of the *Municipal Government Act* and Section 310.1(2) of the Lloydminster Charter, make the following order:

The property tax rate for the 2024 Designated Industrial property requisition shall be \$0.0765 per \$1,000.00 of Designated Industrial property assessment.

Dated at Edmonton, Alberta, this 25 day of March, 2024.

Ric McIver
Minister of Municipal Affairs

2024 Designated Industrial Property Requisition Tax Rate

Quick Facts

Highlights - 2024 Designated Industrial property tax requisition

The province is requisitioning \$15 million in Designated Industrial (DI) property taxes from DI property owners, through a separate tax rate applied to every DI property owner's municipal tax notice.

How is the DI property tax rate/requisition determined?

The DI property uniform tax rate is determined by the total cost incurred by the Assessment Services Branch to prepare the assessment divided by the total provincial DI property assessment (including Linear Property).

The 2024 DI property uniform tax rate is \$0.0765 per \$1,000 of DI property assessment.

This uniform tax rate is applied as a separate line item to each DI property owner's tax notice by each municipality.

Example: $((25,000,000 \times 0.0765)/1,000) = \$1,913.00$

Payment of DI property requisition by municipalities

Municipalities collect DI property taxes from DI property owners, including Linear Property, to pay the requisitions. Municipalities are required to remit payment of the requisition to the Assessment Services Branch 30 days after the due date for municipal taxes. This includes amounts resulting from amendments/revisions or supplementary assessments.

How are over/underpayments handled?

If DI property assessments change as a result of amendments or revisions to DI property assessments, and if this results in an over- or underpayment scenario, a year-end reconciliation notice will be sent. If this is not paid, an adjustment will be made to the following year's requisition, payable by the municipality. The uniform rate set by the Minister must be the rate applied to each property owner's tax notice.

How is machinery & equipment exempt from taxation handled?

Only taxable DI property is subject to the DI requisition. If machinery and equipment has been exempted from taxation by a municipality under Sections 364.1 of the *Municipal Government Act*, it is not subject to the DI Property Requisition Tax Rate.

Does the DI requisition apply to Grant in Place of Taxes (GIPOT) properties?

GIPOT properties are not subject to the DI requisition tax rate.

How are uncollectable requisitions being handled, such as bankruptcies or receiverships?

The Provincial Education Requisition Credit/DI Requisition Credit Guidelines outline the procedures related to uncollectables and can be found at the link below:

open.alberta.ca/publications/property-tax-credit-guidelines-perc-dirc

Small balance requisitions

If the annual total requisition payable by a municipality is less than \$1,000, the DI tax rate must still be applied to the DI property owner's tax notice, but there will be no requirement to remit it to the province.

Where to send payments?

Payment should be made payable to:

Mailed to:
The Government of Alberta
Municipal Affairs
Attention: Ken Anderson
Manager, Finance & Administration
Assessment Services Branch
15th Floor Commerce Place
10155-102 Street
Edmonton, AB T5J 4L



Municipal Assessment & Grants Division
Assessment Services Branch
 15th floor, Commerce Place
 10155 - 102 Street
 Edmonton, Alberta T5J 4L4
 Canada
 Telephone: 780-422-1377
www.alberta.ca

January 23, 2025

Ms. Wendy Wildman
 Chief Administrative Officer
 Summer Village of Birch Cove (0384)
 Box 8
 Alberta Beach, AB T0E 0A0

Email: cao@birchcove.ca

Dear Ms. Wildman:

RE: 2024 tax year end balances for the provincial assessment roll(s)

This letter is to confirm your municipality's 2024 tax year provincial assessment roll for designated industrial (DI) property. The attached table confirms the DI property assessments, by property class, for the 2024 tax year as of December 31, 2024.

This information is provided to assist with your annual financial audit. Please provide a copy of this letter and attached table to your auditor as it will eliminate the need of requesting this information from the provincial assessor's office. It should be noted that these numbers could change in the future as per any outstanding Land and Property Rights Tribunal or the Courts of Alberta action(s).

2024 tax year provincial assessment roll

Balance summary:	Taxable	Exempt	GIPOT*	School	Excluded
Provincial Assessment Roll	57,380	0	0	0	0
Provincial Supplementary Assessment Roll	0	0	0	0	0

* GIPOT = Grant in place of tax

If you have any questions or require additional information, please contact Claire Pemberton-Pigott, Assessment Technician, at 780-422-8887, for toll free, dial 780-310-0000 then after the prompt, enter 780-422-8887, or by email at claire.pemberton-pigott@gov.ab.ca.

Sincerely,

Michael Minard, AMAA, P.App, AACI
 Provincial Assessor
 Assessment Services Branch

Attachment: Summer Village of Birch Cove's 2024 tax year provincial assessment roll(s) balance details

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Summer Village of Birch Cove (0384)

2024 tax year provincial designated industrial property assessment roll(s) balance as of December 31, 2024.

Assessed Designated Industrial Property

as per the <i>Municipal Government Act</i> section 297(1)		Taxable
Class 1	Residential (Buildings, Structures & Land).....	0
Class 2	Non-Residential	
	Cable Distribution Undertakings.....	0
	Electric Power Systems	50,910
	Electric Power Generation	0
	Telecommunication Carriers	6,470
	Pipelines	0
	Gas Distribution	0
	Wells	0
	Rail.....	0
	Buildings, Structures & Land.....	0
Class 3	Farm Land.....	0
Class 4	Machinery & Equipment.....	0
Provincial assessment roll balance		57,380

Supplementary Designated Industrial Property

as per the <i>Municipal Government Act</i> section 297(1)		Taxable
Class 1	Residential (Buildings, Structures & Land).....	0
Class 2	Non-Residential	
	Cable Distribution Undertakings.....	0
	Electric Power Systems	0
	Electric Power Generation	0
	Telecommunication Carriers	0
	Pipelines	0
	Gas Distribution	0
	Wells	0
	Rail.....	0
	Buildings, Structures & Land.....	0
Class 3	Farm land.....	0
Class 4	Machinery & Equipment.....	0
Provincial supplementary assessment roll balance		0

January 24, 2025

Wendy Wildman
Chief Administrative Officer
Summer Village of Birch Cove
Box 8
Alberta Beach, AB T0E 0A0

Dear Chief Administrative Officer:

Subject: 2024 Tax Year – Reconciled Designated Industrial (DI) Property Requisition

Attached is the “2024 Tax Year Reconciled DI Property Tax Requisition Notice” for your municipality. Adjustments in your requisition may be a result of changes in the DI property assessments in your municipality due to a correction, omission, Land and Property Rights Tribunal decision, or a supplementary assessment.

The 2024 uniform tax rate for all DI property assessment is \$0.0765 per \$1,000 of DI property assessment as per Ministerial Order 006/24. All taxable DI property is subject to the requisition, and only “Machinery and Equipment” exempted from taxation by a municipality in their Municipal Tax Rate Bylaw under section 364(1.1) of the *Municipal Government Act* is not subject to the DI property requisition tax rate.

Unpaid balances or credit balances from the 2024 tax year will appear on the “2025 Tax Year DI Property Tax Requisition Notice” when issued. If your municipality’s 2024 requisition was less than \$1,000 and was cancelled, any residual balance for 2024 as a result of an amendment will also be cancelled.

Also included is an Electronic Funds Transfer (EFT) / Wire Deposit form to allow you to remit your requisition payment through direct deposit. Please follow the instructions included to use this option.

Any questions can be directed to Ken Anderson, Manager, Finance and Administration at (780) 427-8962 or email at ken.anderson@gov.ab.ca.

Sincerely,


Victoria Bachmann
Executive Director
Assessment Services Branch
Attachments

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Alberta Municipal Affairs
2024 Tax Year Reconciled Designated Industrial (DI) Property Requisition Notice

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Municipal Code: 0384
Municipality: Summer Village of Birch Cove
 Box 8
 Alberta Beach, AB
 T0E 0A0

Notice Date: January 24, 2025
Tax Year: 2024
Due Date: Upon Receipt
Ministerial Order: MAG:006/24
Tax Rate³: 0.0765 per \$1,000

PLEASE MAKE CHEQUES PAYABLE TO GOVERNMENT OF ALBERTA
 AND MAIL TO:

Alberta Municipal Affairs
 Assessment Services Branch
 15th Floor Commerce Place
 10155 - 102 Street NW
 Edmonton AB T5J 4L4
 Canada

THIS DOCUMENT IS ISSUED BY:

Alberta Municipal Affairs
 Assessment Services Branch
 15th Floor Commerce Place
 10155 - 102 Street NW
 Edmonton AB T5J 4L4
 Canada
 Ph: 780-422-1377

Remittance Balance from Previous Years	2023 AY* DI Property Assessment	2024 DI Property Tax Requisition	2023 AY Amended DI Property Assessment	2024 Reconciled DI Property Tax Requisition	Government Policy Credit	LPRT/Court Decision Credits Previous Years	2024 Remittance Credits	Balance on Requisition
\$0.00	57,380	\$4.39	57,380	\$4.39	\$4.39			\$0.00

- Notes:**
- 2023 AY* = 2023 Assessment Year
 - All taxable designated industrial property is subject to the requisition.
 - 2024 tax rate is per \$1,000.00 of Designated Industrial (DI) Property Assessment
 - The tax rate set by the Minister must be the rate applied. **Do not adjust the rate.**
 - Machinery and equipment exempted from taxation by municipal bylaw under Section 364(1.1) of the Municipal Government Act is not subject to the DI Requisition.
 - Properties, where GIPOT is paid, are not subject to the DI Requisition.
 - Government Policy Credit reflects: 2024 requisitions under \$1000 canceled, and/or Designated Industrial Requisition Credit (DIRC).
 - If the annual DI Property Tax Requisition is less than \$1,000 for a municipality, there will be no requirement to remit payment, but it still must be applied to the DI property owners' tax bill.
 - LPRT/Court Decisions Credits Previous Years: reflects reduction in the DI Requisition owing due to decision affecting previous years assessments and therefore the DI requisition.
 - A minus (-) symbol in the "Balance on Requisition" box indicates a credit balance.

Good morning Diane,

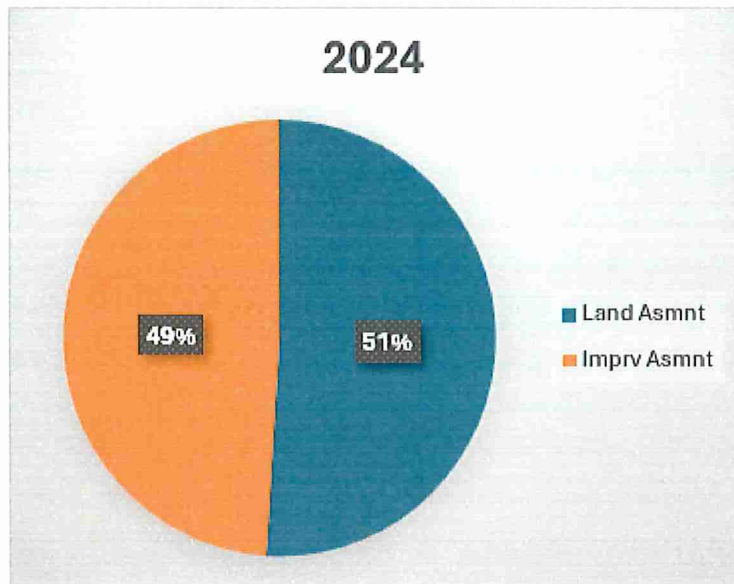
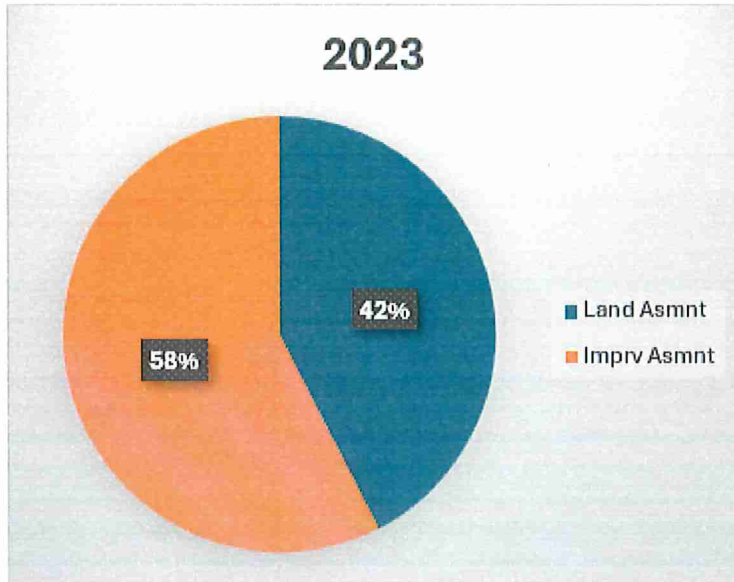
I wanted to touch base before we finalize any assessments. The overall 2024 increase for Birch Cove is **3,370,950**. This figure jumped out at me, so I dug deeper. Two things caused the increase in assessment 1) recent sales; & 2) correcting a number of assessments.

I've compared the 2023 versus the 2024 assessments below – split by exempt and taxable.

Tax Liability	2023			2024		
	Land Asmnt	Imprv Asmnt	Total Asmnt	Land Asmnt	Imprv Asmnt	Total Asmnt
E	409,760	71,770	481,530	950,540	80,990	1,031,530
T2	6,141,730	8,813,810	14,955,540	8,644,940	9,131,550	17,776,490
	6,551,490	8,885,580	15,437,070	9,595,480	9,212,540	18,808,020

Much of the market increase is found the land valuation. For 2024 the land assessment is a much larger portion of the assessments in Birch Cove. Previously it was only 42%. For 2024 it's up to 51%. The charts below reflect both exempt and taxable assessments.

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The majority of the shifting is found in the exempt accounts. Exempt accounts overall are increasing 53%. The taxable accounts are only increasing 16%.

		Land Asmnt	Imprv Asmnt	Total Asmnt	
Exempt (E)	2023	409,760	71,770	481,530	
	2024	950,540	80,990	1,031,530	53%
	<i>diff</i>	540,780	9,220	550,000	
Taxable (T2)	2023	6,141,730	8,813,810	14,955,540	
	2024	8,644,940	9,131,550	17,776,490	16%
	<i>diff</i>	2,503,210	317,740	2,820,950	

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Overall – because *all* the assessments are increasing a mill rate adjustment should cushion the sticker shock some ratepayers may have. The majority of the assessments increased between 0 to 40%. I've attached an excel sheet providing an outline both the 2023 and 2024 assessments if you'd like to review.

When you have a chance – drop me a line if with any questions or concerns – otherwise we're ready to declare the 2024 assessment roll.

Best,



masg.ca



Travis Horne, AMAA, MAS, AIMA, CRA PApp, LAAS

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From: cao@birchcove.ca <cao@birchcove.ca>

Sent: February 4, 2025 1:39 PM

To: Travis Horne, AMAA, MAS, AIMA, CRA PApp, LAAS <Travis.Horne@masg.ca>

Subject: Re: Summer Village of Birch Cove - Previous Assessment Report Request

Importance: High

Hi Travis, does this help you at all? If not, I will keep digging. Thanks.

Diane

On 2025-02-04 11:50, Travis Horne, AMAA, MAS, AIMA, CRA PApp, LAAS wrote:

Good morning Diane,

We're working on the new assessments for 2024 (2025 tax year). Because we had to import the data manually from the previous assessor – a number of CAMA lot reporting

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