

SUMMER VILLAGE OF BIRCH COVE AGENDA

Wednesday, October 14th, 2026
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)	October 14 th , 2026 Regular Council Meeting <i>(that Council approve as is or as amended)</i>
3.	<u>Minutes:</u> <i>Pages 1-7</i> <i>Pages 8-11</i>	a) b)	August 20 th , 2026 Organizational Meeting Minutes <i>(approve as presented or with amendments)</i> August 20 th , 2026 Regular Council Meeting Minutes <i>(approve as presented or with amendments)</i>
4.	<u>Public Hearings:</u>		N/A
5.	<u>Delegations/</u> <u>Appointments:</u>		N/A
6.	<u>Business Arising:</u>	a)	Council has directed that surveying and mulching of trails in the Summer Village of Birch Cove be undertaken with consideration for emergency access and egress, with cost to be covered by available grant funding if approved. - Mulching \$4,000 - \$4,500 - Surveying \$7,000 - Land Titles Searches and Encroachment Agreements (if required) \$1,000 for a total of \$12,500 <i>(that the surveying and mulching of trails in the Summer Village of Birch Cove be undertaken with consideration for emergency access and egress, for a cost of \$12,500 to be funded by available grant funding, upon project grant funding approval)</i> <i>(some other direction as given by Council at meeting time)</i>

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7.	<u>Bylaws & Policies</u>	a)	N/A
8.	<u>New Business:</u>	a)	2027 Interim Operating Budget, each year Council must pass an Interim Operating Budget until such time as the final operating and capital budget is passed. <i>(that an Interim 2027 Operating Budget be passed at ½ the 2026 Approved Operating Budget and that this Interim 2027 Operating Budget cease to have any force and effect once the 2027 Operating Budget is approved)</i> Or <i>(some other direction as given by Council at meeting time)</i>
		b)	Lac Ste. Anne County – Invitation to the Regional Municipalities meeting on Friday, October 23rd, 2026 at the Alberta Beach Senior's Center. <i>(that Council authorize the attendance of Council and Administration to the Regional Municipalities meeting on Friday, October 23rd, 2026 at the Alberta Beach Senior's Center)</i>
	<i>Pages 12-21</i>	c)	Heartland Training & Support Hub, formerly the Farm Safety Center, is requesting consideration of a \$500 contribution (or other amount) towards Safety Smarts delivery in 2026-2027. The attached letter answers commonly asked questions about Safety Smart, the participating schools supported in Lac Ste. Anne County and outlines what the program is addressing. West Cove has supported this initiative in past years. <i>(that the Summer Village of Birch Cove provide a contribution of _____ towards the Heartland Training & Support Hub for Safety Smarts delivery in 2026/2027)</i> or <i>(that the information provided by Heartland Training & Support Hub be accepted for information)</i> Or <i>(some other direction as given by Council at meeting time)</i>

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	Pages 22-38	d)	Block Captain Roles, Functions & Responsibilities and Follow Up: Block Captain Orientation & Tabletop Exercise – Director of Emergency Management, Renee Jackson has provided a comprehensive copy of the roles and functions of a Block Captain as well as a follow up of the Block Captain orientation and table top exercise that took place on September 26th, 2026. This is great information for everyone to become familiar with. <i>(that Council accept the Block Captain Functions & Responsibilities as well as the Block Captain Orientation & Tabletop Exercise which took place on September 26th, 2026 for information)</i> Or <i>(some other direction as given by Council at meeting time)</i>
	Pages 39-58	e)	Draft Asset Management Plan 2026 – the Draft 2026 Asset Management Plan that was undertaken by Matthewson & Co. in conjunction with Administration has been provided. Administration has worked through the steps required, have completed the Levels of Service Worksheet, has drafted the Asset Management Policy (which Council has approved). The Draft Plan has now been provided to Council for review and approval. Please note that this is a basic level document and that a more comprehensive plan will be provided through our partnership with the Alberta Community Partnership (ACP) Regional Asset and Land Management Strategy project grant. <i>(that Council approve the 2026 Draft Asset Management Plan provided by Matthewson & Co. as presented)</i> <i>(some other direction as given by Council at meeting time)</i>
9.	<u>Financial</u> Forwarded under separate cover	a)	Income and Expense Statement – September 30th, 2026 and Bank Balances as at September 30th, 2026. <i>(that the September 30th, 2026 Income and Expense Statement and the September 30th, 2026 Bank Balances, be accepted for information)</i>

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10	<u>Correspondence</u> <i>Pages 59</i>	a)	Alberta Summer Villages Association (ASVA) - 2026 Annual Report
	<i>Pages 60-76</i>	b)	Alberta Summer Villages Association (ASVA) – Sept. 30/26 National Police Federation Response Call to Action
	<i>Pages 77-78</i>	c)	Alberta Summer Villages Association – Sept. 18/26 – Important announcement from Municipal Data Sharing Partnership (AMDSP) – this document contains important information re: Next Generation 9-1-1 (NG9-1-1)
	<i>Pages 79-102</i>	d)	Alberta Municipalities (ABMunis) – Sept. 21/26 Insurance Risk Services, semi-annual review – 2026 review of Summer Village of Birch Cove service.
	<i>Pages 103-121</i>	e)	Yellowhead Regional Library (YRL) – September 20/26 – Draft 2027 Budget
	<i>Page 122</i>	f)	Government of Alberta, Victoria Bachman, Assistant Deputy Minister, Municipal Assessment and Grants – Oct. 6/26 – Government Fiscal Framework (LGFF) and Community Spending Streams
	<i>Page 123</i>	g)	Seniuk & Marcato – changes to public sector accounting for 2027 and how municipalities prepare and present their financial statements webinar scheduled for November 18 th , 2026
11	<u>Council Reports</u>	a) b) c)	Mayor Deputy Mayor Councillor <i>(that the Council Reports be accepted as presented)</i>
12	<u>CAO Report</u>	a) b) c) d)	To Do List, August 20 th , 2026 Website Presentation Update ICF – meeting with County update CAO Contract <i>(that the CAO report be accepted as presented)</i>

**SUMMER VILLAGE OF BIRCH COVE
AGENDA**

**Wednesday, October 14th, 2026
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13	<u>Confidential Items/Closed Meeting</u>	a)	N/A
14	<u>Adjournment</u>		

October 16th & 17th, 2026 – Alberta Summer Village Association 2026 Conference
November 7th, 2026 – SVLSACE Meeting
November 19th, 2026 – Regular Council Meeting

SUMMER VILLAGE OF BIRCH COVE
ORGANIZATIONAL COUNCIL MEETING MINUTES
AUGUST 20TH, 2026 AT 4:00 P.M.
SUMMER VILLAGE ADMINISTRATION OFFICE
2317 TOWNSHIP ROAD 545, LAC STE. ANNE COUNTY & VIA ZOOM

	PRESENT	Councillor: Dean Preston Councillor: Eugene Dugan Councillor: Jan Tschudin Administration: Wendy Wildman, CAO (regrets) Executive Assistant: Diane Wannamaker Executive Assistant: Sandra Schneidmiller (Commissioner for Oaths) Public attendance (in person): 2
1.	CALL TO ORDER	Executive Assistant, Diane Wannamaker called the meeting to order at 4:00 p.m.
2.	AGENDA 70-26	MOVED by Councillor Dugan that the agenda for the August 20th, 2026 Organizational Meeting be approved as presented. CARRIED
3.	ELECTION (MAYOR) 71-26	Executive Assistant Diane Wannamaker called for nominations for the Office of the Mayor of the Summer Village of Birch Cove; Deputy Mayor Tschudin nominated Eugene Dugan Executive Assistant Wannnamaker called for nominations for the Office of Mayor a second time; Executive Assistant Wannamaker called for nominations for the Office of Mayor a third time; MOVED by Deputy Mayor Tschudin that nominations for the Office of Mayor cease. CARRIED Councillor Dugan was declared elected to the Office of Mayor and took the Oath of Office and assumed the Chair.
4..	ELECTION (DEPUTY MAYOR)	Mayor Dugan called for nominations for the Office of Deputy Mayor of the Summer Village of Birch Cove; Councillor Dugan nominated Councillor Tschudin

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	72-26	Mayor Dugan called for nominations for the Office of Deputy Mayor a second time; Mayor Dugan called for nominations for the Office of Deputy Mayor a third time; MOVED by Mayor Dugan that nominations for the Office of Deputy Mayor cease. CARRIED Councillor Tschudin was declared elected by acclamation to the Office of the Deputy Mayor and took the Oath of Office. Sandra Schneidmiller Ms. Schneidmiller left the meeting at 4:10 p.m.
5.	CONFIRMATION OF COMMITTEE APPOINTMENTS 73-26	MOVED by Deputy Mayor Tschudin that the following Council committee and external appointments be confirmed: a) Highway 43 East Waste Commission: Representative: Mayor Dugan b) Summer Villages Regional Emergency Management Partnership (SVREMP): Representative Councillor Preston c) Summer Villages of Lac Ste. Anne County East: all of Council may attend, Voting Representative Councillor Preston, First Alternate Voting Representative is Deputy Mayor Tschudin, Second Alternate Voting Representative is Mayor Dugan d) Intermunicipal Collaboration Framework Committee – Deputy Mayor Tschudin CARRIED
6.	SIGNING AUTHORITY 74-26	MOVED by Mayor Preston that Council confirm the signing authority to include all of Council (Mayor Dugan, Deputy Mayor Tschudin and Councillor Preston and for Administration, the Chief Administrative Officer

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		(Diane Wannamaker), with two signatures required on all financial instruments with one signature required from any member of Council and one signature required from Administration. CARRIED
7.	BANKING AUTHORITY 75-26	MOVED by Mayor Dugan that Council confirm the Alberta Treasury Branch (ATB Financial) as banking authority for the Summer Village of Birch Cove. CARRIED
8.	ADMINISTRATION 76-26	MOVED by Mayor Dugan that Council confirm Wildwillow Enterprises Inc. as administration services provider to the Summer Village of Birch Cove. CARRIED
9.	CAO APPOINTMENT 77-26	MOVED by Mayor Preston that Council confirm Diane Wannamaker as Chief Administrative Officer for the Summer Village of Birch Cove. CARRIED
10.	MEETING DATES 78-26	MOVED by Mayor Dugan that Council confirm that the meeting date for regular Council meetings be established as the third Thursday of every second month starting at 4:00 p.m., hosted in the municipal office board room, 2317 Township Road 545 in Lac Ste. Anne County in Alberta; and further that teleconferencing be deemed an acceptable format of holding a meeting and that any changes of a meeting date or calling of a special meeting is to be posted on the website as an appropriate form of notification. CARRIED
11.	OFFICE LOCATION 79-26	MOVED by Mayor Dugan that Council confirm the location of the municipal office for the Summer Village of Birch Cove as 2317 Township Road 545 in Lac Ste. Anne County, Alberta. CARRIED

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12.	FINANCIAL OFFICER 80-26	MOVED by Mayor Dugan that Council confirm the appointment of Shelley Vaughan as Financial Officer as a designated officer for the Summer Village of Birch Cove. CARRIED
13.	CONFIRMATION OF AUDITOR APPOINTMENT 81-26	MOVED by Mayor Dugan that Council confirm the appointment of the firm Seniuk and Marcato as auditors for the Summer Village of Birch Cove for 2026. CARRIED
14.	SOLICITOR 82-26	MOVED by Mayor Dugan that Council confirm the engagement of Patriot Law Group (Onoway) to the appointment of municipal solicitor for the Summer Village of Birch Cove. CARRIED
15.	ASSESSOR 83-26	MOVED by Mayor Dugan that Council confirm the engagement of Municipal Assessment Services Group and the appointment of Travis Horne as municipal assessor, a designated officer position for the Summer Village of Birch Cove. CARRIED
16.	ASSESSMENT REVIEW BOARD 84-26	MOVED by Mayor Dugan that Council confirm the engagement of Capital Regional Assessment Services Commission as Assessment Review Board services provider (Local and Composite), Board Panelists be confirmed as: Gerryl Amarin as Assessment Review Board Clerk, a designated officer position for the Summer Village of Birch Cove; Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meir and Raymond Ralph as certified panelists; and Richard Ralph the Designated Chair for the Assessment Review Board for 2026. CARRIED

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17.	ATI & POP COORDINATOR 85-26	MOVED by Mayor Dugan that Council confirm the appointment of Chief Administrative Officer Diane Wannamaker as the Access to Information and Protection of Privacy Coordinator for the Summer Village of Birch Cove. CARRIED
18 – 23.	LEGISLATIVE 86-26 87-26 88-26	MOVED Mayor Dugan that Council has received and here now reviewed, the following Bylaw and Policies: Bylaw 174-26, being the duly passed Procedural Bylaw Policy C-COU-PAR-1, being the duly passed Public Participation Policy Remuneration Policy CARRIED MOVED by Councillor Dugan that Council acknowledges they have received and here now reviewed Part 6 of the <i>Municipal Government Act</i>, specifically the list of Performance of Major Administrative Duties of the municipality. CARRIED MOVED by Councillor Dugan that Council acknowledges it has access at any time to review municipal plans, policies, bylaws, budgets, audited financial statement, agendas and minutes via the municipal website. CARRIED
24.	DEVELOPMENT & SUBDIVISION AND DEVELOPMENT APPEAL BOARD 89-26	MOVED by Mayor Dugan that Council confirms the appointment of Tony Sonnleitner as Development Officer for the Summer Village of Birch Cove, being in part the Development Authority, as provided for under the Land Use Bylaw #170-25, being also a designated officer position for the Summer Village of Birch Cove. CARRIED

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	90-26	MOVED by Mayor Dugan that Council confirm Milestone Municipal Services as Subdivision and Development Appeal Board services provider and the appointment of Emily House, Janet Zaplotinsky and Cathy McCartney as Subdivision and Development Appeal Board Clerks, as designed officer positions for the Summer Village of Birch Cove. CARRIED
	91-26	MOVED by Mayor Dugan that Council appoint and confirm the following pool of individuals (as provided through agreement with the Subdivision and Development Appeal Board services provider): Denis Meier Rainbow Williams John Roznicki Chris Zaplotinsky Tony Siegel Jamie-Lee Kraley Jason Shewchuk John McIvor Angela Duncan CARRIED
	92-26	MOVED by Mayor Dugan that Council confirm the engagement of Municipal Planning Services as municipal planning services provider and the appointment of Jane Dauphinee as Planning Officer, a designated officer position for the Summer Village of Birch Cove. CARRIED
	93-26	MOVED by Mayor Dugan that Council confirms Superior Safety Codes as designated Safety Code Providers and appoint Safety Code Officers as Designated Officers. CARRIED
25. – 28	EMERGENCY, COMMUNITY AND ENFORCEMENT 94-26	MOVED by Mayor Dugan that Council confirms the engagement of the Town of Barrhead Fire Services as Fire Protection services provider for Birch Cove; confirm Fire Chief Gary Hove as Fire Chief, respective of the terms of the service agreement and subsequent supplementary aid agreements and further acknowledge that Lac Ste. Anne County fire services department be acknowledged as primary mutual aid partner for fire services in the municipality. CARRIED

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	95-26	MOVED by Mayor Dugan that Council confirm the appointment of Renee Jackson as the local Municipal Director of Emergency Management for the Summer Village of Birch Cove. CARRIED
	96-26	MOVED by Mayor Dugan that Council confirm the appointment of Jerry Haukental as the local Municipal Deputy Director of Emergency Management for the Summer Village of Birch Cove. CARRIED
	97-26	MOVED by Mayor Dugan that Council confirm the appointment of Stephen Wright as the Regional Director of Emergency Management for the membership of the Ste. Anne Regional Emergency Management Commission, including the Summer Village of Birch Cove. CARRIED
26.	ADJOURNMENT	The meeting adjourned at 4:14 p.m.

Mayor, Eugene Dugan

Chief Administrative Officer, Diane Wannamaker

SUMMER VILLAGE OF BIRCH COVE
REGULAR COUNCIL MEETING MINUTES

THURSDAY, AUGUST 20TH, 2026

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

	PRESENT:	Mayor: Eugene Dugan Deputy Mayor: Jan Tschudin Councillor: Dean Preston Administration: Diane Wannamaker, Chief Administrative Officer Public at Large: 2 Public on Zoom: 1
1.	CALL TO ORDER	Mayor Dugan called the meeting to order at 4:15 p.m.
2.	AGENDA 98-26	MOVED by Mayor Dugan that the August 20th, 2026 Regular Council Meeting agenda be approved with the following addition: 8.d) Weed Spraying CARRIED
3.	MINUTES 99-26	MOVED by Mayor Dugan that the Regular Council meeting minutes from the June 16th, 2026 be approved as presented. CARRIED
4.	DELEGATIONS(S) Jerry Haukedal 4:17 p.m. 100-26 Renee Jackson, Director of Emergency Management 4:23 p.m.	Jerry Haukedal presented a video and written presentation regarding the drainage issue that he (and adjacent neighbors) experienced this year with the heavy rains. Mr. Haukedal is requesting that the Public Works Consultant speak with Council with regard to drainage issues in the Summer Village and Council consider some remediation work to assist. MOVED by Mayor Dugan that Council accept the report from Public Works Consultant Jason Madge, as well as the information provided by Mr. Haukedal. CARRIED Director of Emergency Management, Renee Jackson arrived for the meeting and presented the Emergency Management Report for the period of March – August, 2026.

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AND VIA ZOOM

	101-26	MOVED by Councillor Preston that the Emergency Management Report for the period of March – August, 2026 presented by Director of Emergency Management, Renee Jackson be accepted for information. CARRIED
5.	PUBLIC HEARING	N/A
6.	BUSINESS ARISING	N/A
7.	BYLAWS/POLICIES	N/A
8.	NEW BUSINESS	
	102-26	MOVED by Councillor Dugan that Council ratify the appointment of Jerry Haukedal for the position of Deputy Director of Emergency Management effective July 9th, 2026, and further that the Summer Village of Birch Cove cover the costs of required training for Mr. Haukedal. CARRIED Mr. Haukedal and Ms. Jackson left the meeting at 5:07 p.m.
	103-26	MOVED by Mayor Dugan that Council approve the allocation of Family and Community Support Services (FCSS) for 2026 as follows: All-Net Communications System - \$300.00 Birch Cove Community League - \$363.00 CARRIED
	104-26	MOVED by Mayor Dugan that Administration contact Public Works Consultant Jason Madge to determine whether he can arrange an on-site meeting with Council in Birch Cove for the purpose of outlining a staged drainage plan, with costs to be covered by available grant funding where possible. CARRIED
	105-26	MOVED by Mayor Dugan that Administration contact Lac Ste. Anne County to determine whether the County is available to provide weed-spraying services in the Summer Village for the current year. CARRIED

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THURSDAY, AUGUST 20TH, 2026

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

	106-26	MOVED by Mayor Dugan that Deputy Mayor Tschudin and Councillor Preston obtain quotes for the required mulching on the remaining portion of the pathway in the Summer Village. CARRIED
9.	FINANCIALS 107-26	MOVED by Councillor Preston that the July 31st, 2026 Income and Expense Statement and the July 31st, 2026 Bank Balances, be accepted for information. CARRIED
10.	CORRESPONDENCE 108-26	MOVED by Mayor Dugan that the following correspondence be accepted for information: ➤ Summer Villages Regional Emergency Management Partnership – June 2026 and July 2026 work plans ➤ June 17th, 2026 letter from Dan Williams, Minister of Municipal Affairs confirming the 2026 funding allocations for the Summer Village of Birch Cove ➤ Association of Summer Villages of Alberta (ASVA) – August 17th, 2026 notification about impending changes to the Local Government Fiscal Framework (LGFF) Operating Funding. The 2026 allocation for Birch Cove was \$9,230 CARRIED
11.	COUNCILLOR REPORTS 109-26	MOVED by Deputy Mayor Tschudin that the Council Reports be accepted for information. CARRIED
12.	ADMINISTRATION REPORTS 110-26	MOVED by Mayor Dugan that the Administration reports be accepted for information as presented. CARRIED
13.	CONFIDENTIAL MATTERS	N/A

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AND VIA ZOOM

15.	ADJOURNMENT	The meeting adjourned at 6:02 p.m.

Mayor, Dean Preston

Chief Administrative Officer, Wendy Wildman

Safety Smarts: invitation to Summer Village of Birch Cove for 2026–2027

From Jordan Jensen <jjensen@heartlandsupport.ca>

Date Wed 2026-09-16 10:55 PM

To cao@birchcove.ca <cao@birchcove.ca>

 2 attachments (7 MB)

School Visits by County.pdf; Safety Smarts Milestone and Evaluation Infographic - September 16 2026.pdf;

Hello Chief Administrative Officer and Council,

Municipalities play an important role in keeping rural communities safe. I'm writing to invite the Summer Village of Birch Cove to help bring practical farm safety education to rural children, including those attending schools that serve your area.

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

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

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

A few commonly asked questions about Safety Smarts

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

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

The attached **milestone and evaluation infographic** includes updated program totals and findings from an earlier evaluation, in which **98% of responding teachers considered farm safety education useful**

for their students. We have retained the original evaluation figures and clearly identified them as historical.

Also attached is our **September 2025–June 2026 School Visits by County report**, listing schools, delivery dates, student numbers and recorded priorities: **1 = High, 2 = Medium and 3 = Low.** Schools serving your residents may be located in nearby communities, so the report can help identify delivery in your wider area. You are welcome to explore and share our [resources for schools, families and community organizations](#).

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

If you have any questions, comments or concerns, please feel free to contact us at programs@heartlandsupport.ca.

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

Kind regards,
Jordan Jensen
Executive Director
Heartland Training & Support Hub
403-752-4585
j.jensen@heartlandsupport.ca
www.heartlandsupport.ca



265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | www.heartlandsupport.ca

School Visits by County: September 2025 - June 2026

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

For information about this report or the Safety Smarts program, please contact programs@heartlandsupport.ca



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School Visits by County: September 2025 - June 2026

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



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School Visits by County: September 2025 - June 2026

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



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School Visits by County: September 2025 - June 2026

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



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School Visits by County: September 2025 - June 2026

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



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School Visits by County: September 2025 - June 2026

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



SAFETY SMARTS

BUILDS PRO-SAFETY ATTITUDES AMONG RURAL CHILDREN

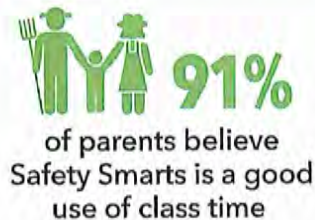


THE EVALUATION HEARD FROM

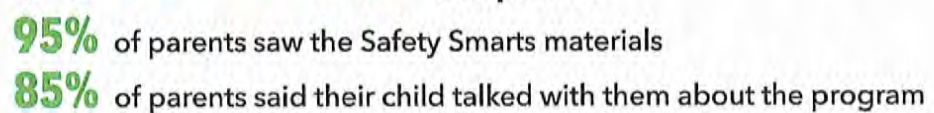


**“ Grandpa stressed don’t touch the PTO...
the Farm Safety Lady explained why. ”**

Through in-person instruction and engaging activities,
children comprehend the possible consequences of their safety decisions.



**Take home resources are the bridge
between classroom instruction
and parents**



Safety messages and slogans endure over time

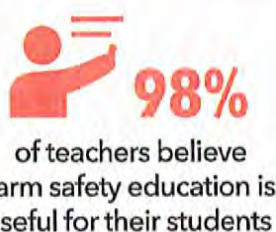
Current students remember



15 years after the presentations, young adults



Students intend to practice
safe behaviours



Teachers intend to integrate farm
safety messages throughout the year



In 2016-2017,
Safety Smarts
reached elementary
students in Rural
and Colony schools



We also gratefully acknowledge the generous and consistent support from Counties, MDs and Colonies



Formerly Farm Safety Centre

SAFETY SMARTS

Helping children recognize hazards
and make safer choices

Farm safety education since September 1998



28 YEARS of Safety Smarts

September 1998 - September 2026



8,806 School visits

Safety learning brought into rural classrooms



45,537 Presentations

Age-appropriate lessons from Kindergarten to Grade 6



921,417 Students reached*

Helping generations of rural children learn to stay safe

Approximate lifetime totals updated September 16, 2026.

Delivery recorded through June 17, 2026. School visits include return visits over the years.

*Cumulative student participations across school years, not unique individuals.

Explore Safety Smarts resources for schools and families

heartlandsupport.ca/centre-resources

Heartland Training & Support Hub

PO Box 291, Raymond, AB T0K 2S0

403-752-4585

heartlandsupport.ca

BLOCK CAPTAIN

Roles, Functions & Responsibilities

Summer Village of Birch Cove • Wildfire Emergency Preparedness Program

A Neighbour Helping Neighbours — The Heart of Community Preparedness

Prepared By	R. Jackson, Director of Emergency Management, Summer Village of Birch Cove
Date	September 2026
Role Type	Volunteer community position — appointed by Council; no legislative authority
Reports To	DEM (R. Jackson) and Village Council
Works With	SVREMP (Stephen Wright, DEM); Barrhead Regional Fire Services; Rich Valley VFD
Related Docs	Community Wildfire Resiliency & Protection Plan 2026

Block Captains are trusted neighbours who volunteer to be the first point of contact on their street or block during a wildfire or community emergency. They are not firefighters, not enforcement officers, and not first responders. They are informed, prepared, connected community members who help their neighbours get out safely.

1. What Is a Block Captain?

A Block Captain is a designated community volunteer — a resident or regular seasonal property owner in the Summer Village of Birch Cove — who takes on a specific, practical role in the Village's wildfire emergency preparedness and evacuation system. The role is modelled on neighbourhood emergency response practices used successfully in small communities across Alberta and Canada.

Birch Cove is a small community of approximately 27 year-round occupied dwellings and significantly more seasonal properties. In an emergency, the DEM cannot be everywhere at once. Block Captains extend that reach — each one responsible for a defined group of neighbouring properties on their street or section of the Village. By knowing their immediate neighbours well, monitoring who is present and who may need help, and acting as a trusted communication relay, Block Captains can dramatically improve the speed and orderliness of a Birch Cove evacuation.

The Core Principle: A Block Captain does not replace emergency services — they fill the critical gap between a community notification (Evacuation Alert via Birch Cove Connect or Alberta Emergency Alert) and actual residents safely leaving the Village. Seconds and minutes matter in a fast-moving wildfire.

1.1 What a Block Captain Is — and Is Not

✓ A Block Captain IS...	✗ A Block Captain is NOT...
✓ A trusted neighbour who knows the community and who lives nearby	✗ A firefighter or emergency responder
✓ A communication relay between the Village and residents	✗ A law enforcement or bylaw officer
✓ A 'door-knocker' who checks on neighbours during an alert or order	✗ Responsible for physically evacuating others
✓ A keeper of basic information about their block (who is present, who has pets, who may need help)	✗ Required to stay if conditions are unsafe
✓ A promoter of FireSmart practices and Birch Cove Connect registration in their area	✗ Trained or equipped to fight fire
✓ A link to the Vulnerable Resident Registry for their block	✗ Liable for their neighbours' decisions
✓ A calm, informed presence who can answer basic questions during a crisis	✗ On call 24 hours a day or required to respond in every situation

2. Block Structure for Birch Cove

Given the size of Birch Cove — approximately 76 private dwellings/lots across a compact lakeside layout — a system of four Blocks is recommended, each with at least one dedicated Block Captain. Each Block covers a defined group of properties that a single person can reasonably reach on foot within a few minutes.

The exact block boundaries should be confirmed by the DEM and Council. The following structure is proposed as a starting framework. Block Captains should be residents or frequent seasonal occupants who know their neighbours and are comfortable knocking on doors.

Block #	Block Captain	Area / Streets	Approx. Properties	Contact
1	Jody Bouchard Steve Kerrigan Charlotte Hill	Western section: Horseshoe Crescent — properties on the west side of the Village closest to Hwy 33	~21 properties	780 910 9210 306 370 0261 780 284 3377
2	Susan Hall	NorthCentral section — shoreline and mid-Village properties including community park area; outer ring on Spruce Road	~18 properties	780 399 8584
3	Nicole Westerlund Matt White	Southeast section — Willow Crescent properties adjacent to the southern boundary + 2 on Spruce Road	~19 properties	780 983 9380 780 305 4568
4	Dean Preston	NorthEastCentral section — inner ring on Spruce Road	~13 properties	780 908 7406

Appointment Note: Block Captains are appointed by Council resolution — ideally at the June meeting. The DEM will recruit candidates in consultation with the Emergency Management Team. Both a primary Block Captain and a named backup should be confirmed for each block before the summer season.

3. Core Responsibilities

Block Captain responsibilities are organized across three phases: before an emergency (preparedness), during an emergency (response), and after an emergency (recovery and review). The time commitment is modest during normal periods — the role becomes critically important in the short, intense window of an emergency.



PHASE 1 — Before an Emergency — Preparedness

- Know your block: maintain a current, informal list of the properties in your block — who is present (full-time vs. seasonal), household size, vehicle type, and any obvious special needs. This does not need to be a formal document — your own knowledge of your neighbours is the asset.
- Identify vulnerable residents: in consultation with the DEM, help identify any residents on your block who may need evacuation assistance — mobility limitations, no vehicle, elderly, young children, or pets. Report to the DEM for inclusion in the confidential Vulnerable Resident Registry.
- Register yourself and encourage your neighbours to register on Birch Cove Connect — the Village's emergency notification platform. Your goal is 100% registration on your block.
- Know the evacuation routes: be familiar with the primary route (Highway 33 north and south). Know where the community assembly point is located. There are two Muster Stations: one at the community lakefront (near the toilet shelter) and the second is at the community pumphouse on Horseshoe Crescent.
- Know your contacts: have the DEM's number (R. Jackson), the SVREMP DEM (Stephen Wright), and the Mayor's number saved in your phone. Know how to reach your backup Block Captain.
- Participate in the annual FireSmart Day and community chipping event — encourage your block neighbours to attend and to take action on their own properties.
- Complete the basic Block Captain orientation provided by the DEM at the start of each season — approximately one hour; covers Birch Cove Connect, the evacuation plan, and contact protocols.



PHASE 2 — During an Emergency — Response

- EVACUATION ALERT issued: You will be notified via Birch Cove Connect and/or Alberta Emergency Alert. Contact your block neighbours by phone, text, or in person — confirm they are aware of the alert and beginning to prepare to leave (pack go-bags, load vehicles, secure pets).
- Check on any vulnerable residents on your block immediately — confirm they have a way out and offer to help coordinate if needed. Report to the DEM if any resident cannot self-evacuate.
- Do a walking sweep of your block if it is safe to do so — knock on doors, check driveways for vehicles still present, call out for anyone who may not have heard the alert.
- Report the status of your block to the DEM or Mayor: how many households appear to have left, any households not yet responding, any persons who indicated they were staying (record their name and reason if possible).

- **EVACUATION ORDER issued:** This is a mandatory evacuation. Your block sweep now becomes urgent. Firmly but calmly direct any remaining residents to leave immediately. Do not argue — report refusals to the DEM and RCMP and move on.
- Leave the Village yourself once your sweep is complete or when conditions make it unsafe to remain — your safety comes first. You cannot help your neighbours if you are injured or trapped.
- At the assembly point or reception centre: make yourself known to the DEM or emergency management personnel; report the status of your block sweep and any residents who were unaccounted for.



PHASE 3 — After an Emergency — Recovery & Review

- Participate in the post-event debrief organized by the DEM and SVREMP — your on-the-ground experience is essential for improving the community plan.
- Help neighbours reconnect after return to the Village — share information from the DEM about re-entry procedures, damage assessment, and any restrictions in place.
- Update your block information: after an event, confirm which residents are returning, note any properties with damage, and flag any new residents or changes in household composition for the DEM.
- Contribute to the annual review of the Community Wildfire Emergency Response Plan — identify what worked, what didn't, and what your block needs to be better prepared.
- Recognize the emotional impact: emergencies are stressful for neighbours and for you. If you or your neighbours are struggling after an event, encourage connection with available support resources through AHS or the Canadian Red Cross.

4.1 Block Captain Package (provided by DEM)

- ## 4.2 Your Block Resident Information Sheet

[illegible]

Privacy Note: This information sheet is for your personal use only to support emergency response on your block. It is not a formal Village document and should not be shared beyond the DEM. Treat your neighbours' information with discretion. You are not required to record any information a neighbour is uncomfortable sharing.

5. Communication Protocols

5.1 How You Will Be Notified

As a Block Captain, you will receive emergency notifications through the same channels as all residents — but you are expected to act on them immediately, before most other residents have processed what to do. Your channels:

- ① Birch Cove Connect — the primary community notification platform. Ensure you are registered and that push notifications are enabled on your phone.
- ② [Alberta Emergency Alert \(AEA\)](#) — wireless device alerts, TV, and radio. Download the AEA app and enable wireless emergency alerts on your phone.
- ③ Direct call from the DEM (R. Jackson) or DDEM— in a rapidly developing situation, the DEM may call Block Captains directly to activate the system before a formal AEA message is issued.
- ④ Barrhead RCMP or fire services — in an extreme scenario, emergency personnel may be driving through the Village making notifications. If you hear sirens or see emergency vehicles in the Village: treat it as an activation and begin your block sweep.

5.2 The Block Captain Communication Chain

When an emergency notification is received, the Block Captain communication chain operates as follows:

- ▶ DEM / CAO activates Birch Cove Connect → AEA issued (or direct call to Block Captains in urgent situations)
- ▶ Block Captain receives notification → immediately calls or texts backup Block Captain to confirm activation
- ▶ Block Captain begins block sweep: phone calls to neighbours, then door-knocking if no response within 5 minutes
- ▶ Block Captain checks on Vulnerable Resident Registry contacts on their block — confirms evacuation support is in place
- ▶ Block Captain reports block status to DEM by phone: "Block 2 — 12 of 16 properties appear to have left; 3 not responding; 1 confirmed staying — [name]"
- ▶ Block Captain completes own evacuation and reports in person at assembly point or reception centre

5.3 What to Say When You Knock

Many Block Captains feel uncertain about what to say when knocking on a neighbour's door during an emergency. Keep it simple, calm, and direct:

Suggested Script — Evacuation Alert:

"Hi [name], it's [your name] — your Block Captain. There's been an Evacuation Alert issued for Birch Cove. That means you need to start getting ready to leave right now — pack your essentials, load your vehicle, get your pets ready. I'm checking on all our neighbours. Do you have everything you need? Is there anyone who needs help getting out?"

Suggested Script — Evacuation Order:

"Hi [name], this is [your name]. An Evacuation Order has been issued — this is mandatory, you need to leave now. Please take your essentials and go. The route is [Highway 33 north/south]. Please leave immediately. I need to check on other neighbours — is there anything stopping you from leaving right now?"

6. Special Situations

6.1 Residents Who Refuse to Leave

Some residents may refuse to evacuate, particularly property owners with strong emotional or practical ties to their homes. As a Block Captain, you are not empowered to force anyone to leave — that is RCMP's authority during an Evacuation Order. Your role is:

- Listen calmly and acknowledge their feelings — do not argue
- Remind them clearly that an Evacuation Order is a legal requirement and that fire services cannot guarantee protection of any structure
- Ask if there is a specific reason — sometimes a practical barrier (pets, medication, vehicle issue) can be quickly solved
- Record the person's name and their stated reason for staying
- Report immediately to the DEM: "[Name] at [address] has declined to leave. [Reason, if known]."
- Move on to the next property — you cannot stay with a non-compliant resident at the expense of completing your sweep

6.2 Residents Who Need Evacuation Assistance

The DEM maintains a confidential Vulnerable Resident Registry. Before the fire season, you will be briefed on any residents in your block who are on the Registry and what assistance they may need. During an evacuation:

- Check on Registry residents first, before other neighbours on your block
- If a resident needs a vehicle: contact the DEM immediately — coordination with RCMP or SVREMP for assisted evacuation is the DEM's responsibility, not yours
- If a resident is alone and frightened: stay calm, stay briefly, and if possible arrange for another neighbour to accompany them; then continue your sweep
- Do not place yourself in danger to assist a resident — report the situation to the DEM and let trained emergency personnel manage the response

6.3 Visitors, Renters & Unfamiliar Persons

Birch Cove's summer season brings visitors, renters, guests, and persons who are not familiar with the Village layout or emergency procedures. Block Captains may encounter unfamiliar faces during a sweep. Treat all persons on your block equally:

- Direct all unfamiliar persons to leave via the same route — Highway 33
- If you encounter a large group (e.g. at a private event) with no obvious leader: briefly designate one person to be responsible for ensuring the group leaves together, and confirm with them before moving on
- Report any unusual situations (large gatherings, persons who cannot communicate, vehicles blocking access) to the DEM

6.4 Pets

Pets are a significant reason residents delay or refuse evacuation. Block Captains should be aware of which properties on their block have animals, and encourage residents during the preparedness phase to have a pet evacuation plan in place before any emergency occurs. During an evacuation:

- Remind residents to take their pets with them — there is no provision for animal rescue during an active evacuation order
- Record any properties where animals were seen to be left behind and report to the DEM

6.5 When You Are Not Present in the Village

Block Captains are frequently seasonal residents themselves. The Village must have a plan for periods when the Block Captain is absent:

- Appoint and brief your backup Block Captain before leaving the Village for any extended period
- Notify the DEM when you will be absent for more than two weeks during fire season
- Maintain your Birch Cove Connect registration and phone notifications even when absent — you may be able to reach your neighbours remotely to pass on information

7. Seasonal Calendar — Block Captain Activities

Period	Priority	Block Captain Activity
May / June	HIGH — Pre-season	Attend Block Captain orientation with DEM; receive Block Captain Package; update block resident information sheet; confirm backup Block Captain is briefed; encourage neighbours to register on Birch Cove Connect
June	CRITICAL	Council meeting: Block Captain appointments confirmed; attend brief orientation with DEM immediately following
Late June – July	HIGH	Introduce yourself to seasonal neighbours arriving for the summer; distribute Birch Cove Connect registration guide and go-bag checklist; update resident information sheet with any new arrivals or changes
July – August (peak)	Ongoing	Maintain awareness of fire danger ratings (check alberta.ca/wildfire daily during high/extreme danger); stay in contact with neighbours; know who is present on your block at any given time
August	HIGH	Attend FireSmart Day and community chipping event; encourage block participation; confirm all neighbours are registered on Birch Cove Connect
September	MEDIUM	Participate in annual evacuation tabletop exercise (from 2027 — SVREMP / Barrhead Fire); note any end-of-season changes in occupancy; confirm backup Block Captain arrangements for winter
October / November	LOW	Update block information for off-season; submit any observations or recommendations to DEM for the annual plan review; ensure your own go-bag and household emergency plan are current
November – April	LOW	Stay registered on Birch Cove Connect; participate in any off-season SVREMP communications; read any updates from DEM; review Village emergency plan update when issued

8. Quick Reference — Your Block Captain Card

The following is a summary card format that will be printed and laminated for each Block Captain. Keep it with your Block Captain Package.

BIRCH COVE BLOCK CAPTAIN — QUICK REFERENCE
Block #: _____ Block Captain: _____ Backup: _____
EVACUATION ALERT received:
1. Call/text your Backup Block Captain — confirm activation
2. Call each property on your block — confirm they received the alert and are preparing to leave
3. Check on Vulnerable Resident Registry contacts on your block first
4. Report block status to DEM: R. Jackson — 780 906 0087
EVACUATION ORDER received:
5. Door-knock sweep of your block — all properties
6. Firmly direct any remaining residents to leave NOW via Hwy 33
7. Record name of any resident who refuses; report to DEM and RCMP immediately
8. Leave the Village — report in at assembly point or reception centre

EMERGENCY CONTACTS:
• 911 — All emergencies
• 310-FIRE (310-3473) — Report wildfire
• DEM R. Jackson: 780 906 0087
• SVREMP S. Wright: 780-913-3344
• Rich Valley VFD: 780-284-9596
• Barrhead Fire: 780-674-2087
• RCMP Barrhead: 780-674-4848

YOUR BLOCK INFO:
Number of properties on your block: _____
Vulnerable residents: _____
Assembly point: Community park open area / Pump House— DEM to confirm]

Thank you for volunteering as a Block Captain. Your neighbours are safer because of you.

Questions? Contact DEM R. Jackson or SVREMP DEM Stephen Wright at any time.

Summer Village of Birch Cove | www.birchcove.ca | Prepared by R. Jackson, DEM | September 2026

Follow-Up: Block Captain Orientation & Tabletop Exercise

Date September 26
To All Block Captains
From Renee Jackson, Director of Emergency Management (DEM)
Re Meeting summary, agreed practices, resources confirmed, and gaps carried forward

Thank you to everyone who came out on Saturday for the Block Captain orientation and the "Storm Front" tabletop exercise. This note summarizes what we agreed on, the resources we confirmed we have, and the gaps we're carrying forward. Please keep it for reference alongside the attached Block Captain Role summary sheet and Tracking Sheet.

Agreed: What Block Captains Do

1. **Report** what you observe to the DEM.
2. **Confirm** what your neighbours have in place for an emergency (water storage, power backup) and what they still need.
3. **If an emergency is apparent:** call **911** immediately, inform residents, renters and visitors of the situation directly wherever possible, and look after yourself and your own family first.

Resources Confirmed

- **3 homes** in the village have backup generators
- **At least 1 of those homes** also has drinking water access if the power is down
- **4 Block Captains** are now equipped with air horns and safety vests

Gaps Identified and Carried Forward

Gap	Next step	Owner
No agreed source of official information, and no backup for when internet, power or cell phone batteries are down	Establish a dedicated emergency notification channel, separate from general social media, plus a backup method	Council
No off-site reception / information point	Confirm arrangements to use Rich Valley Hall as the reception/information point	Nicole
Only one road in and out of the village	Identify and confirm an alternative exit route	Council
4 Block Captains still need air horns	Order remaining air horns	DEM
Contact information sheets are missing for a few residents	Block Captains to collect and submit missing contact information for their block	Block Captains

If you're able to help close any of these gaps, or have contact information to submit, please reach out to Renee.

Key Contacts

Name	Role	Phone
Renee Jackson	Director of Emergency Management (DEM)	780-906-0087
Jerry Haukedal	Deputy Director of Emergency Management (DDEM)	780-722-0049
Dean Preston	Councillor	780-908-7406
Jan Tschudin	Councillor	780-952-4744

Attached: (1) The Block Captain Role summary sheet, (2) the Block Captain Tracking Sheet, and (3) a Household Emergency Information Form to share with residents on your block, for your reference and use in a real event.

Thank you again for your time and your commitment to keeping our neighbours safe.

Renee Jackson
Director of Emergency Management
Summer Village of Birch Cove

The Block Captain Role

What a Block Captain does, and does not do, before, during and after an emergency.

Responsibilities

- Check on the residents, renters and visitors on your block
- Share official information from the DEM. Do not pass along rumours
- Report what you learn back to the DEM: hazards, needs, who has been contacted
- Identify residents who need extra help and flag them ahead of time
- Keep a written log or the Tracking Sheet as you go
- Look after your own safety and well-being throughout

Boundaries: What a Block Captain Is Not

A Block Captain is **not a first responder**. Do not enter a burning building, approach a hazard, or put yourself at risk to help someone. Call **911** and report to the DEM instead. Do not declare an emergency or issue an alert or order. Do not force anyone to leave.

Your Block and Roster

- Know your block's boundaries and every address on it, including seasonal and vacant properties
- Keep a current roster: name, contact information, and any special needs (medical equipment, mobility, no vehicle, pets, livestock)
- Update the roster whenever a household or renter changes, and review it each season
- Use the Tracking Sheet during an event to record who was contacted, their status and any needs
- Know at least one backup way to reach the DEM and to report your block's status (radio, runner, information point), since there is no village office or village phone

Working with Residents, Renters and Visitors

Residents	Renters	Visitors
Usually know you and your role. Keep their roster entry current each season.	May not know you or the local hazards. Introduce yourself early in the season if possible. Add them to the roster for their stay.	Often unfamiliar with the area and not on any list. Go door to door during an event. Ask neighbours whether cabins are occupied.

Long weekends and summer months can roughly triple the village's population with cottage owners and renters. Assume your printed roster is incomplete and confirm door to door.

Reporting to the DEM: Keep It Short

- **Who** you are and your block
- **What** you see or need
- **Where** exactly
- **How many** people affected
- **Action** requested

Remember: share only confirmed information, stay within your role, and keep a written log. If you can't reach the DEM, use your backup plan and keep going door to door.

Date / Time started: _____

Reported to DEM at: _____ Method: _____

Block Captain Household Emergency Information Form

Please complete one form per household. This helps your Block Captain coordinate quickly and safely in an emergency (fire, storm, evacuation, or medical). Participation is voluntary.

Household & Occupancy

Household / Resident Name(s):	Civic Address / Lot #:
Occupancy type: ☐ Full-time ☐ Seasonal	If seasonal, months typically at property:
Number of adults:	Number of children (ages, if comfortable sharing):
Elderly residents or mobility limitations? (Y/N, details):	Medical conditions relevant to evacuation (optional):
Pets on property:	Anyone living alone who may need a wellness check:

Contact Information

Primary contact name & phone (cell preferred):	Alternate contact name & phone:
Emergency contact (if not on-site / seasonal owner):	Preferred way to reach you in an emergency: ☐ Call ☐ Text ☐ Knock on door

Property & Access Details

Access points (driveway, gate, locked areas):	Location of fire extinguisher(s), if any:
On-site hazards (propane, fuel storage, wood piles, wells):	Water sources on property (dugout, cistern, hydrant nearby):

Evacuation Considerations

Vehicle access: ☐ Yes ☐ No — may need evacuation help	Any other barriers to evacuating quickly on your own:
---	---

Consent

☐ I consent to my Block Captain keeping this information on file for emergency preparedness purposes.	
Signature:	Date:

Please return this form to your Block Captain, or contact them directly with any updates throughout the season.

ASSET MANAGEMENT PLAN – 2026



2317 Twp Rd 545
Box 8
Birch Cove, AB
T0E 0A0
Phone: 780-967-0271
Email: cao@birchcove.ca
Website: www.birchcove.ca

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Executive Summary

The Summer Village of Birch Cove's Asset Management Plan provides a strategic roadmap for how Council manages, maintains, and invests in community assets over time. Although our Summer Village is small, we rely on a focused yet essential range of assets, including land, land improvements, buildings, machinery and equipment, and engineered structures. These assets are fundamental to delivering services, supporting residents and visitors, and sustaining the quality of life that defines the Summer Village of Birch Cove.

The purpose of this plan is to provide current and future Councils a practical tool for decision-making, long-term planning, and accountability. By documenting the condition, value, and service expectations of our assets, the plan supports day-to-day operations and creates a historical record of how previous Councils have managed municipal assets. This continuity strengthens governance and makes sure the municipality continues to address community priorities.

The key objectives of the Asset Management Plan are to:

- Establish a clear, long-term vision for the management of municipal assets.
- Meet the requirements set out for municipalities regarding asset management and financial stewardship.
- Align maintenance, renewal, and replacement strategies with available funding and future budget planning.
- Position the municipality to access external funding opportunities by demonstrating proactive asset management practices.
- Identify and mitigate risks associated with asset failure, service disruption, or regulatory non-compliance.
- Maintain assets to continue to meet the needs and expectations of residents in a safe, reliable, and cost-effective manner.

This plan is a living document. Council will update it as new information, technologies, and community priorities emerge. Regular reviews help Council respond to changing circumstances while maintaining a strong foundation for informed decision-making. Ultimately, the Asset Management Plan demonstrates Council's commitment to responsible governance, sustainable investment, and the long-term resilience of the Summer Village of Birch Cove.

Introduction

The Asset Management Plan (AMP) guides long-term decision-making, budgeting, and risk management by documenting the assets the Village owns or directly manages. The AMP aligns with provincial rules and expectations and supports sound municipal decision-making.

Background of the Summer Village

The Summer Village of Birch Cove is a small lakeside community located approximately 99 km northwest of Edmonton, situated between Highway 33 and the west shore of Lac la Nonne. Incorporated on December 31, 1988, the Summer Village encompasses 2.9 km² and, as of 2013, included 45 full-time residents and 60 dwellings. The nearest major service centre is the Town of Barrhead, located 20 km to the north.

Lac la Nonne is a significant natural feature that shapes the identity and development of Birch Cove. The lake covers 11.8 km², reaches depths of nearly 20 metres, and drains through MacDonald Creek into the Pembina River. It is one of the region's most popular recreational lakes, supporting activities such as boating, swimming, and sport fishing, particularly for walleye and northern pike. Commercial facilities at the lake include Killdeer Beach Resort and Elksbeach Campground.

The area surrounding Lac la Nonne has a long history of settlement and use. A Hudson's Bay Company trading post was established in the early 1800s, followed by Métis families, homesteaders, and a Catholic mission by the late 19th century. Cottage development expanded steadily through the mid-1900s, and by the 1970s, most of the shoreline had transitioned to private ownership. Many seasonal cottages have since been winterized, contributing to increased year-round use of the lake.

Environmental stewardship is a central priority for the Summer Village. Concerns about lake health led to provincial regulations limiting further shoreline development, and Birch Cove works collaboratively with Alberta Environment, neighbouring municipalities, and local stakeholders to protect water quality and surrounding natural areas. Resources such as the Lac la Nonne State of the Watershed Report and the Atlas of Alberta Lakes provide valuable insight into the lake's condition and long-term sustainability.

Birch Cove continues to balance a desire for modest growth with the preservation of its unique character and natural setting. The Land Use Bylaw supports this balance by guiding responsible development that aligns with community values. Governance is provided by an elected Council of

three volunteer members who serve four-year terms and oversee the stewardship of municipal assets, services, and long-term planning.

Why Asset Management is Important

Birch Cove depends on the effective management of its diverse assets: land, improvements, buildings, machinery and equipment, and engineered structures - to maintain its identity and support the community. These assets allow the Village to deliver essential services, protect public safety, and provide a high-quality visitor experience. With an aging population, seasonal fluctuations, and changing community needs, asset management helps the Village:

- Maintain and renew assets so they continue to meet long-term continuity needs.
- Prevent service disruptions and environmental issues through proactive planning and timely intervention.
- Match maintenance and replacement activities with available funding and long-term budget planning.
- Demonstrate strong asset management practices that enhance applications for provincial and federal funding.
- Give current and future Councils a consistent framework for decision-making and tracking progress over time.

Alignment with Council's Vision, Community Goals, and Regulatory Requirements

The Asset Management Plan aligns with Birch Cove's identity as a welcoming, recreation-focused lakeside community with a rich history and a strong connection to Lac Ste. Anne. It reinforces the Council's commitment to maintaining a safe, vibrant, and sustainable community for both permanent residents and the large seasonal population that shapes the Village's unique character. The plan advances the Council's goals by:

- Maintaining safe roads, reliable municipal services, and well-cared-for public spaces that support year-round residents while accommodating significant population increases during peak tourism periods.
- Sustaining and enhancing the community's recreational assets such as beaches, parks, pathways, and waterfront amenities—that drive tourism, support local businesses, and strengthen Birch Cove's identity as a regional destination.
- Guiding infrastructure investment so the Village can maintain essential services, support growth, and keep long-term costs manageable in a community with substantial seasonal fluctuations.
- Meeting municipal requirements for financial planning, infrastructure management, risk mitigation, and transparent reporting under Alberta's regulatory framework.
- Documenting asset management practices so current and future Councils—and the community—can clearly understand how infrastructure decisions are made, how assets are performing, and how public funds are being used.

By integrating asset management into everyday operations, Birch Cove strengthens its ability to deliver reliable services, support tourism and recreation, and preserve the natural beauty and cultural heritage that have defined the community for more than a century. This approach keeps Birch Cove a safe, resilient, and enjoyable place to live and visit—during both the quiet winter months and the bustling summer season.

Asset Inventory

A complete asset register (inventory) is maintained in Excel. It includes asset descriptions, historical cost, remaining useful life, condition ratings (1–5), and asset criticality (1–5).

[MAMP-BirchCove 10 Year Capital Plan.xlsx](#)

Council and administration review and update the inventory annually and make additional updates whenever assets are added, replaced, or removed.

Levels of Service

Levels of Service (LOS) describe the quality of services a municipality provides for each major asset category.

As part of this Asset Management Plan, the Summer Village of Birch Cove has identified the current level of service being delivered for each asset category. For consistency and clarity, service levels have been grouped into three categories: Basic, Standard, and Enhanced.

- A **basic** level of service means the asset meets minimum functional and safety requirements.
- A **standard** level of service represents a reliable and consistent service that aligns with typical community expectations.
- An **enhanced** level of service indicates a higher standard of performance, often for assets that are highly visible, heavily used, or strategically important.

The selected level of service reflects:

- How the asset is currently operated and maintained;
- Community use and expectations;
- Regulatory and safety requirements; and
- The Village's financial and staffing capacity.

Identifying levels of service helps Council and residents understand what is being delivered today and supports informed decision-making about future maintenance, renewal, and investment.

Birch Cove's Current Levels of Service

Asset Category	Level of Service Provided	Notes
Administration (Office, IT, Equipment)	Enhanced	Modern, secure, and proactive administrative systems that support continuity, stability, and effective service delivery
Public Works Equipment	Standard	Preventive seasonal maintenance of essential equipment with basic parts kept on hand
Recreation Facilities	Enhanced	Well-maintained, upgraded facilities that support community use and attract visitors
Roadways	Standard	Hard-surfaced roads maintained through regular inspections, patching, and contracted snow removal
Road Signs	Basic	Signage replaced when damaged or faded
Playgrounds	Basic	Safe, functional play equipment maintained through as-needed repairs
Outdoor Lighting	Basic	Essential lighting provided; streetlights maintained by utility provider
Landscaping	Standard	Regularly maintained landscaping in key community areas
Buildings (Municipal Facilities)	Standard	Well-maintained community buildings supported through regular inspections
Storm Systems	Basic	Functional drainage system with reactive maintenance based on identified issues
Lanes/Alleys	Basic	Limited walkways maintained seasonally

Condition Assessment

To understand how well municipal assets perform, the Village uses a simple and practical approach to assessing asset condition. Because Birch Cove is a small municipality with limited staff, condition ratings rely on information that is easy to collect, practical, and directly connected to daily operations.

Staff evaluate the condition of each asset using three main sources:

1. **Visual Inspections:** Staff look at the physical state of the asset to identify wear, damage, corrosion, uneven surfaces, cracks, or other signs of aging. These observations include surface wear, structural issues, and general safety observations.
2. **Operator and Public Works Input:** Staff who work with these assets every day provide essential feedback, including:
 - Equipment operators
 - Public works staff
 - Staff who maintain buildings, parks, lighting, and other assets

Their experience helps identify how well the asset performs, whether it breaks down frequently, and whether maintenance is becoming costly or difficult.

3. **Maintenance and Repair History:** Staff review repair records, past issues, and known weak points. If an asset has recurring problems, unexpected failures, or major repairs, its condition score is reduced.

How the Condition Rating System Works

Staff assign each municipal asset a condition rating from 1 to 5. This simple scale helps Council and staff make fair, consistent decisions:

- **5: Very Good** (New or like new; minimal wear; no issues expected)
- **4: Good** (Some normal wear but still performing well)
- **3: Fair** (Fully usable, but aging; may need repairs in the coming year)
- **2: Poor** (Noticeable deterioration; nearing the end of its useful life)
- **1: Very Poor** (High risk of failure; replacement or major repairs needed soon)

Staff also assign each asset an importance (criticality) rating of 1 to 5 based on how essential it is to municipal services.

For example, a roadway or stormwater asset that affects public safety receives a higher importance score than a decorative asset.

Why This Approach Works for Birch Cove

This assessment method fits the needs of small municipalities and supports Birch Cove's operational realities. It is:

- **Practical** — uses information staff already have
- **Cost-effective** — avoids the need for engineering studies for every asset
- **Based on real use** — incorporates frontline experience
- **Consistent** — applies standard ratings across all asset types
- **Reliable for capital planning** — aligns directly with the Village's 10-year Capital Plan and Excel asset inventory, which track condition, remaining life, and importance for each asset.

This system helps the Village focus its resources on the right assets at the right time, prioritizing those in the worst condition and most critical to public safety, service delivery, and community expectations.

Lifecycle Management

Lifecycle management involves keeping municipal assets in good working condition for as long as possible while planning ahead for major repairs or replacements. Birch Cove uses its 10-year Capital Plan as the primary tool for managing asset lifecycles.

The Capital Plan schedules maintenance, rehabilitation, and replacement based on:

- Condition (1–5)
- Criticality (1–5)
- Remaining useful life
- Operational experience and staff input
- Past maintenance and failures

High-risk assets — those in poor condition and critical to municipal services — appear earlier in the plan. Assets that remain in good condition or serve fewer essential functions appear later. This approach helps the Village reduce emergency repairs, keep services reliable, and make annual budgeting more predictable.

Replacement timing indicates the year staff expect an asset to be replaced. This information comes directly from the Excel asset inventory, which tracks each asset's condition, remaining life, cost, and importance.

This lifecycle approach ensures Birch Cove invests in the right assets at the right time, using a practical, cost-effective method that fits the needs of a small municipality.

Risk Management

Risk management helps the Village identify which assets are most likely to fail and the consequences of those failures. This makes sure that the Village focuses its limited resources on the assets that matter most for safety, service delivery, and community well-being.

Birch Cove uses a practical, easy-to-understand method to assess asset risk. Staff determine risk using three factors recorded in the Village's Excel asset inventory:

1. **Condition (1–5):** Staff assign a condition rating based on visual inspections, operator experience, and maintenance history. Assets in poorer condition present higher risk.
2. **Criticality/Importance (1–5):** Staff evaluate how essential each asset is to public safety, municipal operations, or community services. Roads, stormwater assets, and essential equipment receive high scores, while decorative or low-use assets receive lower scores.
3. **Remaining Useful Life:** Staff identify assets nearing end-of-life or experiencing recurring failures as higher-risk, requiring earlier intervention.

Together, these three factors create a risk ranking for every asset.

Council and staff then use this ranking to decide:

- Which assets need attention first
- Which projects enter the 10-year Capital Plan
- Where maintenance should be focused
- Where funding and reserves should be allocated
- When grant applications should be pursued

High-risk assets—those in poor condition, with high importance and limited remaining life—appear early in the 10-year Capital Plan to reduce the likelihood of failures or service disruptions.

This structured, risk-based approach helps Birch Cove maintain reliable services and make well-timed, affordable infrastructure decisions.

Financial Strategy

Birch Cove's financial strategy centers on its 10-year Capital Plan. The plan identifies when major assets will need repair or replacement and helps Council budget for these costs over time.

This approach includes:

- Prioritizing high-risk assets first (the assets with the worst condition or highest importance).
- Planning for expected capital costs using historical cost data from the Excel asset inventory and adjusting those costs for inflation or updated pricing when available.
- Scheduling major projects in advance to prevent sudden or unexpected financial burdens.
- Supporting long-term reserve planning by identifying how much the Village needs to save each year.
- Using the capital plan to prepare for grant opportunities, since many funding programs require an up-to-date asset management plan.
- Matching available funding to service levels to make sure that the Village can afford the LOS standards identified by Council and administration (and residents).

By linking the 10-year Capital Plan to condition data, risk rankings, and expected replacement costs, Birch Cove can make steady, realistic financial decisions. This strategy protects essential services, strengthens long-term affordability, and reduces the likelihood of large, unpredictable expenses.

Improvement Plan

Asset management is a continuous process that improves over time as new information becomes available and as municipal needs change. Birch Cove will strengthen its asset management practices through small, practical improvements that fit the Village's staffing and financial capacity.

Over the next several years, the Village will focus on the following improvements:

- **Standardize Inspection Routines:**
Develop simple, repeatable inspection checklists for high-risk assets, including roads, playgrounds, stormwater infrastructure, and marine structures.
- **Formalize Inspection Schedules:**
Maintain annual bridge and marine structure inspections and continue regular equipment and building reviews.
- **Improve Maintenance Documentation:**
Track recurring issues, operator observations, and maintenance activities more consistently to keep condition ratings accurate.
- **Enhance Financial Planning:**
Review reserve contributions periodically to ensure long-term funding aligns with major future replacements identified in the 10-year Capital Plan.

These improvements will help Birch Cove build a stronger, more reliable, and more financially sustainable asset management system over time.

Improvement Plan

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Monitoring & Review

The Asset Management Plan is a living document and the Village will update it regularly to keep it accurate, useful, and aligned with Council's priorities.

The Village will use this review cycle:

- **Annual Asset Inventory Updates:**
Staff update the Excel asset register each year to reflect new purchases, disposals, replacements, changes in asset condition, and updated cost information.
- **Annual Review of Condition Ratings:**
Public Works staff and operators review asset condition ratings annually using inspection results, maintenance records, and their operational experience.
- **Integration with Annual Budgeting:**
Council and administration review and adjust the 10-year Capital Plan each year during the municipal budgeting process to ensure funding aligns with high-priority and high-risk projects.
- **Full AMP Review Every 4–5 Years:**
Council completes a comprehensive update of the Asset Management Plan—including LOS, risk rankings, and lifecycle strategies—at least once per Council term or when major policy or legislative changes occur.
- **Interim Updates as Needed:**
Staff update the AMP sooner if significant assets fail, major infrastructure is added or replaced, grant opportunities require updated documentation, or LOS expectations change.

This monitoring and review process makes sure that the AMP continues to support responsible decision-making, long-term financial planning, and reliable municipal service delivery

Appendix

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DRAFT

Asset Management Policy

(Draft for Council Consideration)

1. Purpose

The purpose of this policy is to establish a consistent and transparent framework for managing municipal assets in accordance with The Municipal Government Act (Alberta) and other applicable provincial legislation. The policy makes sure that the Village's assets are managed responsibly to provide safe, reliable, and affordable services to both permanent residents and the significant seasonal population that visits Birch Cove.

2. Scope

This policy applies to all municipal assets owned, operated, or managed by the Summer Village of Birch Cove, including but not limited to:

- **Land**
- **Land Improvements**
- **Buildings**
- **Machinery & Equipment**
- **Engineered Structures**

Given the Village's limited staffing and financial capacity, asset management activities will be scaled appropriately to available resources.

3. Guiding Principles

- **Service Delivery:** Assets exist to support essential municipal services. Decisions will focus on maintaining realistic, affordable service levels aligned with community needs.
- **Lifecycle Approach:** Assets are managed from acquisition through operation, maintenance, renewal, and eventual disposal, to maximize useful life and minimize unexpected failures.
- **Financial Sustainability:** Asset decisions will balance affordability with risk and performance. Long-term planning will consider the Village's limited tax base, seasonal population fluctuations, and constrained operating budget.
- **Risk Management:** The Village prioritizes critical assets—such as wastewater infrastructure, roads, and drainage systems—to reduce risks to public safety, environmental protection, and service continuity.
- **Transparency & Accountability:** Council and administration make asset decisions openly, supported by clear documentation, reporting, and communication with residents.
- **Integration:** Asset management will be integrated with the Village's strategic planning, budgeting, emergency planning, and regulatory obligations.

4. Roles & Responsibilities

Council:

- Approves this policy and sets strategic direction.
- Defines acceptable service levels in consultation with administration.
- Approves budgets, capital plans and long-term financial strategies.

Administration:

- Implements this policy and maintains the asset registry.
- Provides annual reporting on asset conditions, replacement values, risks, and service levels.
- Advises Council on priorities, funding needs and regulatory requirements.
- Ensures asset management practices are scaled to the Village's staffing and financial capacity.

Staff:

- Operate and maintain assets in accordance with defined service levels.
- Report on asset condition, failures, and operational issues.
- Support data collection for the asset registry.

5. Service Levels

- Service levels are defined by Council, based on community expectations, affordability, and regulatory requirements.
- Service levels reflect the Village's small size, limited staffing, and seasonal fluctuations in demand.
- Service levels are reviewed regularly and adjusted as needed.

6. Lifecycle & Financial Management

- Asset decisions consider total lifecycle costs, not just initial purchase price.
- Renewal and replacement planning are proactive to reduce service disruptions and emergency repairs.
- Financial planning includes reserves, grant opportunities, and long-term strategies to support asset renewal within the Village's limited fiscal capacity.
- The Village will pursue partnerships and regional collaboration where beneficial and necessary.

7. Risk Management

- Risks to service delivery are identified, assessed, and managed.
- Critical assets—such as wastewater systems, drainage infrastructure, and key transportation routes—receive priority in renewal planning.
- The Village maintains compliance with all applicable provincial and federal regulations.
- Limited staff capacity is considered when assessing operational risks

8. Monitoring & Reporting

Administration provides annual reports to Council on:

- Asset condition and performance.
- Replacement values and funding needs.
- Progress on asset management implementation.
- Reports are used to inform budget and capital planning decisions.

9. Review Cycle

This policy will be reviewed every four years, or sooner if required by legislative changes or significant shifts in municipal Council and/or priorities.

ASVA

Connecting Communities & Creating Futures



2026 ANNUAL REPORT

October 15 & 16, 2026

Holiday Inn & Suites Edmonton Airport & Conference Centre

1100-4th Street Nisku, AB, T9E 8E2



Association of
SUMMER VILLAGES
OF ALBERTA



MESSAGE FROM THE PREMIER OF ALBERTA

On behalf of the Government of Alberta, it is my pleasure to send greetings to members of the Association of Summer Villages of Alberta as you gather for your 68th Annual Conference, Trade Show and AGM: Connecting Communities and Creating Futures.

Strong communities, regardless of their size, make our province a vibrant, attractive place to call home. Summer villages offer something a little different, with a slower pace of life and a deep connection to the land and water. These municipalities share a commitment to residents' quality of life and effective governance, as well as to stewardship of their beautiful lakeshore locations.

This event is an important setting for local leaders to connect, share knowledge, find out what's new and work together. Thank you to the organizers and sponsors who help make it possible.

Please enjoy your time in our capital. Best wishes for an inspiring and productive conference!



A handwritten signature in blue ink that reads "Danielle Smith".

Honourable Danielle Smith, Premier of Alberta



President's Message

The theme of this year's conference is "**Connecting Communities & Creating Futures**".

How do we protect what we love while preparing for the future? Summer villages remain special because people care, neighbours look out for one another, volunteers organize community events, Councils make thoughtful decisions, and residents take pride in caring for the lake, the parks, and each other.

Today, summer villages across Alberta face many shared challenges. More seasonal cottages are becoming year-round homes, infrastructure is aging, and weather events are becoming more frequent and severe. Wildfire, flooding, shoreline protection, water quality, and financial sustainability are now regular topics at Council tables across the province.

These challenges can feel overwhelming, which is why the ASVA is so important. It connects Alberta's summer villages so we can share ideas, learn from one another, and speak with a united voice on issues that affect us all.

When one community finds a better way to manage infrastructure, strengthen emergency preparedness, protect the environment, or improve governance, that knowledge can benefit summer villages across Alberta. When provincial legislation or funding decisions affect summer villages, the ASVA helps ensure our distinct voices are heard.

The future is shaped not by one Council, volunteer, or organization, but by communities that choose to care. Vibrant communities do not happen by accident. If we stop volunteering, planning, investing, and working together, we gradually lose the very qualities that draw us to the lake. But when we collaborate with our neighbours, Municipal Districts, and surrounding Counties, we can create something extraordinary.

I also want to recognize the ASVA Board of Directors and our Executive Director for their outstanding commitment to representing the interests of all members. We have a strong team, and I look forward to another successful year.

Sincerely,

A handwritten signature in blue ink, which appears to read "Brian Waterhouse". The signature is stylized and fluid.

Brian Waterhouse
President ASVA



Executive Director's Message

Hello everyone,

It is hard to believe that three and a half years have passed since I stepped into the role of Executive Director for the ASVA. This year marks my fourth conference, and it remains a privilege to work alongside a team dedicated to advocating for Alberta's Summer Villages. We remain optimistic that our consistent messaging to the province—emphasizing that Summer Villages are strong, viable, and efficient—continues to resonate.

2026 has been an exceptionally productive year. In May, we hosted a CAO focus group session covering LAEA submissions, website rebranding, and AITA/POPA, with a second session planned for late fall. Additionally, we collaborated with the SV of Rochon Sands on their PMP binder and fact sheet. The ASVA engaged Brownlee LLP to review these materials, ensuring their accuracy before sharing them as a resource for all members. My sincere thanks to CAO John Jacobson, Mayor Dan Hiller, and the Rochon Sands Council for allowing us to distribute this valuable work.

I look forward to continuing our momentum and setting new goals with the Board. If you are interested in joining the ASVA Board or have any questions, please reach out to me or any current member. Thank you for your continued support and for attending our 68th Annual Conference. I look forward to seeing you all again in 2027.

Sincerely,

A handwritten signature in blue ink that reads "Kathy Krawchuk". The signature is fluid and cursive, with a small flourish at the end.

**Kathy Krawchuk, CLGM
Executive Director, ASVA**

ASVA

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA

On Behalf of the ASVA

Thank You and Farewell to Our Outgoing Board Member | 2026



Kathy Dion

Summer Village of Val Quentin – Lac Ste. Anne
ASVA Board Retirement October 2025

2026 ASVA Executive



PRESIDENT

Brian Waterhouse

Sundance Beach
Pigeon Lake Area



VICE PRESIDENT

Ren Giesbrecht

West Cove
Lac Ste. Anne Area



TREASURER

Rob Dickie

Betula Beach
Wabamun Lake Area



EXECUTIVE DIRECTOR

Kathy Krawchuk

ASVA

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA

2026 ASVA Directors



PAST PRESIDENT

Mike Pashak

Half Moon Bay
Gull Lake, Sylvan Lake, Buffalo & South Area



DIRECTOR

Kim Bancroft

Island Lake South, Larkspur, Bondiss, Sunset Beach,
Whispering Hills
Island Lake, Baptiste Area



DIRECTOR

Dan Hiller

Rochon Sands
Gull Lake, Sylvan Lake, Buffalo & South Area

Photo
Coming Soon

DIRECTOR

Gwen Jones

Sunset Point
Betula Beach, Lac Ste. Anne, Wabamun, & Lake Isle Area



DIRECTOR

Julie Maplethorpe

Jarvis Bay
Gull Lake, Sylvan Lake, Buffalo & South Area



DIRECTOR

Ian Rawlinson

Crystal Springs
Pigeon Lake Area



DIRECTOR

Curtis Schoepp

Whispering Hills
Island Lake & Baptiste Area



DIRECTOR

Marlene Walsh

Val Quentin
Betula Beach, Lac Ste. Anne, Wabamun, & Lake Isle Area

The History of Summer Villages and of the ASVA

For over a century, [Alberta's lakefront properties](#) have been a staple for cottage country recreation. To independently govern their growing recreational subdivisions, seasonal cottage owners established a unique model of local governance known as **summer villages**. Over the decades, these dedicated municipalities have empowered Albertans to effectively manage their resort communities while protecting their surrounding environments.

Historical Timeline and Evolution

- **March 1913:** Gull Lake was incorporated as Alberta's very first summer village, recorded under a plan of addition to the "Gull Lake Summer Resort".
- **October 1913:** The Summer Village of Lakeview was established via Provincial Statute Chapter 39, officially separating the cottage territory from the Village of Wabamun.



- **November 1958:** Sponsored by the Itaska Summer Village Council, founder Charles D. Denney organized a pivotal meeting of 33 delegates from 11 summer villages, launching what is known today as the [Association of Summer Villages of Alberta \(ASVA\)](#).
- **1977:** The ASVA formally incorporated as a provincial non-profit organization.
- **1995:** The provincial government passed Bill 32: The Municipal Government Amendment Act. This repealed sections 77(b) and 79 of the 1994 Municipal Government Act, permanently halting the creation of any new summer villages.

Current Structure and Governance

Alberta currently has **51 original summer villages**. The ASVA actively advocates for these unique **member municipalities** through a Board of Directors made up entirely of elected village officials and CAO's. While directors serve on various external committees, the ASVA board relies on three dedicated sub-committees for direct support:

- **The Lake Stewardship Steering Committee:** Focuses on managing cyanobacteria (blue-green algae) and monitoring aquatic invasive species.
- **The Conference Organizing Committee:** Coordinates annual municipal networking and educational events.
- **The Advocacy/Policy Committee:** Evaluates and acts on ongoing legislative and municipal policy matters.

ASVA — Supporting Summer Villages

Association of Summer Villages of Alberta

Summer Villages of Alberta

Argentia Beach
Betula Beach
Birch Cove
Birchcliff
Bondiss
Bonnyville Beach
Burnstick Lake
Castle Island
Crystal Springs
Golden Days
Grandview
Gull Lake
Half Moon Bay
Horseshoe Bay
Island Lake
Island Lake South
Itaska Beach

Jarvis Bay
Kapasiwin
Lakeview
Larkspur
Ma-Me-O Beach
Mewatha Beach
Nakamun Park
Norglenwold
Norris Beach
Parkland Beach
Pelican Narrows
Point Alison
Poplar Bay
Rochon Sands
Ross Haven
Sandy Beach
Seba Beach

Silver Beach
Silver Sands
South Baptiste
South View
Sunbreaker Cove
Sundance Beach
Sunrise Beach
Sunset Beach
Sunset Point
Val Quentin
West Baptiste
West Cove
Whispering Hills
White Sands
Yellowstone

ASVA — Who We Are

The Association of Summer Villages of Alberta was established in 1958 and later as a not-for-profit municipal organization in 1977. We have 96% membership of all 51 Summer Villages located in Alberta. We are here to serve and represent the interests of Summer Villages in Alberta.

VISION

Summer Villages are sustainable, year-round municipalities that are a well-respected, recognized level of government and advocate on behalf of our lakes and river environments.

MISSION

Inspire and support Summer Villages to achieve strong and effective local government through advocacy, communication, and education.

GOALS "ACE" — Advocacy, Communication, and Education



Association of
SUMMER VILLAGES
OF ALBERTA

A — ADVOCACY

1. Advocacy/Liaison with Provincial Government — meet with government to advocate for solutions that support summer villages and promotes the collective position of summer villages to decision makers, members and stakeholders.
2. Participation on Provincial Issues and Initiatives — ASVA partners with all levels of government, municipalities, industry, stakeholder groups, to resolve issues/challenges.
3. Advocate summer villages working together to build common solutions.
4. Effectively and transparently manage the ASVA as a high-profile municipal association accepted and recognized by our sister associations, other municipalities, and the provincial government.

C — COMMUNICATION

5. Provides useful, reliable information tailored too the specific needs of summer villages.
6. Keeps up-to-date on social media as a tool for communications (website, etc.).

E — EDUCATION

7. Organizing Annual Conference — bring together skills, provide experts to advise on governance and stewardship.
8. Provides access to a variety of resources (e.g. bylaw templates).
9. Supports solutions that help summer villages meet their sustainable objectives.
10. Provides education resources to support summer villages in their role as environmental stewards.



Association of
SUMMER VILLAGES
OF ALBERTA

Summer Villages of Alberta

by Lake and Region

LEGEND

Region 1

Island - Baptiste - 9

Region 2

St. Paul - Bonnyville - 3

Region 3

Lac Ste Anne - Wabamun - 17

Region 4

Pigeon Lake - 10

Region 5

Sylvan - Gull - South - 12

REGION 1 Island - Baptiste

Summer Village	Lake	Region
South Baptiste	Baptiste	Island - Baptiste
Sunset Beach	Baptiste	Island - Baptiste
West Baptiste	Baptiste	Island - Baptiste
Whispering Hills	Baptiste	Island - Baptiste
Island Lake	Island	Island - Baptiste
Island Lake South	Island	Island - Baptiste
Larkspur	Long Island	Island - Baptiste
Bondiss	Skeleton	Island - Baptiste
Mewatha Beach	Skeleton	Island - Baptiste

REGION 3 Lac Ste Anne - Wabamun

Summer Village	Lake	Region
Silver Sands	Isle	Lac Ste Anne - Wabamun
South View	Isle	Lac Ste Anne - Wabamun
Birch Cove	Lac La Nonne	Lac Ste Anne - Wabamun
Castle Island	Lac Ste Anne	Lac Ste Anne - Wabamun
Ross Haven	Lac Ste Anne	Lac Ste Anne - Wabamun
Sunset Point	Lac Ste Anne	Lac Ste Anne - Wabamun
Val Quentin	Lac Ste Anne	Lac Ste Anne - Wabamun
West Cove	Lac Ste Anne	Lac Ste Anne - Wabamun
Yellowstone	Lac Ste Anne	Lac Ste Anne - Wabamun
Nakamun Park	Nakamun	Lac Ste Anne - Wabamun
Sandy Beach	Sandy	Lac Ste Anne - Wabamun
Sunrise Beach	Sandy	Lac Ste Anne - Wabamun
Betula Beach	Wabamun	Lac Ste Anne - Wabamun
Kapasiwin	Wabamun	Lac Ste Anne - Wabamun
Lakeview	Wabamun	Lac Ste Anne - Wabamun
Point Alison	Wabamun	Lac Ste Anne - Wabamun
Seba Beach	Wabamun	Lac Ste Anne - Wabamun

REGION 2 St. Paul - Bonnyville

Summer Village	Lake	Region
Bonnyville Beach	Moose	St. Paul - Bonnyville
Pelican Narrows	Moose	St. Paul - Bonnyville
Horseshoe Bay	Vincent	St. Paul - Bonnyville

REGION 4 Pigeon Lake

Summer Village	Lake	Region
Argentia Beach	Pigeon	Pigeon Lake
Crystal Spring	Pigeon	Pigeon Lake
Golden Days	Pigeon	Pigeon Lake
Grandview	Pigeon	Pigeon Lake
Itaska Beach	Pigeon	Pigeon Lake
Ma-Me-O Beach	Pigeon	Pigeon Lake
Norris Beach	Pigeon	Pigeon Lake
Poplar Bay	Pigeon	Pigeon Lake
Silver Beach	Pigeon	Pigeon Lake
Sundance Beach	Pigeon	Pigeon Lake

REGION 5 Sylvan - Gull - South

Summer Village	Lake	Region
Rochon Sands	Buffalo	Sylvan - Gull - South
White Sands	Buffalo	Sylvan - Gull - South
Burnstick Lake	Burnstick	Sylvan - Gull - South
Ghost Lake	Ghost	Sylvan - Gull - South
Waiparous	Ghost	Sylvan - Gull - South
Gull Lake	Gull	Sylvan - Gull - South
Parkland Beach	Gull	Sylvan - Gull - South
Birchcliff	Sylvan	Sylvan - Gull - South
Half Moon Bay	Sylvan	Sylvan - Gull - South
Jarvis Bay	Sylvan	Sylvan - Gull - South
Norglenwold	Sylvan	Sylvan - Gull - South
Sunbreaker Cove	Sylvan	Sylvan - Gull - South



Vision

Summer Villages are sustainable, year-round municipalities that are a well-respected, recognized level of government and advocate on behalf of our lake and river environments.

Mission

Inspire and support Summer Villages to achieve strong and effective local government through advocacy, communication, and education.

Accomplishments, Successes, and Challenges

ASVA had another busy year focused on advocacy, communication, and education. In 2025/2026, ASVA advanced important initiatives on behalf of members and hosted one of its most successful conferences to date, with representatives from 84% of member Summer Villages participating and strengthening engagement across the community. Member resolutions, including the 2024 Grandview resolution seeking improvements to the Municipal Accountability Program, have been submitted to the government and the ASVA continues to advocate for these priorities with the Government of Alberta. The open mic session encouraged valuable discussion and generated ideas now under Board consideration. Planning is also underway for the 2027 conference, which will mark ASVA's 50th anniversary as an incorporated society.

On November 12, 2025, Mike Pashak and Brian Waterhouse met with Minister Dan Williams and his support staff to introduce the Minister to Summer Villages, highlight ASVA's achievements, and discuss collaboration with his Ministry. Discussion focused on the changing nature of Summer Villages, including population growth that is outpacing smaller municipalities in Alberta and increasing resident demand for urban-style infrastructure such as roads, bridges, water and wastewater systems, recreation amenities, and broadband connectivity. The Minister showed particular interest in ASVA's work on financial health metrics and their potential to provide early warning signs for municipalities under fiscal stress. He also considered ASVA's recommendations on the Education Property Tax requisition and the potential benefits for municipalities with populations of 2,500 or fewer. The Minister stated that LGFF funding would not increase, citing Alberta's \$6 billion deficit at the time, and noted concerns about the viability of some municipalities facing population decline and aging infrastructure.

At its December 11, 2025, meeting, the Board of Directors resolved to keep 2026 membership fees at 2025 levels, supported by the success of the recent conference. The ASVA Board thank members for their continued support. Any questions, suggestions, or comments may be directed to Executive Director Kathy Krawchuk at (780) 236-5456 or execdirector@asva.ca.



History of Summer Villages

Traditionally, Summer Villages originated from cottage resort areas where seasonal residents sought representation in local governance or expressed dissatisfaction with the quality of services provided, particularly following substantial increases in municipal taxes levied by rural municipalities. In some cases, both elevated tax rates and inadequate service provision relative to taxation were factors. The services in question extended beyond conventional public works to encompass environmental management and public safety initiatives.

In 1957, Kenneth A. McKenzie served as Mayor of Itaska Beach and Charles Denney held the position of Secretary Treasurer. Concerned about decreasing grant allocations to his Summer Village, Mayor McKenzie presented his case to members of Cabinet. His efforts proved effective, prompting Charles Denney to recognize that a collective association could further enhance lobbying power for Summer Villages. Consequently, Mr. Denney convened an organizational meeting in the McDougall Room of Edmonton's old YMCA on November 5, 1958. The meeting was attended by thirty-three representatives from eleven of Alberta's sixteen Summer Villages. As a result, the Association of Summer Villages of Alberta (ASVA) was established. The ASVA goals are to Advocate, Communicate, and Educate our members.

ADVOCATING

Last year, ASVA advocated for the Summer Village of Ma-Me-O Beach, which faced possible dissolution due to a \$5 million debt from an unsuccessful sewer project. ASVA secured two seats on the viability review committee for President Mike Pashak and Ren Giesbrecht, who participated in several meetings with the Minister of Municipal Affairs. ASVA also submitted letters requesting a favourable decision. On November 21, 2025, Minister Williams notified the ASVA and Ma-Me-O Beach with his decision to allow Ma-Me-O to remain a Summer Village, subject to directives based on the viability review report. This decision closes the Grandview resolution brought forward at the 2025 AGM.

In support of our partner Alberta Municipalities (ABmunis), we initiated a letter writing campaign urging the province to implement the Aquatic Invasive Species (AIS) Task Force recommendations. The Task Force report clearly outlines the severe risk that zebra and quagga mussels pose to irrigation systems, municipal water infrastructure, food production and water quality issues. On August 20, 2026, Alberta's government announced it is "relaunching a task force to defend the province from aquatic invasive species, including invasive mussels and fish". This demonstrates the strength of collective advocacy and shows that our efforts continue to make an impact. For more details visit [Next round in the fight against invasive species | alberta.ca](https://www.alberta.ca/next-round-in-the-fight-against-invasive-species)

The ASVA submitted focused feedback for changes to the Local Authorities Election Act (LAEA). What the ASVA is asking for is:

- Allow special ballots without requiring a permanent electors register.
- Clarify authority to use and retain land title and municipal records.
- Introduce reasonable limits on the number of votes and candidates per property.
- Permit nomination periods for Summer Villages.
- Require campaign bank accounts only when contributions exceed \$1,000.



- Consolidate campaign disclosure requirements post-election.

Currently, Municipal Affairs is reviewing our LAEA submission, and we expect the final draft of the Act sometime in 2027.

ASVA Submitted a request to Municipal Affairs for changes to municipal indicators 11 and 12 and requested Summer Villages be excluded from Municipal Indicator 13 (Interest in Municipal Office).

Municipal Affairs recently invited ASVA, Abmunis, RMA, and CAOs to participate in a Councillor Accountability Framework Workshop. ASVA also submitted formal written feedback to the department.

COMMUNICATING

ASVA regularly communicates with member CAOs through Executive Director Kathy Krawchuk, sharing updates from the ASVA Board and partner organizations, including:

- ABmunis
- Athabasca Watershed
- Alberta Invasive Species Council
- Alberta Lake Management Society (ALMS)
- Nature Alberta

This year, ASVA partnered with LOOP Websites to develop our new website. The ASVA Board recognizes the value of a strong website for communicating with members. If you have not already done so, please visit our website at www.asva.ca.

EDUCATE

We continue to educate our members through CAO focus group sessions held a couple times per year. The spring CAO session focused on website branding, LAEA submissions, ATIA/POPA update.

With the help of the Summer Village of Rochon Sands, the ASVA developed and distributed templates for the ATIA and POPA Acts. We distributed a brochure identifying the various Invasive plant species found around our lakes. We also distributed notifications pertaining to:

- Advertising Bylaw
- Fire and Dock Insurance
- Joint use and planning agreements (JUPAs)
- LGFF Operating Fund Changes

Each year, ASVA hosts its annual fall conference, featuring vendors who connect members with service providers and guest speakers who present on topics relevant to our members. As ASVA's only fundraising event, the conference is essential to supporting our mission. We sincerely appreciate the continued support of your council and administration and the vendors through their participation in this important event. Together we are stronger, your continued support and membership is truly appreciated. Feel free to reach out to us through your CAO. We are here to help.

Association of Summer Villages of Alberta

Statement of Financial Position

As at December 31, 2025

ASSETS			
		2025	2024
CURRENT ASSETS			
Cash	\$	83,970	\$ 50,994
Term Deposits		10,000	30,000
		93,970	80,994
TOTAL ASSETS		\$ 93,970	\$ 80,994
LIABILITIES			
CURRENT LIABILITIES			
Accounts Payable		315	4,885
Mastercard Payable		132	66
		447	4,951
LONG TERM LIABILITIES		-	-
TOTAL LIABILITIES		447	4,951
NET ASSETS			
Unrestricted Net Assets			
Balance, beginning of year		76,043	70,203
Surplus (deficit)		17,480	5,840
Balance, end of year		93,523	76,043
TOTAL NET ASSETS		93,523	76,043
TOTAL LIABILITIES & NET ASSETS		\$ 93,970	\$ 80,994

Audited, accepted and presented as a true and accurate statement of financial position
by the appointed members of the audit committee

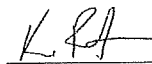
Approved By

Date

22-Jun-2026 MDT

Kim Bancroft - Director

Name & Position



Signer ID: T4GZOBOP13...
Signature

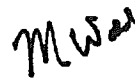
Approved By

Date

23-Jun-2026 MDT

Marlene Walsh - Director

Name & Position



Signer ID: JKIUARGR13...
Signature

Association of Summer Villages of Alberta

Statement of Operations

For the Year Ending December 31, 2025

	2025	2024
REVENUE		
ASVA Conference	\$ 80,935	\$ 64,812
Dues	44,752	43,001
Grants	-	-
Interest Income	3,415	2,242
Workshops	15,901	-
Total Operating Revenues	145,004	110,055
OPERATING EXPENSES		
ASVA Administration	59,675	58,167
ASVA Conference	39,049	30,924
Bank Charges & Interest	65	89
Board Remuneration	7,447	4,620
Contracted Accounting Services	3,150	3,339
Insurance	2,695	2,584
Meeting Expenses		1,598
Memberships	545	425
Office & Telecommunication	2,125	2,323
Website	546	147
Workshop Costs	12,227	-
Total Operating Expenses	127,524	104,215
Total Surplus (Deficit) for the period	\$ 17,480	\$ 5,840

**Audited, accepted and presented as a true and accurate statement of financial position
by the appointed members of the audit committee**

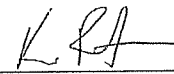
Approved By

Date

22-Jun-2026 MDT

Kim Bancroft - Director

Name & Position



Signer ID: T4GZOBOP13...

Signature

Approved By

Date

23-Jun-2026 MDT

Marlene Walsh - Director

Name & Position



Signer ID: JKIUARGRT3...

Signature

2026 Summer Village Milestone Anniversaries



35
YEARS

SUMMER VILLAGE OF
Sunbreaker Cove



40
YEARS

SUMMER VILLAGE OF
Jarvis Bay



60
YEARS

SUMMER VILLAGE OF
Nakamun Park



60
YEARS

SUMMER VILLAGE OF
Val Quentin



70
YEARS

SUMMER VILLAGE OF
Sandy Beach



75
YEARS

SUMMER VILLAGE OF
Point Alison



105
YEARS

SUMMER VILLAGE OF
Seba Beach

ASVA Lifetime Members

1991 — 2026

Archie
Grover

1992

Barry
Virtue

2002
RIP

Gordon
Harris

2011

Marj
Norris

2012
RIP

Sue
Evans

2013

Art
Lamoureux

2014
RIP

Betty
Forfylow

2017

Sharon
Plett

2018

Chuck
Dechene

2019

Leslie
Ellis

2020

Dennis
Evans

2022

Peter
Pellat

2023

Roger
Montpellier

2024

Gary
Burns

2025

2026

2027

THANK YOU

TO OUR 2026 ASVA CONFERENCE SPONSORS



We are deeply grateful for your partnership. Your commitment brings our members together and shows your belief in ASVA and in the Summer Villages that are such an important part of our regions.

It is because of your support that the 2026 ASVA Conference is such a resounding success.

*With sincere gratitude, the 2026 ASVA Conference
Committee, Executive and Board of Directors.*



2026/09/30

Subject: ASVA Response – National Police Federation Call to Action

Dear Melissa,

Thank you for reaching out to Alberta municipalities and stakeholder organizations regarding the National Police Federation's Call to Action concerning the future of provincial policing in Alberta.

The Association of Summer Villages of Alberta used the opportunity created by your correspondence to undertake a detailed consultation with its member municipalities.

Rather than asking Summer Villages simply to support or oppose the National Police Federation's Call to Action, or to choose between the RCMP and an Alberta-based policing model, ASVA structured the consultation to better understand two things: the circumstances of its member municipalities that may affect policing and policing costs, and the information municipalities believe they require before they can responsibly assess any fundamental restructuring of provincial policing.

The consultation gathered information regarding municipal size, current policing costs, distance from serving detachments, local facilities and public-use areas, as well as the financial, operational and service-delivery issues of greatest concern to participating municipalities. This information will also help ASVA better understand the circumstances of its membership in future policing and Police Funding Model discussions.

Although participating municipalities represented differing community sizes, policing costs and service circumstances, their responses showed a high degree of consistency on the principal issues. Municipal affordability, Police Funding Model impacts, rural policing service and response, the effect of policing costs on very small municipalities, and the need to understand the value and service received for municipal contributions emerged repeatedly as important concerns.

There was also strong support among participating municipalities for ASVA seeking complete financial, operational, governance and service-delivery information before final restructuring decisions are made, and unanimous support among respondents for coordinated ASVA advocacy with Alberta Municipalities and the Rural Municipalities of Alberta seeking that information and meaningful municipal consultation.



The consultation was intentionally not designed as a vote on policing providers. Accordingly, ASVA does not interpret the results as authorization to endorse the National Police Federation's Call to Action or provide the Association's logo in support of it.

That should not be interpreted as a rejection of the concerns raised by the NPF. There is clear common ground around the need for transparency, complete costing, reliable service information and meaningful municipal consultation before decisions of this magnitude are made.

ASVA will now use the direction received through its member consultation to raise those issues directly with the Government of Alberta.

We have copied ASVA member municipalities on this correspondence, so they are aware of how the Association has responded to the National Police Federation's request and how the input received through the consultation is being carried forward.

Thank you again for bringing this matter forward and for providing municipalities with an opportunity to consider these important questions.

Sincerely,

Brian Waterhouse

President

Association of Summer Villages of Alberta

cc: Alberta Municipalities
Rural Municipalities of Alberta
ASVA Member Summer Villages

In the next week or so, Telus will begin contacting each municipality and First Nation that has signed an LGA agreement for Next Generation 9-1-1 (NG9-1-1) service. The contact will be done one at a time so it will take several weeks to contact all Alberta municipalities and first nations. You can expect this communication in the next weeks although it may be sent to someone else in your organization. We have provided our AMDSP GIS contacts to Telus which should help to keep you informed.

A significant part of the LGA agreement relates to the provision and maintenance of GIS data for NG9-1-1. The documents from Telus will provide detailed instructions on what is required and will ask each organization to identify who will be responsible for sending the data to Telus and how those updates will be provided.

For our AMDSP members, there is reason to take these requirements seriously—but there is also good news.

Why these requirements are important

The technical requirements are substantial and quite possibly beyond the capabilities of all but our largest members.

The Telus documents request information that may require some investigation, including such things as identifying your Public Safety Answering Point (PSAP) and providing boundaries for emergency management, fire services, and police services in your area.

The documents make it clear that the municipality or First Nation that signed the LGA agreement is responsible for providing and updating the data, as well as for any liability associated with errors in the data submitted. This liability is not transferable to another agency.

The good news for AMDSP members

AMDSP has been developing a new system specifically to meet the Telus data-submission requirements. The system will be able to submit data to Telus on behalf of any member that names AMDSP as its data aggregator.

The new system will handle both the initial data submission and the ongoing submission of “delta” datasets. Delta datasets contain only the changes—additions and deletions—made after the initial data load. This requirement adds considerable complexity to the system, but once it is built, the same process will serve all AMDSP members using this service.

AMDSP has been working with ESRI, the GIS vendor supporting Telus, to test our member data against the validation routines that will be used for Telus submissions. Our goal is to identify and resolve issues before submissions are required, allowing members to correct errors well ahead of the deadlines. This will require input from our members.

AMDSP is also registering as a Federal not for profit corporation so that it can formally take on the additional responsibility and liability associated with providing this data-submission service for our members. This is part of our commitment to helping members overcome the technical and administrative challenges of validating and submitting their data to Telus.

What happens next

AMDSP will continue working with our members and Telus to complete the required documentation and assist members in preparing the necessary data.

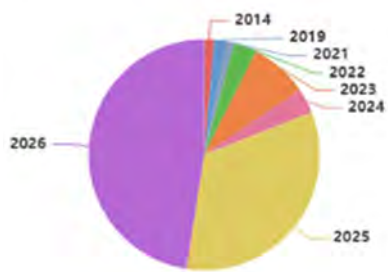
The requirement for polygon data defining PSAP boundaries and other service boundaries presents a new challenge. More information will follow as these requirements are clarified.

The example to the right illustrates what a potential PSAP polygon layer would look like. These boundaries will need to remain synchronized with the geoadministrative boundary layer and other required polygon layers. This again adds a lot of complexity to the system required for data submission to Telus.

The release of the new AMDSP system is expected within the next couple of months. The system will include the additional tests required to help ensure that member data passes the Telus submission process.

**What AMDSP members should do now**

Member Update Submissions



Keep your data current. Make sure your data is accurate and up to date. Several members currently have data that is too old to be considered valid for submission to Telus. The AMDSP membership agreement requires members to review or submit their data at least once each year.

The LGA agreement with Telus provides for a three-day turnaround to address issues identified in the GIS data. Each member will need to determine who will be responsible for responding to address-related questions and provide AMDSP with the appropriate contact

information.

To help ensure that issues can be addressed within the required timeframe, it is important that AMDSP has a reliable contact for each member who can respond to mapping inquiries. We recognize that responsibilities can change, so please ensure that the contact information provided to AMDSP remains current.

Pay your AMDSP membership dues.

Provide the information in the upcoming Telus documents to Telus and AMDSP so that the polygon data needed for the NG9-1-1 system can be created.

Contact AMDSP if you have questions about the Telus requirements or the AMDSP submission process.

AMDSP Support support@amdsp.ca (403) 778-0979

Summer Village of Birch Cove

Insurance & Risk Services
Mid Year Review



Streamlined communication

Our Regional Managers focus on communities within specific sections of the province. This allows them to deepen their connections and build on their knowledge of the communities in their region.

Our regional approach provides:

- your administration team with a point of contact for all your business needs
- a trusted source of information and a resource that can improve coordination of your services & recommend the most appropriate services at the right time for the best possible success.

As of June 15, our Insurance and Risk Advisors have moved to support Alberta Municipalities through a regional model. This means that you will have dedicated points of contact and one team with local knowledge to support your Insurance operations needs.



Your team at ABmunis

Michael O'Mara
Regional Manager

Rosa Doyle
Insurance and Risk Advisor

Robyn Becker
Program Lead,
Customer
Experience

Cassidy Rush
Director,
Insurance

Lilliana Chalifoux
Director, Claims

Daniel Jackson
Director, Risk
Services

Jillene Nystad
Administrative
Assistant

Claims
Examiner

Alex Darling
Legal Counsel,
Insurance
Claims

Statement of Values

- Statement of Values documents hold all the buildings, contents, mobile equipment, and automobiles insured on the policy.
- A copy of your statement of values documents are sent with renewal each year, including most recently with the renewal package sent January 27th, 2026.
- These documents should be reviewed and updated often, with the expectation that it is being done at a minimum of every year prior renewal.
- Underinsurance of items can lead to a lower claims payout than needed and we want to insure that in the event of a claim; you are returned to the same standing as prior to the claim.
- If you have Origami portal access these documents can be obtained there and updated at any time, if not you can reach out to your Regional Manager or Insurance Advisor for copies and updates as needed.
- Contents limits should be considered on the basis of all items being replaced like, kind, and quality but new if claimed.

Insurance and Risk Advisors

They're here for you.

Insurance Advisory & Program Design

Assess exposures and unique municipal risks, recommend appropriate coverages, limits, and deductibles, design programs that balance protection, stability, and cost

Risk Management & Loss Prevention

Identify trends and emerging risks, connect members with risk management resources and education, support proactive approaches to reducing claims and losses



Claims Examiners

Support when it matters most – claims@abmunis.ca

Claims Reporting & Coordination

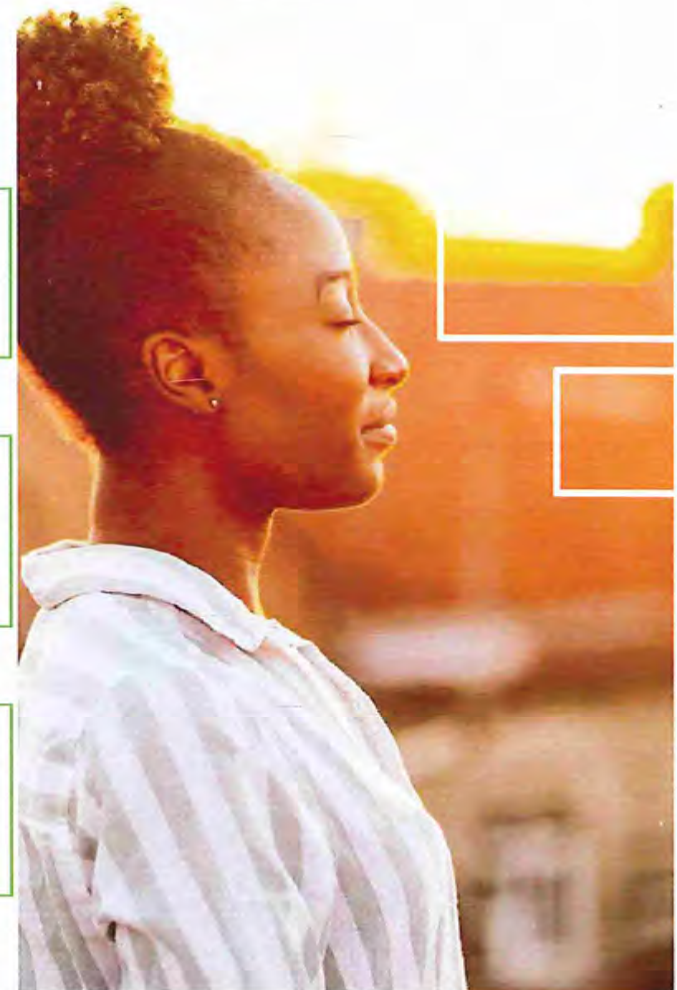
Assist with reporting claims promptly and accurately, liaise with insurers, adjusters, and legal counsel, ensure information flows clearly between all parties

Claims Advocacy & Issue Resolution

Advocate on your behalf throughout the claims process, help resolve coverage questions or complex claims issues, escalate concerns when needed to support fair outcomes

Claims Trends & Program Insights

Track loss history and claims patterns Support discussions on deductibles, risk mitigation, and program improvements Inform renewal and risk management strategies



ABmunis Insurance Program

Reciprocal Update – A strong and stable program

We insure the right risks

- Your coverage is focused on municipal and community related infrastructure and operations, not personal homes or consumer risks.
- This means our program is not driven by the same factors you're hearing in the news.

Your assets are better protected

- Municipal and community related infrastructure is typically central, essential, and prioritized for protection during events.
- Our understanding of these risks goes beyond what's visible from the outside, we focus on how communities actually operate and respond.

The program is designed for stability

- The program is built to cover losses while maintaining long-term stability, even when claims occur.
- Through disciplined underwriting and strong market placement, we work to keep premiums predictable over time.

Insurance updates

Items of note for 2026

- Participants of the new stand-alone **cyber program**, with \$1M/\$2M limits, are already experiencing significant premium decreases.
- **Stand-alone special event cancellation coverage** has been expanded to include weather (including smoke), non-appearance, and active assailant.
- **Government of Alberta Bill 47** (known as Care-First reform for Auto Insurance) will take effect for all automobile insurance types on January 1, 2027. At this time there will be no change to delivery of our program, price, or claims handling with this new reform. If you would like any further information about Care-First auto insurance, please visit <https://www.alberta.ca/care-first-auto-insurance>

Insurance market trends

- Despite easing claim volumes, loss severity continues rising due to higher labour, materials, legal, and technical service costs in Alberta.
- Hail, wind, and heavy rain generate most Alberta claims, making recurring weather events a major driver of national insurance losses.
- Alberta's commercial insurance market remains stable in 2026, with no broad hardening despite continued underlying loss cost pressures.
- Demand for pollution coverage is rising in Alberta due to aging infrastructure, increased regulatory scrutiny, and environmental awareness.
- Cyber insurance capacity expands in 2026, but insurers enforce strict controls including MFA, incident response planning, and patch management.

Good to know

Alberta's Emergency Management System

Who does what during an emergency?

Local Authority (Municipality)

- First responder for emergencies in their community
- Declares local states of emergency
- Issues evacuation orders and local updates
- Primary source of on-the-ground information

Alberta Emergency Management Agency (AEMA) – GOA

- Coordinates provincial emergency response and recovery
- Supports municipalities during major incidents
- Operates the **Provincial Emergency Coordination Centre (PECC)**
- Manages **Alberta Emergency Alerts**
- Leads provincial disaster recovery and resilience programs
- **AEMA (general): 780-422-9000 | Toll-free: 310-0000**

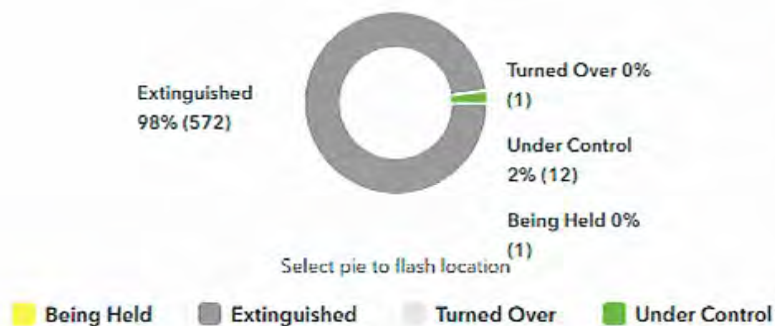


Alberta Wildfire status

As of July 23, 2026 via [Alberta Wildfire Status](#)

- 13 Current active wildfires, 586 total for 2026
- 18,287 hectares burned
- 0 Municipal Wildfires (active)

Current year wildfires by status



Does not include carryover, mutual aid or municipal wildfires.



Fire season preparedness recommendations

Proactive actions to reduce risk and strengthen readiness

Develop and maintain wildfire preparedness plans, including clear roles, communication protocols, and evacuation procedures

Regularly assess and mitigate site risk, including vegetation management, defensible space, and fuel reduction

Ensure emergency resources are ready, including water supply access, backup power, and critical equipment

Train staff and conduct exercises to ensure familiarity with emergency response and evacuation procedures

Strengthen communication channels with local authorities, neighbouring municipalities, and ABmunis

Review insurance coverage and risk exposure to ensure adequate protection and alignment with current conditions



Water damage trends and support



What we're seeing

- Burst and cracked pipes remain a leading cause of property claims
- Repairs are costly and often exceed \$100,000
- Claims may be denied for vacant or unoccupied buildings if requirements are not met

Key policy considerations

- Buildings vacant or unoccupied for more than 180 days may not be covered
- Documented regular inspections are required monthly
- Records must be available if a claim is submitted

Cyber Insurance

Cyber risk = operational risk

Service disruption, financial exposure, governance impact

What we're seeing

- Ransomware & outages impacting core systems
- Vendor incidents with ATIA/POPA obligations
- Funds transfer fraud targeting finance teams

ABmunis solution (CFC)

- Public-sector cyber coverage
- 24/7 incident response + expert support
- 99.1% claims acceptance rate

Why this matters to you

- Covers unplanned costs
- Supports service continuity
- Helps meet regulatory obligations

Bottom line: Protects services, operations, and public funds

Special Events Liability

MNX002 Commercial General Liability policy can extend to cover some special events.

- Coverage is limited to the customer, it's employees, councillors/board and volunteers only
- Third party vendors are not covered under liability
- Recommended to collect certificates of insurance from third party vendors instead of assuming liability
- Special event losses will affect future insurance program rating
- MNX002 Excludes certain activities and Participant Injury is also excluded (refer to policy exclusions)

Stand Alone Events Policy (Single event, Multi-Event and Annual Blanket policies available)

- Customer is listed as First Named Insured
- Vendor coverage can be added to cover third party vendor operations for liability
- No requirement to collect vendor certificates of insurance when vendor coverage is added
- Policy starts and ends with the event, claims do not impact your regular insurance policy's experience
- Participant Injury coverage can be added at an additional cost

Risk Services

Water Damage: How ABmunis Supports Members

Preventing Water Damage

ABmunis Risk Services has developed a *Cracked and Burst Pipe Prevention Guide* that provides guidance on:

- Cold-weather preparation
- Building monitoring
- Routine maintenance
- Helps establish inspection schedules that meet policy requirements

Responding Effectively

The *Water Escape Response Plan Guide* helps reduce damage and disruption when incidents occur

- Supports municipalities to:
 - Identify water shut-off locations
 - Maintain emergency contact lists and restoration vendors
 - Ensure staff are trained and emergency supplies are available
- Enables faster response times and reduces overall claim severity and costs

Risk Services Information

Sewer Backup Claims

The Challenge

Sewer backup claims from third-party property owners are a common municipal exposure

Many claims are ultimately denied after investigation (often due to issues on private property)

Despite denial, customers still incur significant costs:

- Claims adjusting expenses
- Legal fees
- Administrative resources

These costs can negatively impact overall claims experience and loss history

Risk Services Information

Sewer Backup Claims: Our Solution

Sewer Backup Retention & Guidance Package

- Designed to help members:
- Clarify liability thresholds and responsibilities
- Make informed decisions on retaining smaller losses
- Apply consistent and defensible claims denial processes

The Impact

- Reduces unnecessary claims-related expenditures
- Improves claims outcomes
- Strengthens overall risk management practices

Claims status update

No open claims as of July 21, 2026

2026 Renewal Premium Breakdown



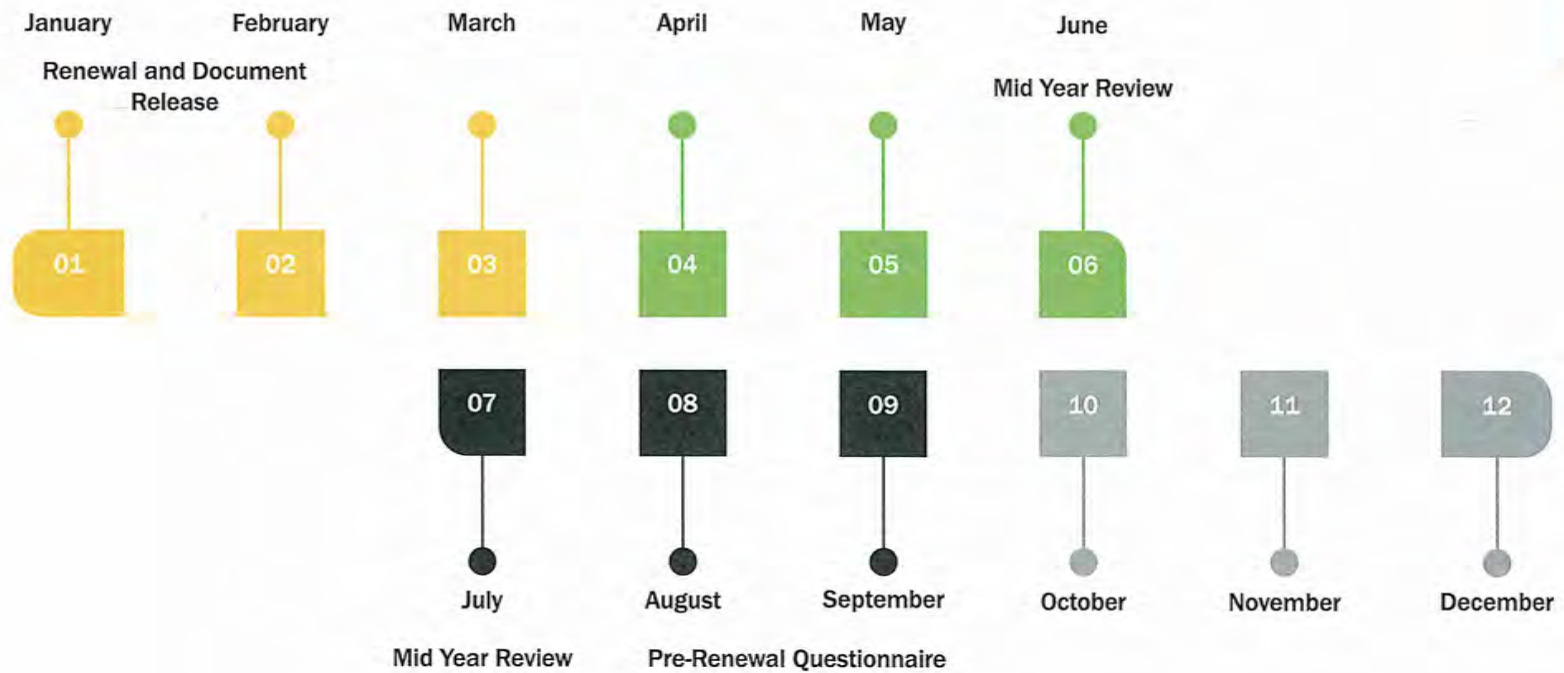
Billed to: Birch Cove, Summer Village of
Box 8
Alberta Beach, Alberta T0E 0A0

Certificate No: P-SV-BIRCO-2026

Policy Type	Premium
Commercial General Liability	\$2,183.00
Crime	\$480.00
Equipment Breakdown	\$10.00
Non-Owned Automobile Liability	\$33.00
Property Including Mobile Equipment	\$584.00

Total Premium Due: \$3,290.00

2026 Touchpoints



Pre-Renewal Preparation & Considerations

Review Insurance Statement of Values Schedules

Ensure the values of insurance are sufficient, and ensure the schedules accurately outline all property, mobile equipment and vehicles owned by your organization.

Consider Limit Changes

Review coverages to ensure the Liability, Crime, Cyber and Business Interruption limits are sufficient. Higher limits can be quoted where required to ensure adequate coverage.

Deductible Options

Reviewing your organizations deductible can be a great way to customize your insurance policy. Higher or lower options may be available for review.

You can start planning now for the
Jan 1, 2027 Renewal

300, 8616 51 Avenue NW
Edmonton, AB T6E 6E6
abmunis.ca
hello@abmunis.ca
310-MUNI



 **Alberta
Municipalities**
Strength
In Members

Dear CAOs and Superintendents,

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

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

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

Thank you and we look forward to hearing your feedback!

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

Laurie Haak

SHE/HER

Executive Assistant

P: 780-962-2003 EXT 221

yrl.ab.ca | Box 4270, Spruce Grove, AB T7X 3B4



September 28, 2026

Dear Municipal Administrators and School Division Superintendents,

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

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

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

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

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

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

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

Yours truly,



Tara Elwood, Board Chair
Yellowhead Regional Library

YELLOWHEAD REGIONAL LIBRARY

2027 Plans



Technology Strategize

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

Environment Lead

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

People Strategize + Sustainability

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

People Engage + Safety and Security

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

People Engage + Trust

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

People Lead + Assessment

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

2027 Budget Overview

Overview

Administration

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

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

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

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

Charting the Course Together: **Navigating Ambiguity**

Introduction

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

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

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

Budget Process

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

YELLOWHEAD REGIONAL LIBRARY

2026 LEVY OUTCOME

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

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

93%
of councils
responded (50/54)

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

0
municipal
councils voted
against the levy

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

What the measured increase delivers

Shared Collections & Catalogue

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

Cataloguing & Processing

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

Collections Funding

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

Training & Development

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

IT & Network Support

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

Regional Reach

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

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

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

Yellowhead Regional Library Draft 2027 Budget General Fund

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

Yellowhead Regional Library Draft 2027 Budget General Fund

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

Yellowhead Regional Library Draft 2027 Budget 2026 Fund Reserves

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

Yellowhead Regional Library Draft 2027 Budget All Funds

REVENUE		2025 Budget	2026 Budget	2027 Projection	
R1	Additional Allotment	\$ 180,000	\$ 200,000	\$ 200,000	-
R2	Contract Services	\$ 85,904	\$ 85,904	\$ 21,476	↓
	<i>Deferred Gov't Contributions</i>	\$ 160,307	\$ 160,307	\$ 160,307	-
R3	Interest	\$ 136,000	\$ 180,000	\$ 120,000	↓
R4	Local Appropriations	\$ 1,430,809	\$ 1,460,920	\$ 1,695,310	↑
R5	Non-allotment Sales	\$ 200,000	\$ 200,000	\$ 200,000	-
R6	Operating Grant	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	-
R7	Other Grants	\$ 31,926	\$ 27,746	\$ 27,746	-
R8	School System Levy	\$ 156,595	\$ 155,812	\$ 152,811	↓
R9	Workshops and Conference	\$ 12,000	\$ 12,000	\$ -	↓
TOTAL REVENUE		\$ 3,858,990	\$ 3,948,138	\$ 4,043,100	
EXPENSES		2025 Budget	2026 Budget	2027 Budget Projection	
	<i>Amortization of Capital Assets</i>	\$ 271,848	\$ 251,346	\$ 347,928	↑
E1	Bank Charges and Miscellaneous	\$ 2,780	\$ 3,500	\$ 3,500	-
E2	Building Maintenance	\$ 45,000	\$ 48,500	\$ 50,925	↑
E3	Membership Support	\$ 2,500	\$ 2,500	\$ 2,500	-
E4	Delivery	\$ 50,547	\$ 50,500	\$ 53,025	↑
E5	Employee Benefits	\$ 381,763	\$ 373,772	\$ 412,873	↑
E6	Employee Salaries	\$ 1,931,281	\$ 2,065,292	\$ 2,043,501	↓
E7	Insurance	\$ 20,000	\$ 20,000	\$ 20,000	-
E8	Leases and Licensing	\$ 188,296	\$ 153,700	\$ 173,500	↑
E9	Library Grant Disbursements	\$ 60,486	\$ 60,486	\$ 62,028	↑
E10	Library Supplies and Shipping	\$ 48,000	\$ 40,000	\$ 45,000	↑

Yellowhead Regional Library Draft 2027 Budget

All Funds

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

All Funds: Surplus (Deficiency)

Revenue Over Expenses

General Fund: Surplus (Deficiency)

Revenue Over Expenses

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

Capital assets:

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

Yellowhead Regional Library Draft 2027 Budget 2028-2030 Projections

REVENUE	2027 Projection	2028 Projection	2029 Projection	2030 Projection
R1 Additional Allotment	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525
R2 Contract Services	\$ 21,476	\$ -	\$ -	\$ -
<i>Deferred Gov't Contributions</i>	\$ 160,307	\$ 160,307	\$ 160,307	\$ 160,307
R3 Interest	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
R4 Local Appropriations	\$ 1,695,310	\$ 1,729,217	\$ 1,763,801	\$ 1,799,077
R5 Non-allotment Sales	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525
R6 Operating Grant	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449
R7 Other Grants	\$ 27,746	\$ 27,746	\$ 27,746	\$ 27,746
R8 School System Levy	\$ 152,811	\$ 155,867	\$ 158,985	\$ 162,164
TOTAL REVENUE	4,043,100	4,078,586	4,137,288	4,197,793
EXPENSES	2027 Budget	2028 Projection	2029 Projection	2030 Projection
<i>Amortization of Capital Assets</i>	\$ 347,928	\$ 347,928	\$ 347,928	\$ 347,928
E1 Bank Charges and Miscellaneous	\$ 3,500	\$ 3,588	\$ 3,677	\$ 3,769
E2 Building Maintenance	\$ 50,925	\$ 52,198	\$ 54,808	\$ 57,548
E3 Membership Support	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
E4 Delivery	\$ 53,025	\$ 54,351	\$ 57,068	\$ 59,922
E5 Employee Benefits	\$ 412,873	\$ 433,517	\$ 455,193	\$ 477,952
E6 Employee Salaries	\$ 2,043,501	\$ 2,043,501	\$ 2,043,501	\$ 2,043,501
E7 Insurance	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
E8 Leases and Licensing	\$ 173,500	\$ 182,175	\$ 194,927	\$ 208,572
E9 Library Grant Disbursement	\$ 62,028	\$ 62,028	\$ 62,028	\$ 62,028
E10 Library Supplies and Shipping	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
E11 Memberships	\$ 20,600	\$ 21,012	\$ 21,432	\$ 21,861
E12 Office Supplies and Equipment	\$ 10,000	\$ 12,000	\$ 12,000	\$ 13,000
E13 On-Reserve/On-Settlement Grant	\$ 27,746	\$ 27,746	\$ 27,746	\$ 27,746

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

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

Yellowhead Regional Library Draft 2027 Budget Member Municipal Appropriations and Allotment

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

Yellowhead Regional Library Draft 2027 Budget Member Municipal Appropriations and Allotment

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

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

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

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

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

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

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

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

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

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

LGFF and Community Stream Spending Timelines

From ma.lgffcapital@gov.ab.ca <ma.lgffcapital@gov.ab.ca>

Date Tue 10/6/2026 3:45 PM

To Angela Duncan <svsouthview@outlook.com>

Dear Chief Administrative Officers and/or Administrators,

During the Minister's 2026 Summer Tour, several local governments raised concerns about the requirement to spend capital funding within five years of the calendar year in which the funding was allocated.

As you know, this requirement applies to both the Local Government Fiscal Framework (LGFF) Capital and the Build Communities Strong Fund – Community Stream. For example, funding allocated in 2024 must be spent by December 31, 2029. The five-year spending period is intended to balance flexibility and accountability, allowing communities to accumulate funding for larger projects while ensuring infrastructure investments proceed in a timely manner.

Municipal Affairs recognizes that a few smaller communities may need additional time to build up sufficient funding to complete significant infrastructure projects. The Minister has indicated he will consider these requests when they are received.

It is worth noting that in many cases, it may be more cost-effective to proceed with a project earlier by utilizing borrowing to bridge the funding gap. Future grant allocations can then be used to repay the debt, allowing communities to address infrastructure needs sooner and take advantage of current construction prices. It also ensures communities maintain eligibility for annual grant payments, provided program reporting requirements are met.

If you would like to discuss funding options available or need additional information on meeting your local government's spending timelines, please contact a grant advisor toll-free by first dialing 310-0000, then 780-422-7125.

Sincerely,

Victoria Bachmann
Assistant Deputy Minister, Municipal Assessment and Grants

Wildwillow Enterprises

From: Seniuk and Marcato No Reply <support@seniuk.com>
Sent: October 8, 2026 10:40 AM
To: Wildwillow Enterprises
Subject: Significant PSAS Changes Webinar



Seniuk and Marcato sent you a message

Good morning Angela,

Significant changes to Public Sector Accounting Standards will take effect in 2027 and will affect how municipalities prepare and present their financial statements.

To help municipalities prepare, we are offering a webinar designed for CAOs, finance staff, council members, and other administrative staff.

The session will focus on the most relevant changes and what they will mean in practice. Beyond the changes to the financial statements themselves, we will discuss how the new reporting framework may influence budgeting discussions, capital and financing decisions, and how municipalities communicate their financial position.

Topics will include:

- The new PSAB Conceptual Framework
- How the financial statements will change
- Changes to how the budget is reflected in the financial statements
- How municipalities can prepare
- What questions CAOs and finance staff can expect from council and residents, and how to respond.

The course will be presented by Colton Kerswell, CPA, an experienced manager with our firm. If you have any questions about the course or the

upcoming PSAS changes, please feel free to reach out to Colton directly at colton@seniuk.com.

Participants will receive an implementation guide to assist with applying the new standards within their municipality. A certificate of completion will also be available upon request to support professional development requirements.

We will be offering the webinar on two dates:

October 28, 2026 at 11:00 am

November 18, 2026 at 2:00 pm

The cost is \$150 for one registrant or \$250 for two or more registrants from the same municipality.

If you are unable to attend either session, a video recording can be provided. However, we encourage attending one of the live sessions where possible, as participants will have the opportunity to ask questions and discuss how the changes may apply to their municipality.

Given the significance of the upcoming changes, we recommend that municipalities participate in the course unless they are planning to independently research and prepare for the new standards.

If you or members of your team would like to attend, please register at seniuk.com/course-registration-form or contact us at colton@seniuk.com or Laura@seniuk.com

We hope you can join us and look forward to seeing you there.

Regards,

Seniuk & Marcato, CPAs

This message was sent by Seniuk and Marcato via Awditify. You can manage campaign email preferences from the footer link below.

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