

**SUMMER VILLAGE OF ISLAND LAKE
AGENDA**

Tuesday, June 18, 2024

Via Zoom

Commencing at 5 p.m.

As per Bylaw 02-2022 there will be no audio/video recordings of meetings.

1.	<u>Call to Order</u>		
2.	<u>Agenda</u>	a)	June 18th, 2024, Regular Council Meeting Council Options 1. THAT Council approve the June 18 th , 2024, Regular Council Meeting Agenda as presented. 2. THAT Council approve the June 18 th , 2024, Regular Council Meeting Agenda as amended.
3.	<u>Minutes:</u> <i>Attachment 3a</i>	a)	May 21st, 2024, Regular Council Meeting Minutes Council Options 1. THAT Council approve the May 21 st , 2024, Regular Council Meeting Minutes as presented. 2. THAT Council approve the May 21 st , 2024, Regular Council Meeting Minutes as amended.
4.	<u>Delegation</u>	a)	Development Officer Update Recommended Motion 1. THAT Council accept the June 18 th , 2024, Development Officer update as information.
	<i>Attachments:</i> <i>4b1</i> <i>4b2</i> <i>4b3</i> <i>4b4</i> <i>4b5</i>	b)	Rural Bylaw A member of Rural Bylaw will be in attendance to review services and answer any question Council may have. Recommended Motion 1. THAT Council receive the presentation as information. 2. Will of Council

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5.	<u>Request for Decision</u>	a)	<p>Organizational Meeting</p> <p>The Municipal Government Act requires a municipality to hold an organizational meeting every year.</p> <p>192(1) Except in a summer village, a council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October.</p> <p>(2) The council of a summer village must hold an organizational meeting annually not later than August 31.</p> <p>159(1) A chief elected official who is to be appointed under section 150 must be appointed at each organizational meeting of the council, unless otherwise provided by bylaw.</p> <p>(2) The term of office of an appointed chief elected official starts immediately on appointment and ends on the appointment of the next chief elected official.</p> <p>The 2023 organizational meeting was held August 22, 2023. Does Council wish to hold the organizational meeting in July or August of 2024?</p> <p>Recommended Motions</p> <p>1. THAT Council hold the Organizational Meeting on _____ 2024.</p>
	<i>Attachment 5b</i>	b)	<p>Request for Street Lights</p> <p>Administration has received a request from resident regarding the possibility of having an additional streetlight installed at 58 Lakeshore Drive South near the playground.</p> <p>Recommended Motions</p> <p>1. Will of Council. 2. Accept for Information</p>

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	<i>Attachment 5c1 5c2 5c3</i>	c)	<p>MacIntosh Bulrush Award</p> <p>The ASVA has submitted documentation requesting nominations for the ASVA MacIntosh Bulrush Award, this award is to recognize lake stewardship, which includes commitment to preservation, protection, enhancement or sustainability of an Alberta Lake, Lakeshore or watershed.</p> <p>Recommended Motions</p> <ol style="list-style-type: none">1. Will of Council.2. Receive for information.
	<i>Attachment 5d</i>	d)	<p>Request for Sponsorship</p> <p>The Magnificent River Rats Festival Society is requesting sponsorship of the annual festival taking place June 30th and July 1st at the Riverfront Stage in Athabasca.</p> <p>Recommended Motions</p> <ol style="list-style-type: none">1. Will of Council.2. Receive for information.
	<i>Attachments 5e1 5e2</i>	e)	<p>ASVA Resolutions</p> <p>The ASVA is requesting Councils to submit resolutions for the Annual General Meeting upcoming in September. Resolutions must be submitted prior to August 25, 2024.</p> <p>Recommended Motions</p> <ol style="list-style-type: none">1. Will of Council2. Receive for information.
7.	<p><u>Financial</u></p> <p><i>Forwarded under separate cover.</i></p>	a)	<p>Operating Statement May 30th, 2024.</p> <p>Recommended Motions</p> <ol style="list-style-type: none">1. THAT the May 30th, 2024, Operating Statement be received for information.
8.	<p><u>Councillors' Reports</u></p>	a)	<p>Mayor Newton</p>

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9.	<u>Administration Reports</u>	b)	Deputy Mayor Fisher
		c)	Councillor Wasmuth
			Recommended Motions 1. THAT Council reports be received as information.
		a)	CAO Tax Notices have been sent and payments are starting to arrive. Newsletter has been completed and sent to residents. I have attended to Society of Local Government Managers in May, and the Canadian Association of Municipal Administrators and the Federation of Canadian Municipalities in June. The Outstanding Items Report sent under separate cover.
		b)	Administration Annual Meeting Update Spring Patrols Commencing Select Rentals starting bathroom cleaning weekly from May 16 thru to end of season. Recommended Motions 1. THAT the Administrative reports be received as information.

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10.	<u>Communications and Correspondence</u> <i>Attachments 10a 10b 10c</i>		<ul style="list-style-type: none">• LGFF Funding Letter• Letter from Minister McIvor regarding amendments Bill 20• Municipal Affairs Statutes Amendment Act Fact Sheet Recommended Motions 1. THAT the Correspondence be received as information.
11.	<u>Closed Session</u>		N/A
12.	<u>Next Meeting</u>		Next Meeting is scheduled for July 16 th , at 5:00 p.m. via zoom.
13.	<u>Adjournment</u>		

Next Meetings:

July 16, 2024	October 15, 2024
August 28, 2024	November 19, 2024
September 17, 2024	December 17, 2024

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 21, 2024
VIA ZOOM

Council: Mayor Newton
Deputy Mayor Fisher
Councilor Wasmuth

Administration: Chief Administrative Officer, Phyllis Forsyth
Administrative Assistant, Les Forsyth
Development Officer, Matthew Ferris
Colton Kerswell, Seniuk and Company

1.	CALL TO ORDER	Mayor Newton called the meeting to order at 5:07 p.m.
2.	AGENDA 24-062	MOVED by Mayor Newton THAT the May 21 st , 2024, Regular Meeting Agenda be approved as presented. <p style="text-align: right;">CARRIED</p>
3.	MINUTES 24-063	MOVED by Councilor Wasmuth THAT the April 16 th , 2024, Regular Council Meeting Minutes be approved as amended. <p style="text-align: right;">CARRIED</p>
4.	DELEGATION	Development Update
a.	24-064	MOVED by Deputy Mayor Fisher THAT Council receive the May 21 st , 2024 Development Officer report as presented for information. <p style="text-align: right;">CARRIED</p>
b.	24-065	2023 Financial Statements MOVED by Councilor Wasmuth THAT Council approve the 2023 Financial Statements as presented. <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 21, 2024
VIA ZOOM

5.	REQUEST FOR DECISION	
a.		Operating Budget 2024
	24-066	MOVED by Deputy Mayor Fisher THAT Council approve the 2024 Operating Budget as presented. CARRIED
b.		Capital/Project Budget 2024
	24-067	MOVED by Mayor Newton THAT the Capital/Project Budget be received as information. CARRIED
c.		Requisitions 2024
	24-068	MOVED by Mayor Newton THAT the requisitions presented be received as information. CARRIED
d.		Real Property Reports Policy 2024-01
	24-069	MOVED by Councilor Wasmuth THAT the Real Property Reports Policy 2024-01 be accepted as amended. CARRIED
e.		AARCS TNR Feral Cat Program
	24-070	MOVED by Deputy Mayor Fisher THAT Council maintain current practice with feral cats and educate the community on the dangers of feeding and caring for feral animals. CARRIED
f.		Dock Placement on Municipal Reserve
	24-071	MOVED by Councilor Wasmuth THAT a member of Council meets with the property owners on either side of Lot MR3 along Spruce Drive to advise them regarding Summer Village plans for dock installation and that the Summer Village proceed with obtaining all necessary permits and site work and that Administration check into grant funding available for acquisition of required dock sections to install a dock extending from Lot MR3 at an estimated cost not to exceed \$20,000. CARRIED

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 21, 2024
VIA ZOOM

g.	24-072	<p>Enforcement</p> <p>MOVED by Mayor Newton THAT Council review information from Rural Bylaw to be forwarded by Administration, and brought back to the June 18, 2024 Council Meeting for further discussion.</p> <p style="text-align: right;">CARRIED</p>
6. a.	<p>BYLAW</p> <p>24-073</p> <p>24-074</p> <p>24-075</p> <p>24-076</p>	<p>Tax Rate Bylaw</p> <p>MOVED by Mayor Newton THAT Council provide 1st reading to Bylaw #02-2024 the 2024 Tax Rate Bylaw as amended.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Councilor Wasmuth THAT Council provide 2nd reading to Bylaw #02-2024 the 2024 Tax Rate Bylaw.</p> <p style="text-align: right;">CARRIED</p> <p>MOVED by Mayor Newton THAT Council proceed to 3rd reading to Bylaw #02-2024 the 2024 Tax Rate Bylaw at this meeting</p> <p style="text-align: right;">CARRIED UNANIMOUSLY</p> <p>MOVED by Deputy Mayor Fisher THAT Council provide 3rd reading to Bylaw #02-2024 the Tax Rate Bylaw.</p> <p style="text-align: right;">CARRIED</p>
7.	<p>FINANCIAL</p> <p>24-077</p>	<p>Operating Statement April 30th, 2024</p> <p>MOVED by Mayor Newton THAT the April 30th, 2024, Operating Statement be received for information.</p> <p style="text-align: right;">CARRIED</p>

SUMMER VILLAGE OF ISLAND LAKE
COUNCIL MEETING MINUTES
TUESDAY, MAY 21, 2024
VIA ZOOM

8.	COUNCIL REPORTS	
	24-078	MOVED by Mayor Newton THAT Council Reports be received as information. CARRIED
9.	ADMINISTRATION REPORTS	
	24-079	MOVED by Mayor Newton THAT the Administration Reports be received as information. CARRIED
10.	CORRESPONDENCE	
	24-080	MOVED BY Mayor Newton THAT the Correspondence be received as information. CARRIED
11.	NEXT MEETING	Next meeting is scheduled for June 18 th , 2024 via Zoom.
12.	ADJOURNMENT	Meeting was adjourned at 8:03 p.m.

Mayor, Chad Newton

Chief Administrative Officer, Phyllis Forsyth

PROFESSIONAL EXPERIENCE - Wayne J. Nyback

- Present -** Owner – Rural Bylaw, Contract Bylaw services, Rural areas, East of Camrose, Conduct Patrols, Enforce Bylaws. Bylaw specialist.
- 2019 -** Received contract with Special Operations, contracted to Trans Mountain Pipe Line as A security specialist. Based in Edson, traveling from Edmonton west of Hinton, Checking Pipeline sites, updating security for vandals, protesters, and monitoring 30 Uniformed Security Guards. did not renew contract, CAO's Small communities requested writer to assist With Community Bylaw enforcement duties.
Security contract - Away 5-6 weeks at a time.
- 2018-2019** Retired – out of retirement – contract with Trans mountain pipe line.
- 2011-2017** Corrections Canada – Maskwacis - Pê Sâkâstêw Centre (Jail) President Citizens Advisory Committee.
Conducting Investigation Western Canada, Aboriginal suicides in Federal Correctional Jails - Causes
- 2004- 2011** Big Eagle Hydro Vac - Operations manager Fort McMurray - North, British Columba - In charge and managing 100 Oil field trucks, 120 employees.
Managed equipment in all sites, Suncor, Syncrude, Albian, Cold Lake Weapons Range, NEXEN, etc.
Corporate Safety Supervisor Responsible for Corporation safety-policy- procedures
Employed with Big Eagle Hydro Vac, as Vac Operator.
January 2004 transferred to the Long Lake Project, NEXEN, Ft. McMurray, Alberta. (3,000person camp)
Head Office: Camrose, Alberta

- 2004-1990 - Retired as Chief of Police Louis Bull Police Service, Hobbema, Alberta.**
- Position Appointed by the Solicitor General of Alberta Department of 27 people**
 - Head Administrator, responsible for the Department's financial accountability and department budgets**
 - Develop new Policy for Police Department**
 - Work with the Police Commission and Council, developed new community programs and initiatives**
 - Work with the Federal and Provincial Solicitor General Department negotiating new multiyear Tri Parti (Policing Contract)**
 - Work with the Federal and Provincial Jail system allowing smooth transition of convicted person(s) back into the community**
 - Work closely with the Court system allowing the convicted person(s) to perform community service rather than jail time.**
 - Work closely with the community and schools providing proactive Policing**
 - Setting up programs for the elders and their needs.**
 - First Police Department to set up a Justice and Sentencing Circle, for convicted person(s), where the community Elders pass sentence**
 - Appointed to the Premier's Round Table on Family Violence, steering committee (Set policy for the government of Alberta on dealing with Family violence issues, report directly to Premier's office)**

-Specialized in major crimes – Homicides, ect.

-FTO (Field Training Officer)

-Officer safety trainer

-Extensive knowledge Criminal Code of Canada, all Provincial and Federal Statues.

-Extensive knowledge of Court Preparation, and proceedings

-Three years as a Sgt. of Detectives dealing with Gang violence, drug enforcement, Hells Angles, Native and Asian Gangs

-Native cross culture training

-Familiar with Aboriginal customs

-Drug and alcohol abuse training

-Suicide training, Suicide assessment

-Conflict resolution, mediation, and negotiation

-Crisis Management

-Specialized drug training

**1987-1982 City of Camrose Police Service 1st Class Constable
Trained with the City of Edmonton Police Service
teach Small Arms, First Aid, FTO (Field Training Officer)
Traffic Investigations, Major Crimes, School Talks, Officer Safety**

**1980 Appointed Officer in Her Majesty's Canadian Armed Forces
Captain Royal Canadian Air Force, Reserve.
Commanding Officer of Squadron 644 RCAC**

FAMILY

**Married to Shannon
5 Children 3 Sons - 2 Daughters**

PERSONAL REFFERENCES

Greg Bell - (780) 608-0100

Dan Small - (780) 916-5408

Patricia Peter - (780) 781-7985



RURAL BYLAW

**P.O. BOX 1362
STN MAIN
CAMROSE, ALTA.
T4V 1X3
PH: (780) 679-7156**

Introduction

Rural Bylaw is a contract Bylaw company dedicated and specialized in Bylaw Enforcement, in conjunction with the Alberta Municipal Government Act (MGA)

Please find attached Professional Experience – Wayne Nyback - Owner RURAL BYLAW.

Copy RURAL BYLAW Contract.

In this contract, you will observe a break down in pricing for services – cost per visit etc.

Normally this contract, is weekly - visit - one hour per community.

As many communities are financially strapped, the contract can be tailored, one visit per week, one visit every two weeks. Or one visit per month.

Writer is available with notice to meet and attend council meetings to discuss the issues with - bylaws in their communities, and solutions.

Further note: RURAL BYLAW carries a commercial public liability insurance policy - 5 million dollars.

Questions or concerns, please contact Wayne Nyback – operation Manager (780) 679-7156

Kind

Regards

Wayne Nyback

Bylaw Enforcement Officer

ICON SAFETY CONSULTING INC.

5610 48th Ave Camrose AB, Ph. 1(844)679-0111 or info@iconsafetyconsulting.com

Wayne Nyback

SUCCESSFULLY COMPLETED ICON SAFETY CONSULTING INC.'S



W.H.M.I.S

SAFETY TRAINING PROGRAM

2015



May 25th, 2021

01-118-1101

ISSUED ON THIS DATE

COURSE ID #

This is to certify that

wayne nyback

met the requirements and has successfully completed the

**Construction Safety Training System (CSTS
2020) - Fundamentals**

ACSA Student ID: ACSA6400882

Issue Date: 5/25/2021

Chief Executive Officer, ACSA

This is to certify that

wayne nyback

met the requirements and has successfully completed the

**WHMIS 2015 Worker Education (Generic)
(CSTS 2020)**

ACSA Student ID: ACSA6400882

Issue Date: 5/25/2021

Executive Director, ACSA

4059451



**CERTIFICATE OF TRAINING
TDG Clear Language Training**

Wayne Nyback

Has completed training relating to the handling/offering for transportation/transporting dangerous goods, as per reverse, in accordance with the Transportation of Dangerous Goods Act and Regulations (1992).

Company: Allied Universal Security Services

Address: 2996 - 5th street

City: Shenwood Park

Province: Alberta T9E 0H1

Date of Issue 10 Apr 2021

Employer Signature



WAYNE, J.
NYBACK.



H₂S ALIVE®

COMPLETED: JUNE 4/2021

EXPIRES: JUNE 4/2024

INSTRUCTOR:

236231

OS62Y-GHF9R-BHNI0-UJR6H



wayne nyback

**Is Certified in Standard
First Aid & CPR/AED level C (Blended)
Meets CSA Standard Z1210-17 --
Intermediate**

Certificate number: 102307524

Expiry Date: 2024-04-14

Issue Date: 2021-04-15

Issued in: AB

To validate a certificate, go to myRedCross.ca and click on Validate Certificate. Complete both fields and click on Validate. The search result will either verify the certificate or indicate an issue.

COMPLETED COURSES

COURSE NAME

COMPLETED

EXPIR

Scotford Orientation

18/Apr/2021 No Exp

**SHELL SCOTFORD
ORIENTATION**

LEARNING CERTIFICATE

WAYNE NYBACK

Allied Universal Security Services



Drug and Alcohol Testing Results

Company: **Allied Universal**

Employee Tested Name: **Wayne Nyback**

Test Type: **Pre-Employment**

Breathe Alcohol Result: **NEGATIVE (0.00)**

7 Panel Urine Test Result: **NEGATIVE**

Date Tested: **April 16, 2021**

SDI HEALTH
Occupational Screening

TRAINING CERTIFICATION

Preventing Unlawful Discrimination & Harassment



Here for you.

This form certifies that I have received training and understand the subject of Discrimination and Harassment. This training has included:

- Allied Universal's Equal Employment Opportunity (EEO) Policy against discrimination;
- Prevention of workplace discrimination;
- What constitutes "harassing" conduct;
- What the various types of sexual harassment are, as well as corrective actions to take;
- Examples of conduct which may constitute "harassment".

I understand the importance and necessity of the elimination of harassment and discrimination from the workplace. I agree to report all instances of impermissible discrimination and harassment involving myself, or those that I know of, to the responsible management.

NAME (please print)

Walter H. H. H.

DATE

April 10 2021

SIGNATURE

A stylized, cursive signature in blue ink.

TRAINER

A stylized, cursive signature in blue ink.



RURAL BYLAW

**P.O. BOX 1362
STN MAIN
CAMROSE, ALTA.
T4V 1X3
PH: (780) 679-7156**

Rural Bylaw - contracts with municipalities and counties

Beaver County

County of Wainwright

Village of Hay Lakes

Village of Ryley

Village of Holden

Town Of Viking

Village of Irma

Town of Daysland

Town of Killam

Town of Sedgwick

Village of Lougheed

Village of Donalda

Village of Heisler

Town of Forestburg

Village of Alliance

Town of Coronation

Town of Two Hills



RURAL BYLAW

P.O. BOX 1362

STN MAIN

CAMROSE, ALTA.

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PH: (780) 679-7156

CONTRACT

Between: Rural Municipalities

And

RURAL BYLAW

As the above municipality desires to purchase contract services for the purpose of bylaw enforcement and RURAL BYLAW - is willing to provide such services, the services under the following terms and conditions

1. This agreement shall be effective - Month -----1st, 2023 to Month -----1st, 2024.
2. Bylaw services will be provided for stipulated days/weeks/months as agreed to between both parties.
3. During the term of this contract either party may cancel this agreement by giving 30 days of written notice.
4. A minimum of four weeks prior to the end of the current contract the municipality and contractor will review this agreement and then either cancel the agreement, revise, and sign the agreement or re-sign the agreement on an annual basis.

5. The Contractor agrees to:

- a. Enforce the bylaws of the municipality excluding those related to municipal development and moving traffic.
- b. Investigate complaints in the municipality as able within the time frame of this contract.
- c. At the request of the municipality, prepare documentation for the municipality's legal representative relative to the bylaws in the event of prosecution.
- d. Report all bylaw tickets payable to the CAO of the municipality in a timely manner.
- e. Maintain accurate and complete record of his activities and provide these to the CAO of the municipality at the end of the month.
- f. Keep accurate record of any fines collected and turn same over to the CAO of the municipality in a timely manner.
- g. Maintain communication with the CAO with respect to tours of duty and reporting of time-sensitive information.
- h. Provide call-out services as available and as requested by the CAO (or his/her representative) of the municipality.
- i. Provide the CAO of the municipality with a itemized monthly bill for services rendered.
- j. Obtain the approval of the CAO of the municipality prior to engaging in the bylaw services that may fall outside the scope of this agreement.
- k. Rewrite and offer suggested amendments to bylaws as requested.
- l. Where the owner of a dog is known, return captured dogs to the owner.
- m. Deliver unidentified captured dogs to a facility approved by the municipality

6. The municipality agrees to:

- a. Provide training specific to the job.
- b. Provide a complete list of dog owners (as is known) within the municipality and update that list as necessary.

c. Report to the contractor in timely manner all complaints that require the contractor's attention.

d. Provide information of well-known addresses, and reoccurring offenders.

e. Forward payment for monthly services within 30 days of receipt of bill.

f. Provide constructive criticism or feedback to the contractor. Should any problems exist the contractor shall have 15 days to correct any short comings before clause 3 is invoked.

g. Provide liability insurance for the contractor while on duty.

7. Fee structure:

a. \$145.00 for a regular one-hour patrol if requested. (Regular patrols are once per week).

b. \$90.00 per hour to the nearest 15 minutes for additional time spent during a regular patrol.

c. \$45.00 per hour, with a minimum charge of \$45.00 for driving time and \$90.00 per hour with a minimum of \$90.00 for working time, for on demand services, plus \$0.60 per kilometer from contractor's residence and back for services.

d. \$45.00 per hour for preparation of documents for Court.

e. \$45.00 per hour plus \$0.60 per kilometer from contractor's residence and back for Court appearances and \$90.00 per hour while attending Court.

f. \$45.00 plus \$0.60 per kilometer from the municipality back to the municipality for delivering dogs to a facility approved by the municipality.

g. \$45.00 per hour for bylaw development or revision; this cost to be divided among the municipality adopting said bylaw.

h. \$45.00 per hour for attending at meetings plus \$0.60 per kilometer.

i. \$45.00 per hour for bylaw enforcement work done on behalf of the municipality from my office, eg: phone calls, preparing tickets, writing letters and Orders.

8. This agreement shall be binding and enforceable by both parties and their respective heirs, administrators, and executors. This contract may be revised prior to the end of the annual contract.

The Village of _____(municipality)

Date: _____ Per: _____

RURAL BYLAW

Date: _____ Per: _____

Representative: info@islandlake.ca

Name: Lisa Kluthe

Email: lisakluthe5@gmail.com

Phone: 7809965175

Subject: Street Light and Speed Bumps

Message: Good morning! I'm not exactly sure who to send this email to but figured I'd start here. We own lot #58 Lake Shore Drive South. We are wanting to inquire about the possibility of having an additional street light and speed bumps installed along the stretch of road between us and the playground. This road has become incredibly busy over the past few years with vehicles engaging in higher than recommended speeds, at all hours, through this long stretch of straight road. There are many young children using this road with the playground being there and it is becoming quite concerning. This stretch of road and the playground have also become a "nightly hangout" for teenagers as it is very dark without a street light. We watched a young man get struck by a vehicle right in front of our lot a couple summers ago and are hoping these additions may help to keep our island lake family a little safer.

Thankyou,

Lisa Kluthe

7809965175

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Schedule “A”

Request for Nominations

McIntosh Bulrush Award Guidelines/ Criteria

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

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

Nomination Form

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

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

If your Council knows of anyone or any organization that meets these criteria, please fill in the Nomination Form and return it to execdirector@asva.ca or by mail to ASVA, 2 – 51109 RR 271, Spruce Grove, AB, T7Y 1G7 **on or before August 31st annually.**

We look forward to receiving your nominations!

Past Award Recipients

2004 - Summer Village of Ross Haven
2005 - Bruce McIntosh
2006 - Lori Jeffery-Heaney
2007 - Peter Wright
2008 - County of Lac La Biche
2009 - Not Awarded
2010 - Don Davidson - SV of Grandview
2011 - Kelly Aldridge - SV of Seba Beach
2012 - Sylvan Lake Management Committee
2013 - Glen Usselman - SV of Sunrise Beach
2014 - Pigeon Lake Watershed Association

2015 - Kate Wilson - AIS, Alberta Environment and Parks
2016 - Bob Lehman and Roger Montpellier - SV of Val Quentin
2017 - Thom Jewell - SV of Birchcliff
2018 - Pat and Wayne Deschamps - SV of Parkland Beach
2019 - BAILS: Baptiste & Island Lakes Stewardship
2020 - Lake Isle & Lac Ste Anne - Water Quality Management Society
2021 – Summer Village of Crystal Springs – Living in Harmony
2022 – Pigeon Lake Watershed As.– Caring for the Lake Together
2023 – Summer Village of Sundance Beach
2024 -
2025 -

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

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

Preamble

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

Policy

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

Nominations will be judged based on:

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

Nomination Process:

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

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

3. The nomination sheet must be signed by the nominee or the designated officer representing a group of nominees or a council. See Schedule “B” of this policy: McIntosh Bulrush Award – Nomination Sheet.
4. Nomination deadline shall be August 31st of any year for presentation at the annual fall convention. An electronic submission is acceptable.
5. Nominations will be reviewed by the Board of the ASVA who will render a decision on or before the September board meeting in that year. If the nomination is not supported, the nominator/s will be notified. If the nomination is supported, the recipient and the nominators will be notified.
6. The recipient will be invited to the year’s annual convention free of charge where an official presentation will be held. If the recipient is a group or organization, two representatives of the group or organization, will be invited free of charge.

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

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Schedule “B”

McIntosh Bulrush Award – Nomination Form

Nominee Name: Click or tap here to enter text.

Nominee is a:

- ☐ Summer Village
- ☐ Organization
- ☐ Individual

Name of Working Titles of Project (if applicable)

Click or tap here to enter text.

Address of Nominee:

Street No. Click or tap here to enter text.

Municipality: Click or tap here to enter text.

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

Province: Alberta

Postal Code: Click or tap here to enter text.

Telephone No. Click or tap here to enter text.

Email: Click or tap here to enter text.

Nominated by: Click or tap here to enter text.

Telephone No. Click or tap here to enter text.

Email: Click or tap here to enter text.

Signature of Nominee

Date of Nomination

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Complete your nomination using the following headings:

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

Click or tap here to enter text.

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

Click or tap here to enter text.

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

Click or tap here to enter text.

Where was the project conducted?

Click or tap here to enter text.

If required, attached additional information.

Magnificent River Rats Festival Society
Box 1440
Athabasca, AB, T9S 2A6
Email: mrrfestival@gmail.com

Dear Community Member,

This letter is a humble request for your support of the 2024 Magnificent River Rats Festival, scheduled to take place on June 30th and July 1st, 2024, at the Riverfront Stage in downtown Athabasca.

Established in 1998 as a non-profit, local, community event, the Magnificent River Rats Festival Society is returning to its roots with a *FREE* festival for 2024. It will also continue to provide a venue for local, regional, and provincial performing artists to showcase their talents. At this time, the board is finalizing the details of this event and will be announcing a schedule to the public by the end of May 2024.

There are a few ways that you can help to make this year a success. As a festival sponsor you can choose to either financially support a performance or support the festival with in-kind donations. Supporting a performance financially involves sponsoring an hour or more of the festival, while an in-kind donation involves supporting the festival with donations of services or volunteer labour.

Your support is greatly appreciated and is instrumental to the success of this festival. Any contribution will make a significant difference in the outcome of this year's festival.

Attached is a sponsorship form. Please contact us via email with any questions.

With Appreciation,

Magnificent River Rats Festival Society

2024 Sponsorship Packages **for the Magnificent River Rats Festival Society**

Friend of the Festival Sponsorship: up to \$250

- Name mentioned in the festival program.
- Recognition on the MRRF website.
- Posts on social media (Facebook, X (Twitter), Instagram).

Bronze Sponsorship: \$1,000

- Logo displayed on festival grounds (image provided by sponsor).
- On-stage acknowledgement of sponsorship between acts.
- Name mentioned in the festival program.
- Recognition on the MRRF website.
- Posts on social media (Facebook, X (Twitter), Instagram).
- Two invitations to the post-festival appreciation event.

Silver Sponsorship: \$2,500

- Recognition in festival program
- Logo displayed on festival grounds (image provided by sponsor).
- On-stage acknowledgement of sponsorship between acts.
- Name mentioned in the festival program.
- Recognition on the MRRF website.
- Posts on social media (Facebook, X (Twitter), Instagram).
- Two Invitations to the post-festival appreciation event.

Gold Sponsorship: \$5,000

- Name mentioned in radio advertisements leading up to the event.
- Brief business profile or biography presented on stage (provided by sponsor).
- Recognition in newspaper advertisements.
- Logo on event poster.
- Includes Silver Sponsorship promotions with information provided by sponsor.
- Four invitations to the post-festival appreciation event.

Platinum Sponsorship: \$10,000

- Prominent Sponsor signage at the stage and on festival grounds.
- Includes all the Gold Sponsorship promotions.
- Eight invitations to the post-festival appreciation event.

2024 Sponsorship Information
for the Magnificent River Rats Festival Society

Name of Organization _____

Name of Contact Person _____

Email Contact _____

Mailing Address _____

Postal Code _____

Phone Number _____

Mobile Number _____

Sponsorship
Amount/Level _____

Funding _____

In-Kind Donation/Value _____

Type of Service _____

**Please return this form to mrrfestival@gmail.com*

Phyllis Forsyth

From: Phyllis Forsyth <cao@islandlake.ca>
Sent: Wednesday, June 5, 2024 4:07 PM
To: Info
Subject: Fwd: ASVA - Call For Resolutions Notice
Attachments: Policy 204 - Resolutions.pdf

Can you please add to agenda

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

From: ASVA Exec Director <summervillages@gmail.com>
Date: Wed, Jun 5, 2024, 2:55 p.m.
Subject: ASVA - Call For Resolutions Notice
To: ASVA <summervillages@gmail.com>

Good afternoon Mayors, Councils and CAO's,

One of the ways the ASVA serves our members is by bringing common summer village issues and needs to the attention of the Alberta Government. The formal process for this is done via Resolutions voted on at our ASVA Annual General Meeting, which this year takes place on Thursday October 17th. This process is also used if the membership wishes to give their board other directions in relation to governing the Association.

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

A few notable points from the Policy:

Submission

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

#10) Resolutions must be submitted:

- a) Electronically, as specified in the call for Resolutions;**
- b) In the format specified by the template in Appendix "A";**

c) Along with minutes that show proof of the moving and seconding council's approvals as required in section 3; and

d) In adherence to the guidelines presented in this Policy

ASVA Review

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

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

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

If you have any questions, please contact me.

Kindest regards,

Kathy

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

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

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

Preamble

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

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

Policy

Call for Resolutions

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

Movers and Seconders

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

Research and Writing

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

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

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

Submission

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

Emergent Resolutions

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

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

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

ASVA Review

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

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

Resolutions Session

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

Adoption

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

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

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

Action on Adopted Resolutions

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

POLICY REVIEW

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

APPENDICES

A. Resolution Template

ASSOCIATION OF SUMMER VILLAGES OF ALBERTA POLICY MANUAL

APPENDIX A

Resolution Template

Title of resolution:

Moved by:

Seconded by:

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

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

WHEREAS

WHEREAS

; and

WHEREAS

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

BACKGROUND:

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

The background should answer the following questions:

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



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114112

May 21, 2024

His Worship Chad Newton
Mayor
Summer Village of Island Lake
PO Box 568
Bruderheim AB T0B 0S0

Dear Mayor Newton:

Further to the information on Local Government Fiscal Framework (LGFF) funding announced on December 15, 2023, I am pleased to provide correspondence for your record confirming the 2024 LGFF Capital and LGFF Operating allocations for your community.

For the Summer Village of Island Lake:

- The 2024 LGFF Capital allocation is \$87,262.
- The 2024 LGFF Operating allocation is \$19,150.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2025, your community will be eligible for \$91,743. Information on 2026 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2022/23 and 2023/24 has been confirmed and applied to calculate 2026 program funding. LGFF Capital amounts will be published annually on the program website each fall.

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

.../2

The LGFF program represents the culmination of significant work between the Government of Alberta and local governments across the province, and I am pleased the program will further our partnership in building Alberta communities together. I look forward to working with your community, and every local government across Alberta, as we continue to build strong and prosperous communities together.

Sincerely,



Ric McIver
Minister

cc: Phyllis Forsyth, Chief Administrative Officer, Summer Village of Island Lake



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

May 24, 2024

Dear Chief Elected Official

As you are aware, I recently introduced Bill 20: the Municipal Affairs Statutes Amendment Act, 2024 which proposes to modify two key pieces of legislation for Alberta municipalities – the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA). The proposed legislation will help municipalities accelerate housing development, strengthen provincial oversight, and update the rules for local elections and locally elected officials.

Firstly, I want to recognize the passionate and constructive feedback I have received from the many mayors, reeves, councillors, and school board trustees across the province over the past few weeks. Your involvement and ardent commentary are a testament to your good work as public servants.

I've heard your concerns and at the May 23, 2024, Committee of the Whole, amendments to Bill 20 were tabled to further clarify the intent of this bill and ensure that locally elected municipal governments will continue to govern in response to the priorities and interests of their residents.

Bill 20 will maintain the municipal ability to govern affairs within local jurisdiction while allowing Cabinet to step in when municipal bylaw crosses into provincial jurisdiction. This will ensure that municipal councils remain focused on municipal issues that their constituents elected them to address. Cabinet's authority to intervene in municipal bylaws will be considered as a last resort; I anticipate that this power will be used very rarely, if ever. As you may know, the ability for the provincial government to repeal or amend bylaws, or dismiss councillors is not new, as municipalities receive their authority from the provincial government as laid out in Canada's Constitution and Alberta's MGA. While Bill 20 proposes to update the process for the provincial government to act more quickly in extenuating, urgent circumstances, these are not new powers.

These amendments will provide additional guardrails for when municipal bylaws can be repealed through the Cabinet process, and remove the direct ability for Cabinet to dismiss a councillor. Cabinet would retain the authority to have a vote of the electors on the potential removal of a councillor, putting this choice back into the hands of the voters.

We have also received a number of questions about some of the changes to the LAEA regarding fundraising. Bill 20 will also increase transparency in campaign financing. Under the old rules, the LAEA only regulated Third Party Advertisers (TPAs) who advertised for the promotion or opposition of a candidate during an election, with donations to such entities limited to a maximum of \$30,000 for all individuals, unions, and corporations. The proposed changes require TPAs who are interested in an issue (rather than a specific candidate) to register and report their finances. We are further proposing to restrict contributions to \$5,000, and for

.../2

contributions to only be made by Albertans, Alberta companies, or Alberta unions. We are also proposing to further develop expense limits in the regulations.

Currently, municipal candidates are able to organize into political parties or slates without any rules around their organization. Adding rules around political parties will increase transparency for electors. Bill 20 will provide rules around enabling local candidates to identify with local political parties without direct affiliation to provincial or federal parties. I have publicly stated my intention to implement the option to include municipal political party affiliation on ballots only in the cities of Edmonton and Calgary. I will also note that any that no candidate will be required to join a political party - they will always remain voluntary and local.

I will continue to consider feedback as I bring Bill 20 through the legislative process. Alberta's government remains committed to fairness and due process and will continue working with local authorities to ensure Albertans have the effective local representation they deserve. Should the legislation pass, Municipal Affairs will be engaging with municipalities and stakeholders over the coming months to explain the changes Bill 20 will require at a local level, and develop regulations as required.

Please find enclosed the Bill 20 Fact Sheet, which can be found on the Government of Alberta website. This document offers clarifications on what Bill 20 means for municipalities and how the changes will impact municipal governments. For more information, please visit: www.alberta.ca/strengthening-local-elections-and-councils.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

Attachment: Bill 20 – Fact Sheet

Bill 20 – *Municipal Affairs Statutes Amendment Act, 2024* (AMENDED)

The proposed *Municipal Affairs Statutes Amendment Act, 2024*, would make changes to two key pieces of municipal-related legislation: the *Local Authorities Elections Act (LAEA)* and the *Municipal Government Act (MGA)*.

- The **LAEA** establishes the framework for the conduct of elections in Alberta municipalities, school divisions, irrigation districts, and Metis Settlements.
- The **MGA** establishes the rules governing the conduct of local elected officials once on council, as well as the overall administration and operation of municipal authorities in Alberta.

On May 23, 2024, amendments were tabled to more clearly outline the authorities to dismiss a councillor and repeal a bylaw.

Changes to local election rules under the LAEA

Proposed changes to the *LAEA* aim to add greater transparency to and trust in local election processes.

Description of Proposed Changes	Current Status
Align candidate eligibility criteria with councillor disqualification criteria in the MGA.	Candidates elected to council may face immediate disqualification due to misalignment with the MGA's criteria.
Allow municipalities to require criminal record checks for candidates.	No provisions in place.
Allow union and corporate donations to local candidates, with the same donation limits as individual donors (\$5,000 per municipality per year).	Unions and corporations were prohibited from donating to municipal campaigns in the 2021 campaign.
Allow donations outside the local election year and require annual reporting of donations.	Donations outside of the campaign period (January 1 to December 31 in the year of a general election) were restricted to a maximum of \$5,000 per year.
Require third-party advertisers interested in plebiscites to register and report finances. Only Albertans, Alberta companies and Alberta unions can contribute to issues-based third-party advertisers, up to a maximum of \$5,000.	The LAEA only regulates third-party advertising for the promotion or opposition of a candidate during an election. There is no reference to issue-based advertising.
Limit donations to third party advertisers to \$5,000 per election period, which begins May 1 of the election year.	The current donation limit is \$30,000 for all individuals, unions, and corporations.
Enable regulation-making authority to define local political parties. This approach will be piloted in Calgary and Edmonton.	No provisions in place to regulate political parties at the local level.
Repeal the municipal authority to develop a voters list.	Municipalities can prepare a voters list, which must be shared with all candidates.
Require municipalities to use the most current provincial register of electors from Elections Alberta.	A permanent electors register is an internal document that assists with the conduct of an election. Municipalities can choose to develop one or not.
Expand the use of special ballots while strengthening special ballot processes.	Special ballots can only be requested for very specific reasons, including physical disability, absence from the municipality, or for municipal election workers.
Limit vouching to the ability to vouch for someone's address.	An elector can vouch for an individual's age, residence, and identity.
Repeal the ability for a candidate's official agent or scrutineer to object to an elector.	Candidate's official agents or scrutineers can object to an elector; however, the elector can still vote.
Enable regulation-making authority to postpone elections in emergencies.	No provisions in place to enable the Minister to postpone an election in the event of a natural disaster.

Prohibit automated voting equipment, such as electronic tabulators.	The <i>LAEA</i> permits municipalities, by bylaw, to process ballots by automated voting equipment.
Require recounts if requested by a candidate when the margin is within 0.5 percent of total votes.	Returning officers have discretion regarding recounts.
Clarifying rules and streamlining processes for scrutineers.	Concerns have been raised that the rules for scrutineers are not clear.

Strengthening the accountability of local councils under the *MGA*

Proposed changes to the *MGA* will help ensure local councils and elected officials are mindful of the common interests of Albertans and held to greater account by the citizens who elected them.

Description of Proposed Changes	Current Status
Require a councillor's seat to become vacant upon disqualification.	Municipal councils or electors can only remove a disqualified councillor through the courts if they refuse to vacate their seat.
Require mandatory orientation training for councillors.	Training for councillors must be offered, but there is no requirement for the councillor to attend the training.
AMENDED: Allow Cabinet to remove a councillor by ordering a vote of the electors to determine whether the councillor should be removed. An elector vote to remove a councillor is limited to councillors who Cabinet consider to be unwilling, unable, or refusing to do the job for which they were elected, or if Cabinet considers such a vote to be in the public interest by taking into consideration illegal or unethical behaviour by a councillor.	Minister can only remove a sitting councillor through the municipal inspection process and only under very specific circumstances.
Allow elected officials to recuse themselves for real or perceived conflicts of interest.	Elected officials can only recuse themselves for matters in which they have a financial interest.
Make the Minister responsible for validating municipal recall petitions.	A municipality's chief administrative officer is responsible for validating recall petitions.
AMENDED: Enable Cabinet to require a municipality to amend or repeal a bylaw given specific requirements are met that allow Cabinet to intervene (including: the bylaw exceeds the scope of the <i>MGA</i> or otherwise exceeds the authority granted to a municipality under the <i>MGA</i> or any other statute, conflicts with the <i>MGA</i> or any other statute, is contrary to provincial policy, or contravenes the Constitution of Canada. Give Cabinet authority to direct a municipality to take specific action to protect public health and/or safety.	Cabinet may only intervene with respect to a land use bylaw or statutory plan. No provisions exist.
Allow the Minister to outline joint use planning agreement criteria and requirements.	All criteria for these agreements are currently in the <i>MGA</i> .
Specify that the assessed person for an electric generation system is the operator.	There is a lack of clarity regarding who should be assessed for electrical generation systems.

Accelerating housing development under the *MGA*

Affordable and attainable housing has become one of the most urgent concerns across the country, and Alberta's government is constantly searching for innovative ways to meet this challenge, including new tools for municipalities to leverage under the *MGA*.

Description of Proposed Changes	Current Status
Require municipalities to offer digital options for public hearings on planning and development and restrict them from holding extra hearings when not required by legislation.	No requirements in place for digital options. Municipalities can hold extra hearings beyond what's legislated.

Description of Proposed Changes	Current Status
Fully exempt non-profit subsidized affordable housing from property taxation.	No provisions in place.
Enable multi-year residential property tax incentives.	Municipalities may offer multi-year incentives for non-residential development, but not residential development.
Limit the ability of municipalities to require non-statutory studies as requirements for building and development permits.	No provisions in place.

Next steps

Should the legislation pass, supporting regulations would be developed through stakeholder engagement with municipalities and other partners, which is expected to take place in late spring and summer of 2024. If passed, it is anticipated that the majority of the legislation would come into force upon proclamation. Provisions that have property tax implications retain a January 1, 2025, coming into force date.