

SUMMER VILLAGE OF NAKAMUN PARK

AGENDA

Tuesday October 21st, 2025 – at Wildwillow Enterprises Inc. Main Office (2317 Township Road 545, Lac Ste. Anne County, Alberta, T0E 1V0, East End Fire Hall of LSAC) – 8:00 A.M.

1. Call to Order:
 - a) Land Acknowledgement:

The Summer Village of Nakamun Park acknowledges that we are meeting on Treaty 6 Territory and on the homelands of the Metis Nation. We acknowledge all indigenous peoples who have walked these land for centuries, and where wrongs have been done, we dedicate our efforts to moving forward in a renewed spirit of reconciliation and collaboration with our indigenous stakeholders, friends, and neighbours so that the mistakes of the past are never repeated in the future.

2. Agenda:
Pg 1-3
 - a) Tuesday October 21st, 2025 Regular Meeting Agenda

3. Minutes:
Pg 4-10
 - a) Tuesday September 15th, 2025 Regular Meeting Minutes

4. Appointment:
 - a) N/A

5. Bylaws/Policies:
 - a) N/A

6. Business:
Pg. 11-19
 - a) **Yellowhead Regional Library (YRL), Draft 2026 Budget** – RFD 2025-50 is attached for your consideration.
Pg 20-22
 - b) **WhatsApp Chat Discussion, Next Steps** - RFD 2025-51 is attached with additional details and recommendations.
Pg 23-26
 - c) **AMSC Insurance, 2026 Group Accident Insurance Renewal** – RFD 2025-52 is attached for background.
Pg 27-28
 - d) **Property Access Request, Council Review** – RFD 2025-53 is attached with additional information and recommendations.
Pg 29-31
 - e) **Summer Village Lac Ste Anne County East (SVLSACE), Asset Management Planning Invitation** – RFD 2025-54 is attached with additional details and recommendations.
Pg 32-36
 - f) **Capital Region Assessment Services Commission (CRASC), 2025 General Annual Meeting** – RFD 2025-55 is attached with additional information and recommendations.

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- g)
- h)
- i)
- 7. Financial
 - a) Payables listing as of September 30, 2025
 - b) Income/Expense Statement for Period Ending September 30, 2025
 - c) Bank Reconciliation as of September 30, 2025

(all items to be circulated for review during the meeting)
- 8. Councillor Reports
 - a) Mayor
 - i. Committee Updates
 - ii. Other
 - b) Deputy Mayor
 - i. Committee Updates
 - ii. WILD Water, Connection Options (Discussion)
 - iii. Pickleball Court Project, Investigation (Update)
 - iv. Other
 - c) Councillor
 - i. Committee Updates
 - ii. Other
- 9. Administration Reports
 - a) CAO:
 - a. Costs to pave road
 - b. ASVA Conference
 - c. Municipal Elections local results
 - d.
 - e.
- 10. Information and Correspondence

Pg 37-43

 - a) Government of Alberta, Alberta Community Development – September 18, 2025, correspondence providing Fall Webinar Flyer, for member circulation.

Pg 44-47

 - b) Lac Ste Anne County, Enforcement Services – September 18, 2025, 2025 Semi Annual Report – Enforcement Services, for member circulation.

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Tuesday October 21st, 2025 – at Wildwillow Enterprises Inc. Main Office (2317 Township Road 545, Lac Ste. Anne County, Alberta, T0E 1V0, East End Fire Hall of LSAC) – 8:00 A.M.

- Pg 51
- Pg 52-53
- Pg 54-58
- Pg 59-60
- Pg 61
- Pg 62-69
- c) Government of Alberta, Municipal Affairs – September 22, 2025, Mandate Letter from Premier of Alberta to Minister of Municipal Affairs outlining expected commitments to deliver results, strengthen our communities, and build a future rooted in prosperity, opportunity, and responsible government.
 - d) Lac Ste Anne East End Bus Society, Program Coordinator Lorna Porter – October 2, 2025, Bus Schedule, for member circulation.
 - e) Village of Alberta Beach, Discussions on Fire Mutual Aid – September 30, 2025 Email regarding recent dialogue on Fire Services Mutual Aid Agreement and Addendum for Highway Dual Call-Out Protocol.
 - f) Alberta Summer Villages Association (ASVA), Kathy Krawchuk – October 8, 2025 –ASVA 2025 AGM Emergent Resolution re: Ma Me O Beach.
 - g) Summer Village Lac Ste Anne County East (SVLSACE), October 8, 2025 - Committee Appointments.
 - h) West Inter Lake District (WILD) Water Commission, October 9, 2025 – Member Engagement on Draft Budget 2026.
 - i) Lac Ste Anne Foundation, October 10, 2025 – June 24, 2025, and August 26, 2025, Board Meeting Minutes.
11. Closed Meeting
- a) N/A.
12. Next Meeting Date
- a) Schedule the next regular council meeting for November 18, 2025, 2:00 p.m., or some other date/time.
13. Adjournment

Upcoming Meetings:

November 18, 2025 – Regular Council Meeting (Proposed)

YRL Annual Organizational Meeting – December 1, 10:00 a.m. to 12:00 p.m.

YRL Orientation for Trustees and Alternates – January 26, 2026, 10:00 a.m. to 1:00 p.m.

Emergency Management Functional Exercise – week of February 23, 2026

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,
 IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY SEPTEMBER 16, 2025 AT 2:00 P.M. AT THE
 WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

	PRESENT	<p>Mayor: Keith Pederson Deputy Mayor: Robert Charter Councillor: Raymond Gertz</p> <p>Administration: Wendy Wildman, CAO Sandra Schneider, Administrative Assistant</p> <p>Appointments: Tony Sonnleitner, Development Officer (3:00pm)</p> <p>Absent: N/A</p> <p>Public Works: N/A Public at Large: N/A</p>
1.	CALL TO ORDER	<p>Mayor Pederson called the meeting to order at 2:00 p.m.</p> <p>Mayor Pederson stated the Land Acknowledgement, as presented.</p>
2.	AGENDA 149-25	<p>MOVED by Councillor Gertz that the agenda for the September 16, 2025, regular meeting of council be approved, with the following amendments:</p> <p>i) Business 6(e) – Asset Management ACP Grant (RFD 2025-49).</p> <p style="text-align: right;">CARRIED.</p>
3.	MINUTES 150-25 151-25	<p>MOVED by Deputy Mayor Charter that the minutes for Thursday August 28, 2025 organizational meeting of council be approved, as presented. CARRIED.</p> <p>MOVED by Deputy Mayor Charter that the minutes for the Thursday August 28, 2025 regular meeting of council be approved, as presented. CARRIED.</p>
4.	APPOINTMENT	<p>Development Officer, Tony Sonnleitner – Discussion on Development and Enforcement Matters – 3:00 p.m. – deferred to later in the meeting.</p>
5.	BYLAW	N/A

<p>6.</p>	<p>BUSINESS</p>	<p>152-25</p> <p>MOVED by Deputy Mayor Charter that Council accepts the discussion regarding the Fortis Franchise Fee, 2026 Rate, as information and maintains the Fortis Franchise Fee at 0.00% for 2026, and authorized administration to confirm same to Fortis Alberta as requested.</p> <p style="text-align: right;">CARRIED.</p> <p>153-25</p> <p>MOVED by Mayor Pederson that Council accepts the discussion regarding the Elected Officials Education Program training courses as information, provided that Council has received the requisite Part 1 and Part 2 training as of September 15, 2025.</p> <p style="text-align: right;">CARRIED.</p> <p>154-25</p> <p>MOVED by Mayor Pederson that Council authorizes the attendance of Council and Administration at the September 27, 2025, Municipal Elected Officials Emergency Management Session hosted by SVREMP in Alberta Beach.</p> <p style="text-align: right;">CARRIED.</p> <p>155-25</p> <p>MOVED by Mayor Pederson that Council authorizes the participation of Administration, along with Local Director of Emergency Management Marlace Pederson and Local Deputy Director of Emergency Management Jason Madge, in the AEMA Functional Emergency Management Exercise hosted by Lac Ste. Anne County on October 6 – 9, 2025, as well as the participation of Council on the 6th, and rotating participation of councillors on each of the days 7th through 9th, as discussed.</p> <p style="text-align: right;">CARRIED.</p> <p>156-25</p> <p>MOVED by Councillor Gertz Council authorize Administration to coordinate with each councillor directly to arrange ICS-100 and BEM training on or before December 31, 2025, either online or in person at each councillor’s preference.</p> <p style="text-align: right;">CARRIED.</p> <p>157-25</p> <p>MOVED by Mayor Pederson that Council authorizes the municipality to circulate notice of the School Board Elections 2025, as provided by Northern Gateway Public Schools on August 20, 2025, via website and email post to the residents of the municipality, along with notice of the bulletin board.</p> <p style="text-align: right;">CARRIED.</p> <p>158-25</p> <p>MOVED by Deputy Mayor Charter that Council for the Summer Village of Nakamun Park supports the Summer Village of South View’s, as managing partner, submission of a 2025/26 Alberta Community Partnership grant application in support of the Regional Asset and Land Management project, provided that there is no matching contribution required.</p> <p style="text-align: right;">CARRIED.</p> <p>159-25</p> <p>MOVED by Mayor Pederson that Council assigns Deputy Mayor Charter as representative to the ACP – Regional Asset and Land Management Committee, and Councillor Gertz as alternate, for attendance as may be required.</p> <p style="text-align: right;">CARRIED.</p>
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	<p>T. Sonnleitner in at 2:55 p.m.</p> <p>160-25</p> <p>161-25</p>	<p>Development Officer Tony Sonnleitner arrived for the meeting at 2:55 p.m.</p> <p>MOVED by Deputy Mayor Charter that Council Move Into a Municipal Planning Commission at 2:57 p.m.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Deputy Mayor Charter that Development Permit Application No. 25DP05-23, for construction of a garage suite (75.4 sq. m.) c/w variance to the portion that is suite (living space), on Lot 8, Block 4, Plan 2302 MC, 5058-5th Street, be approved with the following conditions:</p> <p>1- All municipal taxes must be paid.</p> <p>2- SEPTIC SYSTEM:</p> <p>Approval of any plans or installation standards for an on-parcel sewage collection system by an approved Plumbing Inspector. The on-site sewage disposal system shall comply with the Private Sewage Systems Standard of Practice - 2021 as adopted by legislation for use in the Province of Alberta.</p> <p>3- WATER SUPPLY:</p> <p>If by Cistern, the cistern shall be excavated and installed in conformance with the Safety Codes Act or as amended and all such other regulations which may apply to their construction.</p> <p>If by Well, the Well shall be drilled in conformance with Alberta’s Water Act (the Act) and Water (Ministerial) Regulations (the “Regulations”) that regulate water well drilling activities in the Province of Alberta and / or certification provided by a professional engineer or certified hydrologist or certified plumbing inspector attesting an adequate flow of water of potable quality.</p> <p>4- REMOVAL OF ENCROACHMENTS:</p> <p>The applicant shall demolish and remove the debris from the Lands, the Portable Shed and Playhouse, which encroach onto adjacent Municipal Lands (Plan 2302 MC, Lot R4) (as shown on the site plan attached to the application), prior to, or commensurate with, the occupation of the subject Garage Suite. This work shall be done to the satisfaction of the Summer Village of Nakamun Park.</p> <p>5- The applicant shall provide a certified copy of plan of subdivision to determine all easements and restrictive covenants on the parcel, and 8.5 X 11 copies of site plans of a quality satisfactory to the Development Officer.</p> <p>6- Access construction and location (relocation) shall be to the satisfaction of the Chief Administrative Officer for the Summer Village of Nakamun Park.</p>
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		<p>Please contact Wendy Wildman or her designate at (780) 967-0271 or cao@svnakamun.com prior to undertaking any works upon the municipal roadway.</p> <p>7- The applicant shall display for no less than twenty-one (21) days after the permit is issued the enclosed notice. The notice is to be posted immediately adjacent to the blue Municipal Address sign in such a fashion as to be visible by the public.</p> <p>8- The applicant shall obtain and adhere to the requirements where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development.</p> <p>9- The applicants are required to have a Real Property Report (RPR), prepared and signed by an Alberta Land Surveyor, and submitted to the Development Officer. The RPR is to be completed at foundation stage and prior to commencement of framing of the development, for evaluating the compliance of the development against all Land Use regulations relating to the building(s) that are the subject of this development permit application.</p> <p>10- The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.</p> <p>11- The applicant shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.</p> <p>12- The improvements take place in accordance with the plans and sketch submitted as part of the permit application, INCLUDING:</p> <ul style="list-style-type: none">· Front Yard (Lake side) setback shall be a minimum of 6.1 metres;· Side Yard setbacks shall be a minimum of 1.5 metres (or greater distance as required under the Alberta Safety Codes Act;· Rear Yard setback shall be a minimum of 6.1 metres;· Maximum Height shall be 8.0 metres (average grade to peak). <p>13- Arrangements, which are satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.</p> <p>14- A minimum of two (2) Off-Street parking spaces must be provided on site.</p> <p>15- All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. a lake or stream) or public drainage system (i.e. a municipal ditch) by the most</p>
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	<p>162-25</p> <p>Recess</p> <p>T. Sonnleitner left at 3:52 p.m.</p>	<p>direct means possible without impacting adjacent parcels. All buildings must be completed with eaves which drain into the Municipal stormwater system.</p> <p>16- All improvements shall be completed within twelve (12) months of the effective date of the permit.</p> <p>17- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scattering debris and rubbish.</p> <p>18- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Mayor Pederson that Council return to the Regular Council Meeting at 3:16 p.m.</p> <p style="text-align: right;">CARRIED.</p> <p>Council and the Development Officer discussed enforcement property updates and enforcement procedures.</p> <p>The meeting recessed from 3:20 p.m. to 3:50 p.m.</p> <p>Development Officer Sonnleitner left the meeting at 3:52 p.m.</p>
7.	FINANCIAL	N/A
8.	<p>COUNCIL REPORTS</p> <p>163-25</p> <p>164-25</p>	<p>MOVED by Mayor Pederson that Council accept the Council Reports for information, as presented.</p> <p style="text-align: right;">CARRIED.</p> <p>MOVED by Councillor Gertz that Deputy Mayor Charter engage in a conversation with representatives of the West Inter Lake District (WILD) Regional Water Services Commission regarding opportunities within the regional waterline system -getting regional water to the Summer Village’s boundaries, and report back to Council.</p> <p style="text-align: right;">CARRIED.</p>

	165-25	MOVED by Mayor Pederson that Councillor Gertz investigate opportunities for an enhanced resident engagement and communication system like the WhatsApp, and report back to the Council. CARRIED.
	166-25	MOVED by Councillor Gertz that administration inquire with Lac Ste. Anne County with respect to potential costs to pave the roads from the junction of Hwy 777/642 to the Summer Villages boundary, and report back to Council. CARRIED.
	167-25	MOVED by Councillor Gertz that Deputy Mayor Charter investigate options for construction of a pickle ball court within the Summer Village, including design, costs, location etc, and report back to Council. CARRIED.
9.	ADMINISTRATION /PUBLIC WORKS REPORTS 168-25	MOVED by Deputy Mayor Charter that Council accept the Administration and Public Works reports for information, as presented. CARRIED.
10	INFORMATION / CORRESPONDENCE 169-25	MOVED by Councillor Gertz that Council accepts the following correspondence items as information: a) ABMunis, Insurance and Risk Services, Semi-Annual Review – 2025 Review of Summer Village of Nakamun Park Service b) ABmunis, Bill 50 Recommendations – August 26, 2025 Briefing and Assessment of Recommended Changes c) Municipal Affairs, Grants and Taxation – September 3, 2025 Preliminary Equalized Assessment (2026) report, including page 8 of the report showing SVNP changes (proposed). d) Municipal Affairs, Office of the Minister – July 31, 2025 Ministerial Order NO.MAG:006/25, which notes the cancelled or reduced amounts of the Designated Industrial Property (DIP) linear tax for 2025 (et. al)., the list in Schedule B (not attached) includes the SVNP amount (~\$11.80 for the year). CARRIED.

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF NAKAMUN PARK,
 IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY SEPTEMBER 16, 2025 AT 2:00 P.M. AT THE
 WILDWILLOW ENTERPRISES INC.MAIN OFFICE.

11.	CLOSED MEETING	N/A
12.	NEXT MEETING 170-25	MOVED by Councillor Gertz that the next regularly scheduled meeting be held on October 21, 2025, and that the time be moved from 2:00 p.m. to 8:00 a.m. CARRIED.
13.	ADJOURNMENT	Mayor Pederson declared the meeting adjourned at 4:42 p.m.

 Mayor Keith Pederson

 Chief Administrative Officer Wendy Wildman

DRAFT

**Summer Village of Nakamun Park
Request For Decision - (RFD) 2025-50**

Meeting:	Regular Council
Meeting Date:	October 21, 2025
Originated By:	Wendy Wildman, Chief Administrative Officer
Title:	Yellowhead Regional Library (YRL) 2026 Draft Budget and Trustee Appointment – Participation Motion
Agenda Item Number:	6(a) – Regular Business

BACKGROUND/PROPOSAL:

The Alberta Libraries Act requires library systems be governed by a Board of Trustees with an appointed representative from each member Municipality and School Division. When there are more than 20 Members, the Alberta Libraries Regulations require library systems to establish an Executive Committee of not more than 10 Trustees. The YRL Executive Committee comprises five seats from municipalities with more than 15,000 residents, three seats apportioned by municipality type, one school division seat, and one seat is open for any YRL trustee.

TRUSTEE APPOINTMENTS AND TERMS

Each member Municipality and School Division may appoint a Trustee and an Alternate. The individual(s) selected for the YRL Board should:

- Be an elected official, a library board trustee, or a community member.
- Strongly believe in, and be committed to, the importance of libraries.
- Be knowledgeable and skilled in one or more areas of governance: advocacy, finance, personnel, policy, and/or services.
- Be prepared to stand for and/or to elect the Executive Committee.
- A continuous three-year term (or three sequential one-year terms) is recommended.

The Executive Committee passed a motion on August 25 recommending the Board approve the budget; the Board of Trustees will meet Oct. 6 to review the draft budget (see attached) and will vote on it at the Dec. 1 annual organizational meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

As such, we have drafted the requested motion (see recommendation, below) for Council to consider.

COSTS/SOURCE OF FUNDING (if applicable)

N/A

RECOMMENDED ACTION:

- 1) That Council for the Summer Village of Nakamun Park accepts the YRL Draft 2026 Budget for information.

Initials show support – Reviewed By:	CAO: <i>W. Wildman</i>
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**Yellowhead Regional Library
Draft 2026 Budget - General Fund**

REVENUE		2024	2025	2026	VARIANCE	
R1	Additional Allotment	\$ 150,000	\$ 180,000	\$ 200,000	\$ 20,000	Additional allotment purchased by member libraries; offset in Line E16: Purchases - Allotment.
R2	Contract Services	\$ 78,000	\$ 85,904	\$ 85,904	\$ -	TRAC Central Site Agreement.
R3	Interest	\$ 145,000	\$ 136,000	\$ 180,000	\$ 44,000	Estimate based on average account balances and interest rates.
R4	Local Appropriations	\$ 1,433,185	\$ 1,430,809	\$ 1,460,920	\$ 30,111	Increased by 2% (\$4.85) per capita on Alberta Municipal Affairs 2024 official population figures as of Jan. 2025; no changes from previous year.
R5	Non-allotment Sales	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	Prediction for the volume of non-allotment purchases; offset in Line E18: Purchases - Non-allotment; reflects trend experienced over last three years.
R6	Operating Grant	\$ 1,462,572	\$ 1,465,449	\$ 1,465,449	\$ -	Municipal Affairs Public Library Services Branch (PLSB) operational funding based on 2019 population figures; assumption grant remains at \$4.75 per capita. Includes Library Services Grant paid out to libraries; offset in Line E9: Library Grant Disbursements.
R7	Other Grants	\$ 27,726	\$ 31,926	\$ 27,726	\$ (4,200)	PLSB On-Reserve/On-Settlement (OROS) Grant; offset in Line E13: OROS Grant; decrease due to actual grants received in 2025.
R8	School System Levy	\$ 147,761	\$ 156,595	\$ 165,819	\$ 9,224	Increased by 2% (\$15.71) per full-time equivalent (FTE) student on Alberta Education population figures; reflects recent trend of relatively stable student populations.
R9	Workshop and Conference	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	Revenue from workshop and conference attendees; offset in E24: Workshops and Conferences.
TOTAL REVENUE		\$ 3,656,244	\$ 3,698,683	\$ 3,797,818	\$ 99,135	

EXPENSES		2024	2025	2026	VARIANCE	
E1	Bank Charges and Miscellaneous	\$ 2,310	\$ 2,780	\$ 3,500	\$ 720	Credit card fees; increase in bank fees, miscellaneous charges.
E2	Building Maintenance	\$ 48,300	\$ 45,000	\$ 48,500	\$ 3,500	Non-capital building maintenance including mechanical, cleaning and incidentals; 10% 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	\$ 46,856	\$ 50,547	\$ 50,500	\$ (47)	Direct non-salary costs of delivery system.
E5	Employee Benefits	\$ 369,170	\$ 381,763	\$ 373,772	\$ (7,991)	Reflects known Canada Pension Plan increases and two percent cost of living adjustment (COLA) increase.
E6	Employee Salaries	\$ 1,922,834	\$ 1,931,281	\$ 2,065,292	\$ 134,011	Reflects known staff changes and director's contract, estimate of seniority increases, and two percent COLA increase.
E7	Insurance	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	Alberta Municipal Services Corporation provides all coverages (auto, building, liability); cyber insurance.
E8	Leases and Licensing	\$ 135,000	\$ 188,296	\$ 153,700	\$ (34,596)	Licensing costs for software/equipment leasing and maintenance (often reactive); decrease due to discontinuation of LibraryAware, Learn with NoveList and Mental Health First Aid.
E9	Library Grant Disbursements	\$ 60,486	\$ 60,486	\$ 60,486	\$ -	Funds distributed to designated libraries, as directed; income reflected in Line R6: Operating Grant.
E10	Library Supplies and Shipping	\$ 25,000	\$ 48,000	\$ 40,000	\$ (8,000)	Processing supplies (mylar, labels, barcodes) and incoming shipment charges; increased drop shipping; decrease due to operational results.
E11	Memberships	\$ 20,600	\$ 20,600	\$ 20,600	\$ -	Alberta Library Trustees' Association (ALTA), Library Association of Alberta (LAA), The Alberta Library (TAL), and Canadian Urban Libraries Council (CULC).
E12	Office Supplies and Equipment	\$ 23,000	\$ 23,000	\$ 20,000	\$ (3,000)	General office supplies and internal hardware/software.

**Yellowhead Regional Library
Draft 2026 Budget - General Fund**

E13	On-reserve/On-settlement Grant	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	Offset in Line R7: Other Grants.
E14	Printing and Promotion	\$ 5,500	\$ 5,500	\$ 5,500	\$ -	Printing of stakeholder communications; YRL's share of promotional costs for regional library participation in trade shows.
E15	Professional Services	\$ 140,500	\$ 189,430	\$ 148,500	\$ (40,930)	Annual audit fee; communications, technical support and incidental legal expenses; majority due to ACSI (IT) managed services.
E16	Purchases - Allotment	\$ 330,000	\$ 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: Additional Allotment.
E17	Purchases - HQ Collections	\$ 239,250	\$ 268,000	\$ 243,500	\$ (24,500)	New/current online content; majority negotiated by TAL on behalf of members; decrease due to needs assessment.
E18	Purchases - Non-allotment	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	Offset in Line R5: Non-allotment Sales.
E19	Staff Travel Expenses/Recruitment	\$ 10,000	\$ 16,500	\$ 10,000	\$ (6,500)	Non-IT staff travel (fuel, meals and, if required, hotels); decrease due to actual needs.
E20	Staff Professional Development	\$ 33,800	\$ 53,200	\$ 32,300	\$ (20,900)	Includes training, technical training and conference; continuing education; decrease due to actual needs.
E21	Telephone and Utilities	\$ 100,000	\$ 100,175	\$ 96,075	\$ (4,100)	Off-site data service fees; decrease due to actual needs.
E22	TRAC Expenses	\$ 200,000	\$ 244,771	\$ 228,212	\$ (16,559)	YRL's share of TRAC budget; reflects capital hardware purchases; decrease due to actual costs.
E23	Trustee Expenses	\$ 30,000	\$ 33,975	\$ 30,000	\$ (3,975)	Board/Executive Committee meeting costs, advocacy and conference; decrease due to actual costs.
E24	Workshops and Conference	\$ 22,000	\$ 37,050	\$ 20,000	\$ (17,050)	Stronger Together Conference and in-house workshops; decrease due to operational results.
TOTAL EXPENSES		\$ 4,014,832	\$ 4,300,580	\$ 4,250,663	-\$ 22,191	

**General Fund: Surplus (Deficiency)
Revenue Over Expenses
Cost-benefit Ratio**

\$ (358,588)	\$ (601,897)	\$ (452,845)
109.81%	116.27%	111.92%

**Yellowhead Regional Library
2025 Fund Reserves**

	General Fund	Equity in Capital Assets	Operational Contingency Fund	Special Projects Fund	Capital Fund	Total
Interfund Transfers	\$ 190,858	\$ 426,302	\$ 2,171,969	\$ 90,931	\$ 588,212	\$ 3,468,272
	\$ (190,858)		\$ (190,858)			
Balance at 2024 Year End	\$ -	\$ 426,302	\$ 1,981,111	\$ 90,931	\$ 588,212	\$ 3,086,556
Excess to June 30, 2025						
Revenue Over Expenses	-\$ 300,000					
Amortization to June 30, 2025		\$ (247,446)				
Capital Asset Purchases* includes building improvement		\$ 43,637.99			\$ (43,638)	
Capital Asset Disposals		\$ -				
Special Projects		\$ -				
Deferred Contribution		\$ 160,306.34				
Balance at June 30, 2025	-\$ 300,000	\$ 382,800	\$ 1,981,111	\$ 90,931	\$ 544,574	\$ 2,699,416

**Yellowhead Regional Library
Draft 2026 Budget - All Funds**

REVENUE		2023 Budget	2023 Received	2024 Budget	2024 Received	2025 Budget	2026 Budget Projection
R1	Additional Allotment	\$ 95,000	\$ 166,503	\$ 150,000	\$ 176,767	\$ 180,000	\$ 200,000 ↑
R2	Contract Services	\$ 78,000	\$ 78,000	\$ 78,000	\$ 85,905	\$ 85,904	\$ 85,904 -
	<i>Deferred Gov't Contributions</i>		\$ 160,307	\$ 160,306	\$ 160,307	\$ 160,307	\$ 160,307 -
R3	Interest	\$ 50,000	\$ 183,989	\$ 145,000	\$ 156,360	\$ 136,000	\$ 180,000 ↑
R4	Local Appropriations	\$ 1,379,406	\$ 1,379,406	\$ 1,433,185	\$ 1,433,185	\$ 1,430,809	\$ 1,460,920 ↑
R5	Non-allotment Sales	\$ 200,000	\$ 194,697	\$ 200,000	\$ 190,144	\$ 200,000	\$ 200,000 -
R6	Operating Grant	\$ 1,390,506	\$ 1,465,450	\$ 1,462,572	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449 -
R7	Other Grants	\$ 26,432	\$ 27,764	\$ 27,726	\$ 24,668	\$ 31,926	\$ 27,726 ↓
R8	School System Levy	\$ 147,278	\$ 147,278	\$ 147,761	\$ 147,761	\$ 156,595	\$ 165,819 ↑
R9	Workshops and Conference	\$ -	\$ 8,966	\$ 12,000	\$ -	\$ 12,000	\$ 12,000 -
TOTAL REVENUE		\$ 3,367,122	\$ 3,812,360	\$ 3,816,550	\$ 3,840,546	\$ 3,858,990	\$ 3,958,125

EXPENSES		2023 Budget	2023 Received	2024 Budget	2024 Received	2025 Budget	2026 Budget Projection
	<i>Amortization of Capital Assets</i>		\$ 263,333	\$ 233,732	\$ 271,719	\$ 271,848	\$ 251,346
E1	Bank Charges and Miscellaneous	\$ 2,200	\$ 2,147	\$ 2,310	\$ 3,524	\$ 2,780	\$ 3,500 ↑
E2	Building Maintenance	\$ 46,000	\$ 40,062	\$ 48,300	\$ 51,288	\$ 45,000	\$ 48,500 ↑
E3	Membership Support	\$ 2,500	\$ 1,152	\$ 2,500	\$ 2,674	\$ 2,500	\$ 2,500 -
E4	Delivery	\$ 44,625	\$ 48,140	\$ 46,856	\$ 53,134	\$ 50,547	\$ 50,500 ↓
E5	Employee Benefits	\$ 294,973	\$ 273,700	\$ 369,170	\$ 211,292	\$ 381,763	\$ 373,772 ↓
E6	Employee Salaries	\$ 1,627,211	\$ 1,542,805	\$ 1,922,834	\$ 1,798,564	\$ 1,931,281	\$ 2,065,292 ↑
E7	Insurance	\$ 20,000	\$ 19,876	\$ 20,000	\$ 17,903	\$ 20,000	\$ 20,000 -
E8	Leases and Licensing	\$ 120,000	\$ 132,915	\$ 135,000	\$ 163,683	\$ 188,296	\$ 153,700 ↓
E9	Library Grant Disbursements	\$ 56,016	\$ 62,042	\$ 60,486	\$ 60,486	\$ 60,486	\$ 60,486 -

**Yellowhead Regional Library
Draft 2026 Budget - All Funds**

E10	Library Supplies and Shipping	\$ 22,000	\$ 36,646	\$ 25,000	\$ 37,671	\$ 48,000	\$ 40,000	↓
E11	Memberships	\$ 20,600	\$ 17,419	\$ 20,600	\$ 20,749	\$ 20,600	\$ 20,600	-
E12	Office Supplies and Equipment	\$ 23,000	\$ 12,333	\$ 23,000	\$ 20,374	\$ 23,000	\$ 20,000	↓
E13	On-reserve/On-settlement Grant	\$ 26,426	\$ 27,764	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	-
E14	Printing and Promotion	\$ 4,750	\$ 4,196	\$ 5,500	\$ 5,371	\$ 5,500	\$ 5,500	-
E15	Professional Services	\$ 137,500	\$ 111,332	\$ 140,500	\$ 155,937	\$ 189,430	\$ 148,500	↓
E16	Purchases - Allotment	\$ 324,334	\$ 406,157	\$ 330,000	\$ 429,998	\$ 350,000	\$ 350,000	-
E17	Purchases - HQ Collections	\$ 215,000	\$ 207,751	\$ 239,250	\$ 248,755	\$ 268,000	\$ 243,500	↓
E18	Purchases - Non-allotment	\$ 200,000	\$ 192,930	\$ 200,000	\$ 190,052	\$ 200,000	\$ 200,000	-
E19	Staff Travel Expenses/Recruitment	\$ 10,000	\$ 9,669	\$ 10,000	\$ 8,590	\$ 16,500	\$ 10,000	↓
E20	Staff Professional Development	\$ 24,000	\$ 23,781	\$ 33,800	\$ 33,537	\$ 53,200	\$ 32,300	↓
E21	Telephone and Utilities	\$ 96,200	\$ 94,582	\$ 100,000	\$ 93,392	\$ 100,175	\$ 96,075	↓
E22	TRAC Expense	\$ 206,000	\$ 195,410	\$ 200,000	\$ 213,370	\$ 244,771	\$ 228,212	↓
E23	Trustee Expenses	\$ 20,000	\$ 29,875	\$ 30,000	\$ 29,497	\$ 33,975	\$ 30,000	↓
E24	Workshops and Conference	\$ 22,000	\$ 25,197	\$ 22,000	\$ 18,832	\$ 37,050	\$ 20,000	↓
TOTAL EXPENSES		\$ 3,655,335	\$ 3,752,618	\$ 4,282,689	\$ 4,168,118	\$ 4,572,428	\$ 4,502,009	

All Funds: Surplus (Deficiency)
Revenue Over Expenses

\$ (288,213)

\$ (466,139)

\$ (713,438) \$ (543,884)

General Fund: Surplus (Deficiency)
Revenue Over Expenses

\$ (198,213)

\$ (358,588)

\$ (601,897) \$ (452,845)

Yellowhead Regional Library Draft 2026 to 2030 Budget Projections

REVENUE		2026 Budget	2027 Projection	2028 Projection	2029 Projection	2030 Projection
R1	Additional Allotment	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525	\$ 243,101
R2	Contract Services	\$ 85,904	\$ 85,904	\$ 85,904	\$ 85,904	\$ 85,904
	<i>Deferred Gov't Contributions</i>	\$ 160,307	\$ 160,307	\$ 160,307	\$ 160,307	\$ 160,307
R3	Interest	\$ 180,000	\$ 189,000	\$ 198,450	\$ 208,373	\$ 218,791
R4	Local Appropriations	\$ 1,460,920	\$ 1,533,966	\$ 1,610,664	\$ 1,691,197	\$ 1,691,197
R5	Non-allotment Sales	\$ 200,000	\$ 210,000	\$ 220,500	\$ 231,525	\$ 243,101
R6	Operating Grant	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449	\$ 1,465,449
R7	Other Grants	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726
R8	School System Levy	\$ 165,819	\$ 174,110	\$ 182,816	\$ 191,956	\$ 191,956
R9	Workshops and Conference	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
TOTAL REVENUE		3,958,125	4,068,462	4,184,316	4,305,962	4,339,533

EXPENSES		2026 Budget	2027 Projection	2028 Projection	2029 Projection	2030 Projection
	Amortization of Capital Assets	\$ 251,346	\$ 251,346	\$ 251,346	\$ 251,346	\$ 251,346
E1	Bank Charges and Miscellaneous	\$ 3,500	\$ 3,588	\$ 3,677	\$ 3,769	\$ 3,863
E2	Building Maintenance	\$ 48,500	\$ 49,713	\$ 50,955	\$ 52,229	\$ 53,535
E3	Membership Support	\$ 2,500	\$ 2,501	\$ 2,502	\$ 2,503	\$ 2,504
E4	Delivery	\$ 50,500	\$ 51,763	\$ 53,057	\$ 54,383	\$ 55,743
E5	Employee Benefits	\$ 373,772	\$ 392,461	\$ 412,084	\$ 432,688	\$ 454,323
E6	Employee Salaries	\$ 2,065,292	\$ 2,106,598	\$ 2,148,730	\$ 2,191,704	\$ 2,235,539
E7	Insurance	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
E8	Leases and Licensing	\$ 153,700	\$ 161,385	\$ 169,454	\$ 177,927	\$ 186,823
E9	Library Grant Disbursement	\$ 60,486	\$ 60,486	\$ 60,486	\$ 60,486	\$ 60,486
E10	Library Supplies and Shipping	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
E11	Memberships	\$ 20,600	\$ 20,600	\$ 21,012	\$ 21,432	\$ 21,861
E12	Office Supplies and Equipment	\$ 20,000	\$ 23,000	\$ 23,000	\$ 23,000	\$ 23,000
E13	On-Reserve/On-Settlement Grant	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726	\$ 27,726
E14	Printing and Promotion	\$ 5,500	\$ 5,501	\$ 5,502	\$ 5,503	\$ 5,504
E15	Professional Services	\$ 148,500	\$ 152,213	\$ 156,018	\$ 159,918	\$ 163,916
E16	Purchases - Allotment	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
E17	Purchases - HQ Collections	\$ 243,500	\$ 249,588	\$ 255,827	\$ 262,223	\$ 268,778
E18	Purchases - Non-allotment	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
E19	Staff Travel Expenses/Recruitment	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
E20	Staff Professional Development	\$ 32,300	\$ 32,300	\$ 32,300	\$ 32,300	\$ 32,300
E21	Telephone and Utilities	\$ 96,075	\$ 96,075	\$ 96,075	\$ 96,075	\$ 96,075
E22	TRAC Expense	\$ 228,212	\$ 228,212	\$ 228,212	\$ 228,212	\$ 228,212
E23	Trustee Expenses	\$ 30,000	\$ 30,750	\$ 31,519	\$ 32,307	\$ 33,114
E24	Workshops and Conference	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
TOTAL EXPENSES		4,502,009	4,585,803	4,669,482	4,755,732	4,844,648

All Funds: Surplus (Deficiency) Revenue Over Expenses	\$ (543,884)	\$ (517,341)	\$ (485,166)	\$ (449,770)	\$ (505,115)
General Fund: Surplus (Deficiency) Revenue Over Expenses	\$ (452,845)	\$ (426,302)	\$ (394,127)	\$ (358,731)	\$ (414,076)

Reserve Fund Transfer to (from) Operational Contingency Fund	\$ (452,845)	\$ (426,302)	\$ (394,127)	\$ (358,731)	\$ (414,076)
Purchases - Capital Assets	\$ 273,668	\$ 273,668	\$ 55,759	\$ 70,426	\$ 528,910

Yellowhead Regional Library - Draft 2026 Budget
Member Municipal Library Services Grant / Operating Grant / Appropriation / Allotment

Municipality	2019 Population Estimates	Library Services Grant at \$5.60/Capita (2019 Pop Est)	Operating Grant \$4.75/Capita (2019 Pop Est)	Alberta Municipal Affairs 2024 Official Population as of Jan 2025	2026 Municipal Appropriation at \$4.85/capita (2024 Off Pop)	Allotment at \$0.75/capita (2024 Official Pop)
ALBERTA BEACH	1,018		\$ 4,835.50	864	\$ 4,190.40	\$ 648.00
BARRHEAD	4,579		\$ 21,750.25	4,320	\$ 20,952.00	\$ 3,240.00
BARRHEAD NO. 11, COUNTY OF	6,288		\$ 29,868.00	5,877	\$ 28,503.45	\$ 4,407.75
BEAUMONT	19,236		\$ 91,371.00	20,888	\$ 101,306.80	\$ 15,666.00
BIRCH COVE	45	252	\$ 213.75	67	\$ 324.95	\$ 50.25
BRAZEAU COUNTY	7,771	43,518	\$ 36,912.25	7,179	\$ 34,818.15	\$ 5,384.25
BRETON	574		\$ 2,726.50	567	\$ 2,749.95	\$ 425.25
CALMAR	2,228		\$ 10,583.00	2,183	\$ 10,587.55	\$ 1,637.25
CASTLE ISLAND	10	56	\$ 47.50	15	\$ 72.75	\$ 11.25
CLYDE	430	2,408	\$ 2,042.50	415	\$ 2,012.75	\$ 311.25
CRYSTAL SPRINGS	51	286	\$ 242.25	74	\$ 358.90	\$ 55.50
DEVON	6,578		\$ 31,245.50	6,545	\$ 31,743.25	\$ 4,908.75
DRAYTON VALLEY	7,235		\$ 34,366.25	7,291	\$ 35,361.35	\$ 5,468.25
EDSON	8,414		\$ 39,966.50	8,374	\$ 40,613.90	\$ 6,280.50
GRANDVIEW	114	638	\$ 541.50	143	\$ 693.55	\$ 107.25
HINTON	9,882		\$ 46,939.50	9,817	\$ 47,612.45	\$ 7,362.75
JASPER, MUNICIPALITY OF	4,590		\$ 21,802.50	4,738	\$ 22,979.30	\$ 3,553.50
KAPASIWIN	10	56	\$ 47.50	24	\$ 116.40	\$ 18.00
LAC STE. ANNE COUNTY	10,899		\$ 51,770.25	11,300	\$ 54,805.00	\$ 8,475.00
LAKEVIEW	30	168	\$ 142.50	29	\$ 140.65	\$ 21.75
LEDUC	33,032		\$ 156,902.00	36,060	\$ 174,891.00	\$ 27,045.00
LEDUC COUNTY	13,780		\$ 65,455.00	14,416	\$ 69,917.60	\$ 10,812.00
MA-ME-O BEACH	110	616	\$ 522.50	128	\$ 620.80	\$ 96.00
MAYERTHORPE	1,320		\$ 6,270.00	1,343	\$ 6,513.55	\$ 1,007.25
MILLET	1,945		\$ 9,238.75	1,890	\$ 9,166.50	\$ 1,417.50
NAKAMUN PARK	96	538	\$ 456.00	78	\$ 378.30	\$ 58.50
NORRIS BEACH	38	213	\$ 180.50	71	\$ 344.35	\$ 53.25
ONOWAY	1,029		\$ 4,887.75	966	\$ 4,685.10	\$ 724.50
PARKLAND COUNTY	32,097		\$ 152,460.75	32,205	\$ 156,194.25	\$ 24,153.75
POPLAR BAY	103	577	\$ 489.25	113	\$ 548.05	\$ 84.75
ROSS HAVEN	160	896	\$ 760.00	126	\$ 611.10	\$ 94.50
SANDY BEACH	278	1,543	\$ 1,320.50	278	\$ 1,348.30	\$ 208.50
SEBA BEACH	169		\$ 802.75	229	\$ 1,110.65	\$ 171.75
SILVER BEACH	65	364	\$ 308.75	55	\$ 266.75	\$ 41.25
SILVER SANDS	160	896	\$ 760.00	214	\$ 1,037.90	\$ 160.50
SOUTH VIEW	67	375	\$ 318.25	72	\$ 349.20	\$ 54.00
SPRING LAKE	699	3,914	\$ 3,320.25	711	\$ 3,448.35	\$ 533.25
SPRUCE GROVE	35,766		\$ 169,888.50	38,985	\$ 189,077.25	\$ 29,238.75
STONY PLAIN	17,842		\$ 84,749.50	17,993	\$ 87,266.05	\$ 13,494.75
SUNRISE BEACH	135	756	\$ 641.25	153	\$ 742.05	\$ 114.75
SUNSET POINT	169	946	\$ 802.75	257	\$ 1,246.45	\$ 192.75
SWAN HILLS	1,301		\$ 6,179.75	1,201	\$ 5,824.85	\$ 900.75
THORSBY	1,015		\$ 4,821.25	967	\$ 4,689.95	\$ 725.25
WABAMUN	682		\$ 3,239.50	-	\$ -	\$ -
VAL QUENTIN	252	1,411	\$ 1,197.00	158	\$ 766.30	\$ 118.50
WARBURG	766		\$ 3,638.50	676	\$ 3,278.60	\$ 507.00
WEST COVE	149	834	\$ 707.75	222	\$ 1,076.70	\$ 166.50
WESTLOCK	5,101		\$ 24,229.75	4,921	\$ 23,866.85	\$ 3,690.75
WESTLOCK COUNTY	7,220		\$ 34,295.00	7,186	\$ 34,852.10	\$ 5,389.50
WETASKIWIN	12,655		\$ 60,111.25	12,594	\$ 61,080.90	\$ 9,445.50
WETASKIWIN COUNTY NO. 10	11,181		\$ 53,109.75	11,217	\$ 54,402.45	\$ 8,412.75
WHITECOURT	10,204		\$ 48,469.00	9,927	\$ 48,145.95	\$ 7,445.25
WOODLANDS COUNTY	4,754		\$ 22,581.50	4,558	\$ 22,106.30	\$ 3,418.50
YELLOWHEAD COUNTY	10,995		\$ 52,226.25	10,426	\$ 50,566.10	\$ 7,819.50
YELLOWSTONE	137	767	\$ 650.75	117	\$ 555.75	\$ 87.75
GRAND TOTAL	295,454	62,029	\$ 1,403,406.50	301,223	\$ 1,460,919.85	\$ 225,917.25

**Yellowhead Regional Library - Draft 2026 Budget
Member School Division Estimated Levies / Estimated Allotment**

Northern Gateway School Division	Alberta Education FTE as of Sept 2024	2026 Estimated Levy at \$15.71/FTE	Estimated Allotment at \$1.00/FTE
Darwell School Library	140	\$ 2,199.40	\$ 140.00
Elmer Elson Elementary School Library	322	\$ 5,058.62	\$ 322.00
Gateway Academy Onoway	18	\$ 282.78	\$ 18.00
Gateway Academy Whitecourt	101	\$ 1,586.71	\$ 101.00
Grasmere School Library	124	\$ 1,948.04	\$ 124.00
Hilltop Junior/Senior High School Library	509	\$ 7,996.39	\$ 509.00
Mayerthorpe Junior/Senior High School Library	285	\$ 4,477.35	\$ 285.00
Onoway Elementary School Library	435	\$ 6,833.85	\$ 435.00
Onoway Junior/Senior High School Library	490	\$ 7,697.90	\$ 490.00
Pat Hardy Primary School Library	336	\$ 5,278.56	\$ 336.00
Percy Baxter Middle School Library	370	\$ 5,812.70	\$ 370.00
Rich Valley School Library	99	\$ 1,555.29	\$ 99.00
Sangudo Community School Library	124	\$ 1,948.04	\$ 124.00
Whitecourt Central Elementary School Library	339	\$ 5,325.69	\$ 339.00
Subtotals	3692	\$ 58,001.32	\$ 3,692.00

Pembina Hills School Division	Alberta Education FTE as of Sept 2024	2026 Estimated Levy at \$15.71/FTE	Estimated Allotment at \$1.00/FTE
Barrhead Composite High School Library	698	\$ 10,965.58	\$ 698.00
Barrhead Outreach	33	\$ 518.43	\$ 33.00
Busby School Library	134	\$ 2,105.14	\$ 134.00
Dunstable School Library	59	\$ 926.89	\$ 59.00
École Barrhead Elementary School Library	629	\$ 9,881.59	\$ 629.00
École Westlock Elementary School Library	455	\$ 7,148.05	\$ 455.00
Eleanor Hall School Library	181	\$ 2,843.51	\$ 181.00
Fort Assiniboine School Library	81	\$ 1,272.51	\$ 81.00
Neerlandia Public Christian School Library	262	\$ 4,116.02	\$ 262.00
Pembina North Community School Library	165	\$ 2,592.15	\$ 165.00
Pibroch Colony School Library	23	\$ 361.33	\$ 23.00
R.F. Staples Secondary School Library	622	\$ 9,771.62	\$ 622.00
Sunny Bend Colony School Library	21	\$ 329.91	\$ 21.00
Swan Hills School Library	207	\$ 3,251.97	\$ 207.00
Westlock Outreach	24	\$ 377.04	\$ 24.00
Subtotal	3594	\$ 56,461.74	\$ 3,594.00

Wetaskiwin School Division	Alberta Education FTE as of Sept 2024	2026 Estimated Levy at \$15.71/FTE	Estimated Allotment at \$1.00/FTE
Alder Flats Elementary School Library	81	\$ 1,272.51	\$ 81.00
Buck Mountain Central School Library	145	\$ 2,277.95	\$ 145.00
Centennial School Library	111	\$ 1,743.81	\$ 111.00
Clear Vista School Library	425	\$ 6,676.75	\$ 425.00
Falun Elementary School Library	117	\$ 1,838.07	\$ 117.00
Griffiths-Scott School Library	263	\$ 4,131.73	\$ 263.00
Lakedell Elementary School Library	80	\$ 1,256.80	\$ 80.00
Lynn Lauren Early Education School	57	\$ 895.47	\$ 57.00
Norwood School Library	191	\$ 3,000.61	\$ 191.00
Parkdale School Library	195	\$ 3,063.45	\$ 195.00
Pigeon Lake Regional School Library	253	\$ 3,974.63	\$ 253.00
Pine Haven Colony School Library	17	\$ 267.07	\$ 17.00
Pipestone School Library	79	\$ 1,241.09	\$ 79.00
Queen Elizabeth School Library	164	\$ 2,576.44	\$ 164.00
Silver Creek Colony School Library	12	\$ 188.52	\$ 12.00
Wetaskiwin Composite High School Library	849	\$ 13,337.79	\$ 849.00
Wetaskiwin Outreach	156	\$ 2,450.76	\$ 156.00
Winfield School Library	74	\$ 1,162.54	\$ 74.00
Subtotal	3269	\$ 51,355.99	\$ 3,269.00

GRAND TOTAL	10,555	\$ 165,819.05	\$ 10,555.00
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Summer Village of Nakamun Park Request For Decision - (RFD) 2025-51

Meeting:	Regular Council
Meeting Date:	October 21, 2025
Originated By:	Wendy Wildman, Chief Administrative Officer
Title:	WhatsApp – Participation Motion
Agenda Item Number:	6(b) – Regular Business

BACKGROUND/PROPOSAL:

As Council is aware, we had previously discussed setting up a WhatsApp as an enhanced resident engagement and community system. Direction at the last minute was that Councillor Gertz was to do research and bring back a proposal for further consideration by council. In the interim, some steps have already been taken to set up this platform.

On September , the following notification was sent out:

“Nakamun Crime Watch.

The objective of this group chat is to keep the community involved and informed about any possible criminal activity in the area. Anyone noticing suspicious activity or vehicles can post warnings or pictures. Any reports of break-ins can be shared. If you are interested in being a part of this group chat, please Email ray.gertz@svnakamun.com with your full name, Nakamun address and cell number.”

This soft launch sort of jumped the gun, but it does provide us the framework for the discussion council needs to formally approve. There are still a few steps in how this system is going to be used that we need to clarify and make part of the public record. These include:

1. Confirmation of administrator and their role (ability to moderate participation)
2. Confirmation of scope (types of groups, subgroups)
3. Confirmation of registration process (who can register, how they register)
4. Confirmation of how it will be advertised

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Pending comments that council has received from the public or further reflection amongst themselves, administration has the following thoughts:

1. We should confirm the administrator is Councillor Gertz and authorize him to have full control and discretion to administer this application as he sees fit. As previously discussed, administration would like to keep this communication method separate to the official communication methods (website and email), so appointing Councillor Gertz is necessary to establish that role.

2. In terms of scope, we are aware the first post is regarding security notifications. We also understand that the intent is to expand the subgroups of this app is to include other topics and we should get clear direction on what those topics will be. In addition to the security notification subgroup, what other general topics does council want to incorporate into this platform (community initiatives, feedback on policy issues)
3. As per the post, it appears that we have a registration process in mind. But for the record, we simply need to approve that. As a reminder, this process is that registration will be sent to Councillor Gertz's councillor email address and these requests will be accompanied by some personal data (name, Nakamun address and cell number)
4. Typically originating correspondence on new programs and services is done on a community wide mail out to ensure all community members receive said correspondence. Council may wish to consider a mail out here or they may wish to simply advertise this new system on the website. Either way we will be sure to include in future newsletters as a general reminder to the public.

As a general rule, even though administration is not actively participating in this App, that we are all coordinating on what the messages are that are going out on the App. We also need to coordinate, through the administration office, public notification and advertisement of this new system on the website as the administration office is the administer of the website.

COSTS/SOURCE OF FUNDING (if applicable)

N/A as the WhatsApp is free so there is no cost to that. Depending on how you wish to advertise, there could be costs involved (mail out is approximately \$500.00), to consider. Another point to consider is whether the administrator of the App is to receive compensation (an honorarium for example) for their time involved in administrating this App.

RECOMMENDED ACTION:

- 1) That Council for the Summer Village of Nakamun Park accept the discussion for WhatsApp engagement as information.

and
- 2) That Council for the Summer Village of Nakamun Park endorses the creation of a community WhatsApp group with Councillor Gertz as designated administrator with full and sole moderator discretion, as discussed, AND THAT Councillor Gertz be authorized to use his summer village email to facilitate the registration of this application including the collection of registrant's names, email addresses, municipal addresses and contact numbers.

and
- 3) That Council for the Summer Village of Nakamun Park authorizes the use of the WhatsApp system for communication and engagement on matters including, but not limited to, security, community initiatives and feedback on community policy, AND THAT the advertisement of

this program of this new system be made through the municipal website as each new group or subgroup is launched.

Initials show support – Reviewed By: **CAO: *W. Wildman***

**Summer Village of Nakamun Park
Request For Decision - (RFD) 2025-52**

Meeting:	Regular Council
Meeting Date:	October 21, 2025
Originated By:	Wendy Wildman, Chief Administrative Officer
Title:	2026 Group Accident Insurance Renewal
Agenda Item Number:	6(c) – Regular Business

BACKGROUND/PROPOSAL:

Summer Village of Nakamun Park has all insurance through Alberta Municipalities.

One of these insurance services is the Group Accidental Insurance policy which provides coverage for council and volunteers. This policy is reviewed and renewed annually based on the insurance needs anticipated for the following year.

On October 4, 2025, we received the renewal package (see attached) for 2026 and it is being presented here today for direction.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Generally speaking the municipality has some discretion in what kind of coverage they would like. (Council coverage, seasonal coverage, volunteer coverage and various firefighting coverage policies). Recent past and current policy has been to offer councillor coverage level 2 - 24 hour protection as well as municipal volunteer coverage. The firefighting coverage is not applicable to us under our current firefighting structure. Additionally, currently, we do not subscribe to critical illness coverage.

1. The renewal package is presented with no change to the service level.

and

2. The renewal package was presented with no rate change from the previous year.

As there are new councillors, there may be a need to complete a set of enrollment forms. These will be sent out to individual councillors as needed, if applicable.

COSTS/SOURCE OF FUNDING (if applicable)

As noted above, the costs for 2026 will be the same as 2025 which is \$250.00

RECOMMENDED ACTION:

- 1) That Council for the Summer Village of Nakamun Park authorize administration to execute the renewal of the Group Accident Insurance based on the same coverage level as 2025 as presented in the October 1, 2025 correspondence regarding same.

Initials show support – Reviewed By: CAO: <i>W. Wildman</i>



October 1, 2025

Dear Summer Village of Nakamun Park:

RE: 2026 GROUP ACCIDENT INSURANCE RENEWAL

With 2026 fast-approaching we are facilitating your Group Accident Insurance renewal process by providing you with important updates to 2026 coverages, enabling you to make an informed decision on the coverage that best suits your members.

Please find included your 2026 renewal package.

If you wish to renew with the same coverage as 2025 or are not renewing for 2026, simply complete the section on page 2 by checking the appropriate box and email or fax it to **Group Accident Program – Benefits Services Dept** at your earliest opportunity.

The coverage you elected for 2025 is as follows:

<p>Councilor Coverage Number of Members: Plan: Option (1= on duty, 2= 24 hrs): Critical Illness:</p> <p>Seasonal Coverage Number of Members: Plan: Option (1=on duty, 2=24 hrs):</p> <p>Municipal Volunteers (Yes/No) Y</p>	<p>Volunteer Firefighter Coverage Number of Members: Plan: Option (1=basic, 2=enhanced): 24hr Coverage Number of Members: Plan: Critical Illness:</p> <p>Fulltime Firefighter Coverage Number of Members: Plan: Option (1=basic, 2=enhanced): Critical Illness: 24hr Coverage (Yes/No)</p>
---	--



We are happy to continue to offer our Group Accident members the Volunteer Firefighter Member and Family Assistance Program (MFAP) through Homewood Health. As a Group Accident member, you are eligible for discounted rates of \$3.00 per member/month for Volunteer Firefighters and \$4.95 per member/month for Council Members, and Seasonal Employees. Participation is completely optional, however if you would like to offer this benefit to your members, please complete the attached application form and return it with your 2026 renewal. We will arrange for the benefit to be set up on your behalf. You will be invoiced by Homewood Health and payment is to be sent to them. In addition, all inquiries related to the MFAP are to be handled by Homewood Health directly.

No changes to be made to our Group Accident coverage for 2026.

Group Accident Insurance coverage is not required for the 2026 policy year.

Completed by: (Must be completed by a proper Municipal Authority)

Municipality Name: _____

Contact Name: _____ Title: _____

Phone: _____ E-mail: _____

Date: _____ Signature: _____

If you wish to make changes to your current coverage for 2026, please update the 2025 coverage information on the first page. We ask that the completed, **signed** application be returned no later than **November 1, 2025**. If you do not respond by this date, your current coverage will terminate on December 31, 2025.

Please email or fax all completed forms Group Accident Program – Benefit Services Dept. **The original forms should be kept in your records.** Email to VFIS@abmunis.ca or fax at 780-409-9472.

Your assistance in providing the requested information in a timely manner is appreciated.

If you require additional information or have questions regarding the enclosed renewal package, please contact the Group Accident Program at VFIS@abmunis.ca or Alberta Municipalities toll free 310-2862.

Sincerely,



Theresa Nobis
Director, Benefits Services

**Summer Village of Nakamun Park
Request For Decision - (RFD) 2025-53**

Meeting:	Regular Council
Meeting Date:	October 21, 2025
Originated By:	Wendy Wildman, Chief Administrative Officer
Title:	Property Access Request
Agenda Item Number:	6(d) – Regular Business

BACKGROUND/PROPOSAL:

The property owner of 5565 Nakamun Drive is looking to move his driveway and looking into any regulations or specifications prior to doing so. He also wanted to know about planting vegetation on the green space in front of his property. Currently, he is mowing and maintaining the existing and would like to enhance the look of it.

Deputy Mayor Charter was charged with having a site meeting with the property owner to discuss the project and the construction standards required to facilitate this request. This meeting took place earlier this month and some consensus was reached on next steps.

Correspondence from the property owner has been attached in redacted form. The initial correspondence was directed to Development Officer Tony Sonnleiter who in turn directed the property owner to contact the administration office.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Council will recall that the municipality does not have a standing policy on access and approach standards. Therefore, these requests are advanced to the council for approval. In general, we have followed the basic levels for construction and material specifications when considering new/moved accesses and Deputy Mayor Charter will be best positioned to speak on those.

Provided that the council agrees with the standards resulting from negotiations with the property owner, the request today is to authorize administration to send a letter detailing the approval as discussed. Terms of that approval would include size and material of culvert, use of riprap, and use of proper Locates prior to any work being done, as well as future maintenance obligations and removal/decommissioning of the current access.

One of the matters yet outstanding is the second part of the property owner’s request to add vegetation to the green space in front of his property. The municipality has traditionally been extremely cautious about granting requests to add vegetation to our green spaces, especially our ditches and storm water drainage zones. While we respect the desire of the property owner to enhance the aesthetic appearance of this zone, and appreciate his diligence in maintaining the boulevard in the past, we are not in support of inviting vegetation into these types of lands. We would recommend that council advise the property owner to plant vegetation up to his property line but not into the municipal ditch.

COSTS/SOURCE OF FUNDING (if applicable)

All related costs will be incurred by the property owner as is standard. Of note, the access will be transferred to the municipality upon final inspection and follow under the care and control of the municipality into perpetuity.

RECOMMENDED ACTION:

That Council for the Summer Village of Nakamun Park accepts the request for property access relocation at 5565 Nakamun Drive as information and further council approves the request and authorizes administration to forward a letter outlining the approval and conditions discussed, including but not limited to, culvert size and material, use of riprap, and use of proper Locates prior to any work being done, as well as future maintenance obligations and removal/decommissioning of the current access and council advise the property owner to plant vegetation up to his property line but not into the municipal ditch.

Initials show support – Reviewed By: CAO: <i>W. Wildman</i>

Summer Village of Nakamun Park Request For Decision - (RFD) 2025-54

Meeting:	Regular Council
Meeting Date:	October 21, 2025
Originated By:	Wendy Wildman, Chief Administrative Officer
Title:	Invitation to SVLSACE Asset Management Planning
Agenda Item Number:	6(e) – Regular Business

BACKGROUND/PROPOSAL:

Council will recall that the municipality has been investigating options for Asset Management Planning. In addition to the ACP Grant project on this matter (which is envisioned to focus on asset assessment and cataloguing, as well as policy development), SVLSACE has been working with CAO Marlene Walsh (Val Quentin) to explore Asset Management services through Matthewson & Company.

Following a group meeting with Matthewson and Co, SVLSACE has arranged an in person meeting with stakeholders (Matthewson and any interested SVs CAOs and Elected) to occur during the ASVA Conference (Oct. 16-17). This meeting has – as of the time of writing – been scheduled for after 4pm Oct. 16 (with more details to follow).

The purpose of this action item is to (a) ratify attendance of CAO and Elected to attend this meeting on Oct 16, 2025, and (b) seek direction on if Council would like to engage in a service negotiation for this Asset Management Planning service.

CAO Walsh’s email is attached for more context.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Asset Management is a bit of a new trend for summer villages, but also increasingly considered a “must do” as many core grant funds are being tied to having an approved Asset Management Plan. In consideration of this, we are eager to get something done on this portfolio very soon. As noted earlier, the ACP grant (which is a more comprehensive request) will be applied for in November, and if approved work would likely be done in time for budget 2027. The question we are asking council to consider is whether the Matthewson proposal has a place in the interim, or as a plan B option.

We do encourage attendance at this ASVA group meeting and hope some of council was able to attend as well. At last review, the Matthewson proposal gave us a starting point that we could upcycle into the larger ACP grant project if needed (they would do the asset catalogues and initial condition assessment, as well as draft a unified asset management policy to use for future plan development). The Matthewson proposal was also very cost effective – being offered at ~\$7,500 divided between all SVLSACE members who wished to join (so if it is all of us, that equals \$625 each). Note that usually it is \$7,500/municipality so this is an awesome deal. Attendance at this meeting on Oct. 16, 2025 will prove to confirm these details (scope and cost).

In Administration's view, we should join this Matthewson project – even if it is just a precursor to the larger ACP project. The Matthewson project will yield the basic deliverables we need to keep us compliant as a very cost effective solution. If the ACP project also proceeds as proposed, none of the Matthewson project material will be "wasted" it will just mean that project gets a bit of a head start itself. I think for SVNPNP – as we have more assets than most SVs – this solution is the best all-round option to get us compliance and keep us compliant, as well as making an Asset Management Plan that is proactive and actually functional for our municipality.

COSTS/SOURCE OF FUNDING (if applicable)

As noted above, unless additional information is provided during the Oct. 16, 2025, meeting to revise that cost perspective. These costs would be incurred in the 2026 Operating and Capital Budget. There may also be "committee costs" – like honourariums and travel for any SVNPNP reps to populate the working group on this project.

RECOMMENDED ACTION:

- 1) That Council for the Summer Village of Nakamun Park ratify the attendance of the CAO or designate and Elected to attend this session, and authorize the participation of the Summer Village of Nakamun Park in the proposed Matthewson and Co Asset Management Project, on conditions same or similar as to those discussed on Oct. 16, 2025, including but not limited to group costs of approximately \$7,500 to be covered equally by all participating members, and scope of work as noted.

Initials show support – Reviewed By: CAO: <i>W. Wildman</i>

Subject **Invitation to SVLSACE CAOs – Asset Management Planning Discussion with Matthewson & Company**



From Marlene Walsh <cao@valquentin.ca>
To <cao@birchcove.ca>, <cao@svnakamun.com>, <cao@rosshaven.ca>, <cao.svsandyb@xplornet.ca>, Summer Village Office <administration@wildwillowenterprises.com>, <svwestcove@outlook.com>, <svcastle@telus.net>, <emily@springlakealberta.com>, <office@sunsetpoint.ca>, <office@svyellowstone.ca>, [1 more...](#)
Cc Gwen Jones <gwen.jones@sunsetpoint.ca>, Ren Giesbrecht <renjgiesbrecht@gmail.com>, <ddm@kronprinzconsulting.ca>
Date 2025-10-08 15:05

-
- [_Summer Vill Lac Ste. Anne.pdf\(~4.8 MB\)](#)
-

Good Afternoon CAOs of SVLSACE,

On October 7, 2025 Dwight, Ren, Gwen and I met virtually Lorri from Matthewson and Company to review the attached Asset Management proposal.

This funding proposal is intended to include all 12 of the summer villages associated with the Summer Villages of Lac Ste. Anne County East, with the objective being to provide each Summer Village with an asset management policy, plan and implementation support to meet or exceed the expectations of the Alberta Legislation following the FCM's asset readiness guide as a starting point.

We would like to invite you to review the attached document, and join a discussion on **Asset Management Planning with Matthewson & Company** during the upcoming **ASVA Conference on October 16 and 17, 2025**.

We are proposing to hold this meeting **after 4:00 PM on Thursday, October 16**, to allow for attendance following the day's conference sessions and prior to the evenings activities. This will provide opportunity to explore available supports, and discuss strategies to strengthen our collective asset management practices within the SVLSACE municipalities.

We appreciate confirmation of your availability for this proposed time.

Thank you, and we look forward to your participation in this conversation.

Regards,

Marlene Walsh
CAO
Summer Village of Val Quentin
p: 780 668 3182
e: cao@valquentin.ca
Val Quentin: A Year-Round Community

**Summer Village of Nakamun Park
Request For Decision - (RFD) 2025-55**

Meeting:	Regular Council
Meeting Date:	October 21, 2025
Originated By:	Wendy Wildman, Chief Administrative Officer
Title:	Capital Region Assessment Services Commission (CRASC)- interest in sitting on their board
Agenda Item Number:	6(f) – Regular Business

BACKGROUND/PROPOSAL:

The Summer Village is a service member of the Capital Region Asset Services Commission (CRASC). As a member we also get to participate in their Annual General Meeting, including nomination and election of Board of Directors.

As 2025 is an election year, it also means the election of the Board of Directors for the Commission takes place at the next AGM. In preparation, documents that outline important information about the role of elected officials on the CRASC Board of Directors have been provided.

The Board will be elected from the group of appointed representatives, as per Bylaw at the AGM.

The AGM date has been set for November 5, 2025.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

CRASC has provided a detailed overview of the roles and responsibilities of their Directors. This is attached for additional reference. Council will note that one Board position is available for Summer Village directors.

As a matter of process we should send a voting representative to this AGM (authorize attendance) and from there it will be a matter of if that individual wishes to receive and accept a nomination to stand for election, or if they just want to go to nominate or vote for another favoured candidate. Assessment is a fairly regulated process under provincial legislation, so some background – or at least a willingness to dive deep into that policy review – would be a prerequisite of standing for this board position.

We do not appoint a standing rep to this group in our annual organizational meeting, so if you want to send a rep we need to ratify who is going. For this meeting that rep will be covered by SVNP honourariums, but if they are elected to the Board they will be on the CRASC remuneration schedule going forward (details noted in the attached overview from CRASC).

COSTS/SOURCE OF FUNDING (if applicable)

As noted above, some costs to attend (honourariums), but no registration costs are noted. Participation is a result of our membership in the Commission.

RECOMMENDED ACTION:

- 1) That Council for the Summer Village of Nakamun Park authorize the attendance of _____ to participate in the 2025 Annual General Meeting of the Capital Region Assessment Services Commission, scheduled for November 5, 2025 in Edmonton.

Initials show support – Reviewed By: CAO: <i>W. Wildman</i>



**Capital Region Assessment Services Commission
Information: Appointed Representatives & Board of Directors**

CRASC’s mission is to provide effective, reliable, and cost-efficient assessment services to our member municipalities. We strive to use the latest assessment techniques and technologies to deliver the best possible results to our members.

Established in 1994, CRASC operates under the authority of the Municipal Government Act of Alberta and is governed by a board of directors appointed by the member municipalities.

CRASC REPRESENTATIVE INFORMATION:

Annually, each Member’s Council appoints one Representative to the Commission. CRASC is comprised of 31 Member municipalities. Currently there is only one commitment required of the Appointed Representative: attendance at the AGM.

The [**2025 Annual General Meeting will take place in person on Wednesday Nov. 5, 2025**](#); the venue is located in north/central Edmonton. This AGM will include the election of the CRASC Board of Directors.

At an AGM, the Board shall present the audited financial statements, activities of the past year and the anticipated costs of assessment services for the forthcoming year.

- The AGM is held in person mid to late October of each year.
- The meeting is preceded by a lunch
- Approximately 1-2 hrs including lunch

Please note that CRASC does not provide per diem compensation for representative’s attendance at the AGM; however, your municipality may have provisions in place for this.

CRASC BOARD OF DIRECTORS INFORMATION:

The Board shall consist of up to five (5) representatives elected by the Members, and of whom shall be one from each of the following Member municipality types:

- City
- Town
- Municipal districts/specialized municipalities
- Village
- Summer Village

In order to qualify to act as a Board Director, each representative of a Member must be a councillor of the Member municipal authority.

The first Annual General Meeting held immediately after the municipal elections also includes the election of the Board of Directors of the Commission.

If your Representative is elected to sit on the Board of Directors, he/she will be required to:

- Serve on the Board for the period that coincides with the general term of municipal Councillors in the Province of Alberta (4 years)
- Attend 4-5 meetings throughout the year. See section “Duties of the Board” for more info.
 - Each meeting is approx. 1 hour long.
 - The meetings are held in person at the CRASC office in north/central Edmonton.

CRASC Board Members are eligible to receive per diem and mileage reimbursement for attendance at all Board meetings, including the AGM, *except in the case of the AGM held during an election year*, as follows:

	Member	Chair	<i>Mileage is reimbursed at the CRA prescribed rate.</i>
Up to 4 hours	\$ 164	\$ 219	
Between 4 - 8 hours	\$ 290	\$ 383	

The Board has engaged a General Manager to assist the Board in its obligations to the Commission. Reporting directly to the Board, the General Manager is largely responsible for the daily operations of the Commission.

The following is an excerpt from the CRASC Bylaws describing the Duties of the Board:

2.8 Duties of the Board:

- 2.8.1 The Board shall be responsible for the governance of the Commission and shall conduct the affairs of the Commission and such other business as may be directed by the Members;
- 2.8.2 The Board's obligations to oversee the operations of Commission shall include, but not be limited to, the following:
 - 2.8.2.1 To adopt an annual budget for the forthcoming year, in accordance with the Act;
 - 2.8.2.2 Establish procedures to authorize and verify expenditures that are not included in a budget;
 - 2.8.2.3 To appoint signing authorities for all cheques, contracts and other documents on behalf of the Commission;
 - 2.8.2.4 To appoint a financial auditor;

- 2.8.2.5 To prepare and approve policies and procedures relating to the daily operations of the Commission;
- 2.8.2.6 To procure and maintain all reasonable insurance policies against claims that may be made against the Commission for negligence or other liability in a commercially reasonable manner;
- 2.8.2.7 To maintain the operations and service levels of the Commission in a manner beneficial to the Members;
- 2.8.2.8 To cause to be kept proper books of account and records, and all such books of account and records together with all papers and other documents relating to the Commission shall be kept at the office of the Commission and shall be open during reasonable business hours to the inspection and examination of every member of the Commission by appointment;
- 2.8.2.9 To cause minutes to be made and books to be provided for the purpose of recording all Resolutions passed by and of all proceedings of any meeting of the Board or Members and shall cause to be recorded the names of all persons present at such meeting;
- 2.8.2.10 To ensure that the requirements of the Act relating to the delivery of reports, financial statements, and information to the members of the Commission or the Government of the Province of Alberta are met;
- 2.8.2.11 To appoint a bank or banks as banker or bankers for the Commission.

For additional representative & board information, please contact Gerryl Amarin, Manager/Finance Officer, at Gerryl.Amarin@crasc.ca or 780-297-8185. Or visit our website at www.crasc.ca

This document is intended for email distribution to Commission Members prior to July 1, 2025.

Subject **September Spark: Practical Training Tools to help Non-Profit Boards Succeed**
From Alberta Community Development
<communitydevelopmentunit@gov.ab.ca>
To <cao@svnakamun.com>
Reply-To <communitydevelopmentunit@gov.ab.ca>
Date 2025-09-18 13:09



- Fall2025WebinarFlyer.pdf(~146 KB)

[View in browser](#)



September Spark: Practical Training Tools to help Non-Profit Boards Succeed!

Get ahead this Fall! Sign up for a free training webinar, video or online course in September on the Alberta Non-Profit Learning Centre and advance your skills!

Explore your options below!

Fall 2025 Webinars



Learn from anywhere.

Looking to sharpen your non-profit skills this Fall? Click on any session below to access the registration page. All webinars are hosted on Zoom and are free to attend.

To view all of our webinar offerings, visit our Eventbrite page <http://albertacdu.eventbrite.com/>.

If you have any questions, send us an email at communitydevelopment@gov.ab.ca.

We look forward to seeing you at a session soon!

Fall 2025 Schedule of Webinars!

This newsletter includes the webinar schedule for September and October. Check out the attached flyer for all the dates and times of our November webinars – we've got some great sessions lined up!

This Fall, we are adding webinars on Tuesday evenings and Saturday mornings to accommodate the busy schedules of our learners! This newsletter includes:

Basic Facilitation Skills

"Basic Facilitation Skills" is a series of four webinars on September 22, 23, 24, and 25. To get the most out of the learning experience, we suggest attending all four sessions. You need to register for each session separately.

- Basic Facilitation Skills – Session 1 of 4 – Monday, September 22, 2025 (10:00 a.m. – 12:00 p.m.)
<https://1553246123969.eventbrite.ca>
- Basic Facilitation Skills – Session 2 of 4 – Tuesday, September 23, 2025 (10:00 a.m. – 12:00 p.m.)
<https://1553249122939.eventbrite.ca>
- Basic Facilitation Skills – Session 3 of 4 – Wednesday, September 24, 2025 (10:00 a.m. – 12:00 p.m.)
<https://1553255361599.eventbrite.ca>
- Basic Facilitation Skills – Session 4 of 4 – Thursday, September 25, 2025 (10:00 a.m. – 12:00 p.m.)
<https://1553260366569.eventbrite.ca>

Building Consensus

Choose one of the options of the **"Building Consensus"** webinar listed below:

- Building Consensus - Tuesday, October 14 (7:00 - 9:00 p.m.)
<https://1553218070059.eventbrite.ca>
- Building Consensus - Wednesday, October 15 (1:30 - 3:30 p.m.)
<https://1553224689859.eventbrite.ca>
- Building Consensus - Saturday, October 18 (9:30 to 11:30 a.m.)
<https://1553227087029.eventbrite.ca>

Non-Profit Board Governance

- Board Roles and Responsibilities – Saturday, September 20, 2025 (9:30 – 11:00 a.m.)
<https://1553199123389.eventbrite.ca>

Choose one of the options of the **"Legal Responsibilities and Conflict of Interest"** webinar listed below:

- Legal Responsibilities and Conflict of Interest – Wednesday, October 1, 2025 (1:30 – 3:00 p.m.)
<https://1553210166419.eventbrite.ca>
- Legal Responsibilities and Conflict of Interest – Saturday, October 4, 2025 (9:30 – 11:00 a.m.)
<https://1553212413139.eventbrite.ca>

Strategic Planning

Choose one of the options of the **"Strategic Thinking, Then Strategic Planning"** webinar listed below:

- Strategic Thinking, Then Strategic Planning – Tuesday, October 7, 2025 (7:00 – 9:00 p.m.)
<https://1553215301779.eventbrite.ca>
- Strategic Thinking, Then Strategic Planning – Wednesday, October 8, 2025 (1:30 – 3:30 p.m.)
<https://1553217177389.eventbrite.ca>

Choose one of the options of the "**SWOT Analysis**" webinar listed below:

- SWOT Analysis – Tuesday, October 21, 2025 (7:00 – 8:30 p.m.)
<https://1553323726079.eventbrite.ca>
- SWOT Analysis – Wednesday, October 22, 2025 (1:30 – 3:00 p.m.)
<https://1553369823959.eventbrite.ca>
- SWOT Analysis – Saturday, October 25, 2025 (9:30 – 11:00 a.m.)
<https://1553379161889.eventbrite.ca>

Register Now

Alberta Non-profit Learning Centre

Spotlight on Resources to Help Non-Profit Boards Make a Strong Start this Fall

The Alberta Non-profit Learning Centre (NPLC) provides a collection of resources to support governance, operations, program delivery and services in the community.



Level up your board's impact this Fall by checking out these training tools and resources available on the Non-Profit Learning Centre at: <https://alberta.ca/NonProfitLearning>

Online courses:

- Board Roles and Responsibilities
<https://nonprofitlearning.alberta.ca/unlock/VM1V9io>
- Building a Strong Team – Part 1: Characteristics of a Strong Team
<https://nonprofitlearning.alberta.ca/unlock/R8YGPkb>
- Building a Strong Team – Part 2: Supporting Structures for Teams
<https://nonprofitlearning.alberta.ca/unlock/LsZrE51>
- Building a Strong Team – Part 3: Principles for Working Together
<https://nonprofitlearning.alberta.ca/unlock/G9qxiqO>
- Fiduciary Duty
<https://nonprofitlearning.alberta.ca/unlock/Ett0fn6>

Video recordings:

- Grant Writing 101, 4-part Video Series
<https://nonprofitlearning.alberta.ca/unlock/ZWMQI2T>

If you have any questions, send us an email at communitydevelopment@gov.ab.ca.

Visit the Non-profit Learning Centre

Other News

Tariff Survey

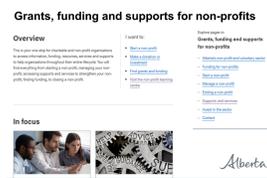
Page 39 of 69

Here is an opportunity to share your experience with tariffs. [The Nonprofit Chamber](#) is gathering input to better support Alberta's non-profit sector, and they're interested in hearing from you.

This isn't a Government of Alberta survey, and its completely optional.

The Nonprofit Chamber (NPC) supports Alberta's 27,000+ non-profit organizations by amplifying their voices on key policy issues. Right now, tariffs are raising costs that affect everything from vehicles and building materials to program delivery. The NPC wants to understand how this is affecting your organization.

Complete this short survey <https://www.surveymonkey.com/r/HMZCKB8>



Grants, Funding and Supports for Non-Profits

The Community Engagement Branch at Alberta Arts, Culture and Status of Women has a variety of supports for the Non-Profit Voluntary Sector. For more information about funding, resources, and available services, visit **Grants, Funding and Supports for Non-profits** at <https://www.alberta.ca/grants-funding-and-supports-for-non-profits>



Facilitation Services

Need help guiding group decisions? The Community Development Unit offers facilitation services for non-profits—like strategic planning workshops—led by trained, neutral facilitators. We bring the tools, guide the process, and keep things moving. Sessions are customized, well-organized, and available online, in-person, or hybrid. Dates may be limited, based on demand and availability, so reach out early! Email communitydevelopment@gov.ab.ca.



Northern Lights Volunteer Recognition Program

Shine the spotlight on the Everyday Heroes in your community! Consider nominating a special volunteer for **Northern Lights Volunteer Recognition Program** honours at <https://www.alberta.ca/alberta-northern-lights-volunteer-recognition-program>. Online nominations are accepted throughout the year. Share their story and help us to say "thank you" to Albertans who are making a difference and making all our lives better!

Community Engagement Branch
Government of Alberta | 10405 Jasper Avenue | Edmonton
communitydevelopment@gov.ab.ca | <https://www.alberta.ca/community-development-unit>

[Subscribe](#) | [Unsubscribe](#)

Overview

The Learning and Development team of the Community Development Unit (CDU) offers a variety of professional development webinars to support capacity building in the non-profit sector.

The following is a list of webinars we are offering in the fall 2025 season (September thru December). All webinars are FREE to attend, are hosted on Zoom, and require advanced registration. Visit [Eventbrite.ca](https://www.eventbrite.ca) and search for **“Government of Alberta, Community Engagement Branch”**. You can also click on any of the **“Registration Links”** under each webinar listing to be directed to each webinar registration page.

Basic Facilitation Skills

Basic Facilitation Skills is set of 4 webinar sessions for people in volunteer and community positions, seeking to make their board, staff, volunteer, and public engagement sessions more meaningful. Topics include the role of the facilitator, designing and preparing for facilitated sessions, and tools and techniques for leading groups in a more “facilitative way”.

Basic Facilitation Skills – Part 1

Date: Monday, September 22, 2025

Time: 10:00am – 12:00pm

[Registration Link](#)

Basic Facilitation Skills – Part 2

Date: Tuesday, September 23, 2025

Time: 10:00am – 12:00pm

[Registration Link](#)

Basic Facilitation Skills – Part 3

Date: Wednesday, September 24, 2025

Time: 10:00am – 12:00pm

[Registration Link](#)

Basic Facilitation Skills – Part 4

Date: Thursday September 25, 2025

Time: 10:00am – 12:00pm

[Registration Link](#)

Board Development Series

The Board Development Program (BDP) is a series of 8 webinars on a variety of topics related to of being an effective board member. Each webinar is independent, and you can attend one webinar or the full series to build or enhance your skills. Five are being offered this fall and the remainder will be offered this winter.

Understanding your Legal Landscape

Date: Tuesday, September 9, 2025

Time: 7:00pm – 8:30pm

[Registration Link](#)

Date: Wednesday, September 10, 2025

Time: 1:30pm – 3:00pm

[Registration Link](#)

Date: Saturday, September 13, 2025

Time: 9:30am – 11:00am

[Registration Link](#)

Roles & Responsibilities

Date: Tuesday, September 16, 2025

Time: 7:00pm – 8:30pm

[Registration Link](#)

Date: Wednesday, September 17, 2025

Time: 1:30pm – 3:00pm

[Registration Link](#)

Date: Saturday, September 20, 2025

Time: 9:30am – 11:00am

[Registration Link](#)

Legal Responsibilities & Conflict of Interest

Date: Wednesday, October 1, 2025

Time: 1:30pm – 3:00pm

[Registration Link](#)

Date: Saturday, October 4, 2025

Time: 9:30am – 11:00am

[Registration Link](#)

Financial Responsibilities

Date: Wednesday, November 12, 2025

Time: 1:30pm – 3:00pm

[Registration Link](#)

Date: Saturday, November 15, 2025

Time: 9:30am – 11:00am

[Registration Link](#)

Risk Management

Date: Tuesday, November 25, 2025

Time: 7:00pm – 8:30pm

[Registration Link](#)

Date: Wednesday, November 26, 2025

Time: 1:30pm – 3:00pm

[Registration Link](#)

Date: Saturday, November 29, 2025

Time: 9:30am – 11:00am

[Registration Link](#)

Consensus Building

Consensus Building is an introductory webinar designed to provide you with a deep understanding of what consensus means, and how you can navigate the best approach for making group decisions.

Date: Tuesday, October 14, 2025

Time: 7:00pm – 9:00pm

[Registration Link](#)

Date: Wednesday, October 15, 2025

Time: 1:30pm – 3:30pm

[Registration Link](#)

Date: Saturday, October 18, 2025

Time: 9:30am – 11:30am

[Registration Link](#)

Facilitation Tools

This series of webinars explores different facilitation methods to support your non-profit organization work. These sessions include explanations of the methods steps and processes to follow and tips for facilitating in-person or online activities.

SWOT Analysis

Date: Tuesday, October 21, 2025

Time: 7:00pm – 8:30pm

[Registration Link](#)

Date: Wednesday, October 22, 2025

Time: 1:30pm – 3:00pm

[Registration Link](#)

Date: Saturday, October 25, 2025

Time: 9:30am – 11:00am

[Registration Link](#)

Asset Mapping

Date: Tuesday, November 18, 2025

Time: 7:00pm – 8:30pm

[Registration Link](#)

Date: Wednesday, November 19, 2025

Time: 1:30pm – 3:00pm

[Registration Link](#)

Date: Saturday, November 22, 2025

Time: 9:30am – 11:00am

[Registration Link](#)

Grant Writing 101

Grant Writing 101 is an introductory webinar on the topic of grant writing. It includes guidelines, tips, and resources to get started or improve your grant applications.

Date: Tuesday, November 4, 2025

Time: 7:00pm – 9:00pm

[Registration Link](#)

Date: Wednesday, November 5, 2025

Time: 1:30pm – 3:30pm

[Registration Link](#)

Date: Saturday, November 8, 2025

Time: 9:30am – 11:30am

[Registration Link](#)

Strategic Thinking, Then Strategic Planning

Strategic Thinking, then Planning is an introductory webinar where you will explore the importance of strategic thinking and what it means to be truly “strategic” before you begin the typical planning process. You will also learn organizational planning theory.

Date: Tuesday, October 7, 2025

Time: 7:00pm – 9:00pm

[Registration Link](#)

Date: Wednesday, October 8, 2025

Time: 1:30pm – 3:30pm

[Registration Link](#)

Contact Us

The Community Development Unit (CDU) is working to develop a variety of resources to support the non-profit/voluntary sector.

To learn more about our services visit our Non-Profit Learning Centre at:

<https://www.alberta.ca/non-profit-learning-centre>

You can also email us at:
community.development@gov.ab.ca

2025

SUMMER VILLAGE OF NAKAMUN PARK SEMIANNUAL REPORT

Enforcement Services



LAC STE. ANNE COUNTY

AT A GLANCE

Lac Ste. Anne County is proud to work alongside our neighbouring summer villages to provide professional and responsive bylaw enforcement services. Because summer villages are small and seasonal in nature, most do not have the resources to employ enforcement staff. By partnering with the County, they gain access to trained Community Peace Officers (CPOs) who help keep communities safe, fair, and welcoming.

Through service agreements, County Peace Officers extend their patrols into partnering summer villages, providing cost-effective service, consistency, and flexibility. This collaboration ensures residents and visitors receive the same level of enforcement throughout the region.

On May 1, 2025, Lac Ste. Anne County entered into an agreement with the Summer Village of Nakamun Park to provide Community Peace Officer and bylaw enforcement services. This joint venture strengthens the relationship between the two municipalities, enhancing both awareness and community safety.

ON THE GROUND IN NAKAMUN PARK

Lac Ste. Anne County Peace Officers began patrolling the Summer Village of Nakamun Park immediately following completion of the service agreement. Patrols began with the intention of public information and engagement, focussing on helping residents understand the services available, promoting traffic safety, and encouraging responsible use of municipal resources. Since May, County Peace Officers have engaged directly with residents—answering questions, listening to concerns, and encouraging use of the LSAC Bylaw Complaint Line, focussed on education and awareness—explaining local bylaws, traffic safety rules, and the process for filing a complaint, and collaborating with protective services partners to support safety across the community.

Patrol observations have shown a seasonal increase in activity, particularly in day-use and boat launch areas between April and June. Residents also requested patrols in response to parking issues and land use bylaws, off-highway vehicle (OHV/ATV) use, an increase of dogs at large in and around the community, as well as a growing concern regarding rural crime in the area.

While patrol schedules must balance demand across the region, officers have successfully connected with community members during visits. Feedback from residents and visitors has been positive, highlighting the value of officer presence and the importance of visible patrols in Nakamun Park.



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

September 22, 2025

The Honourable Dan Williams
Minister of Municipal Affairs

Dear Minister:

Thank you for your continued service to the people of Alberta and for your leadership within our government.

Albertans have entrusted us with a clear mandate: to deliver results, strengthen our communities, and build a future rooted in prosperity, opportunity, and responsible governance. Our government was elected to get the job done – and that is exactly what we will do.

Your ministry has had great success and accomplished several important milestones that reflect your commitment to serving Albertans. Some of these include:

- Strengthening local governance and updating local election rules with amendments to the *Municipal Government Act*, *Local Authorities Election Act* and the Local Political Parties and Slates Regulation.
- Enhancing construction safety and quality standards for newly built homes with changes to *New Home Buyer Protection Act* and the *Safety Codes Act*.

These achievements have laid a strong foundation for the work ahead and demonstrate your team's ability to turn vision into action.

Under your leadership as Minister of Municipal Affairs, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the Committee, Cabinet, and legislative processes to deliver on the following commitments to support Albertans, including:

- Maintain and build relationships of trust, partnership, and open dialogue with municipal leaders across the province and bring feedback and solutions from these discussions with municipal leaders to Caucus and Cabinet for timely consideration and action.
- Continue working with municipalities and local businesses to benchmark, measure and reduce the time it takes to approve permits to create a more attractive business investment environment.
- Work collaboratively with municipalities to eliminate conflicts between provincial policy and municipal bylaws and policy.
- Review and engage on how the government can support urban development that meets young Albertans' goals of home ownership in safe, affordable, attractive, livable family-friendly communities that reflect Alberta's distinct values and heritage.



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

- Review and make recommendations to strengthen Alberta's municipalities to ensure all Albertans are served by strong viable communities with the appropriate capacity to efficiently and effectively deliver necessary services.
- In consultation with municipalities and the business community, explore and make recommendations for ways to limit excessive municipal property tax increases for businesses and residents.
- Develop and implement a strategy to protect Albertans from specialized municipal taxes directed at homes that are not a primary residence.
- Complete development of an 'Automatic Yes' permitting program which will set shortened approval timeframes for all permitting overseen by the Ministry of Municipal Affairs coupled with an automatic approval for applications that are not rejected prior to the lapse of the maximum allowable assessment period.
- Streamline approval processes and reduce impediments for all permitting overseen by the Ministry of Municipal Affairs to enable the timely development of affordable housing.
- Complete work on a universal code of conduct for elected municipal officials and senior municipal staff that strengthens decorum and protects the freedom of speech of elected members, while ensuring an elected member cannot be impeded from fulfilling their duties as an elected representative by their elected colleagues.
- Review and provide recommendations regarding how to strengthen the role of elected municipal officials as the key policy and decision makers and supervisors of unelected municipal officials in municipal governments.
- Conduct a review of compensation and benefits for municipal officials to ensure taxpayer dollars are being respected and compensation levels are commensurate with time commitment and responsibility, including through the establishment of a municipal salary disclosure.

In addition, I expect you to provide support on further initiatives overseen by your colleagues:

- In coordination with the Minister of Transportation and Economic Corridors, who is lead, and the Associate Minister of Water, accelerate the development of an integrated water program that facilitates increased water treatment and distribution for residential, industrial, and agricultural water use across Alberta.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

they serve.

Together with you and our Caucus and Cabinet colleagues, I look forward to continuing the important work we have started and to get the job done.

Sincerely,

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

Hon. Danielle Smith
Premier of Alberta

IMPORTANT NOTICE
 EEB now accepts
 e-transfers for payments

*-Serving east end of Lac Ste. Anne County-
 Cherhill, Darwell, Alberta Beach & Onoway*

VALUE CARDS
 for
 scheduled trips only
 5 trips for \$90.00
 Purchase when boarding

Wednesday, October 15th, 2025

Destination: St. Albert Centre/Century Casino
Time: 10:30 AM – 3:30 PM
Cost: \$20.00 (pay when boarding)

Wednesday, October 22nd, 2025

Destination: Spruce Grove
Time: Spruce Grove 10:15 AM – 2:30 PM
Cost: \$20.00 (pay when boarding)
 Activities Tri Leisure, Walmart, Superstore, Medical Stops
 (Times and locations may vary)

Tuesday, November 4th, 2025. **Few Seat Remaining**

Rural Women's Conference - A full day of connection, inspiration, and learning designed for women from all walks of life—town, summer village, acreage, ranch, and farm.

Booking Opens: Tuesday, September 23rd
Cost: \$50.00 per person (includes transportation, conference and lunch)
Departure Time & Location: To be announced
 Please refer to EEB booking policy below.



Thursday, November 20th, 2025

Neerlandia Christmas Craft Sale
Booking Opens: Tuesday, October 14th, 2025
Cost: \$30.00 per person (includes transportation only lunch your cost)
Departure Time & Location: To be announced
 Please refer to EEB booking policy below.



Monday, December 15th, 2025

Christmas with Johnny Reid
Booking Opens: Tuesday, October 21st, 2025
Cost: \$90.00 per person (includes transportation and admission)
Departure Time & Location: To be announced
 Please refer to EEB booking policy below.



Contact Information:

Lorna: (780) 905-3934
 Office Hours: Monday – Thursday, 9:00 AM – 4:00 PM

Stay Updated:
 To receive the EEB monthly schedule, email your request to: eastendbus@gmail.com
 Schedules are also available online at: www.lsac.ca & www.onoway.ca
Booking Policy: * Book by Phone Only * Maximum of 2 Seats per Booking
Booking Times:

- 9:00 AM – 10:00 AM: Priority for first-time participants of the advertised excursion and residents within the service area.
- 10:00 AM: Open to all seniors aged 50+ in the service area.

Eligibility:
 Excursions are intended for EEB service area residents aged 50+ (e.g., dinner theatres, overnight trips).
Non-Residents:
 If you do not live in the service area, you may add your name to the waiting list on or after the booking day.

Subject **Fwd: Re: Response from Lac Ste. Anne Regarding Dual Call-Out Protocol**

From <cao@svnakamun.com>

To Keith Pederson <keith.pederson@svnakamun.com>, Bob Charter <bob.charter@svnakamun.com>, Ray Gertz <ray.gertz@svnakamun.com>

Date 2025-10-01 13:02



-
- Alberta Beach - Fire Services Mutual Aid Agreement - Addendum for Highway Dual Call-Out 08.16.2025.pdf(~245 KB)
-

Good afternoon,

Please see the correspondence below.

Thank you!

--

Sandra Schneider
Executive Assistant
Summer Village of Nakamun Park

----- Original Message -----

Subject: Re: Response from Lac Ste. Anne Regarding Dual Call-Out Protocol

Date: 2025-09-30 10:01

From: <aboffice@albertabeach.com>

To: <wendy@wildwillowenterprises.com>, <administration@wildwillowenterprises.com>, "SV of Southview" <svsouthview@outlook.com>, "S. V. of Castle Island" <svcastle@telus.net>, "S.V. of Nakamun Park" <cao@svnakamun.com>, <cao@valquentin.ca>

Good morning CAOs,

Further to our request to Lac Ste. Anne, regarding the implementation of a dual call-out protocol, please find attached the letter of response.

Kindly share this correspondence with your respective Council members.

Kathy Skwarchuk,

CAO

Alberta Beach

Box 278

Alberta Beach, AB

T0E 0A0

Phone: 780-924-3181

Fax: 780-924-3313

aboffice@albertabeach.com

Please Note: In observance of the National Day for Truth and Reconciliation, our office will be closed on Tuesday, September 30, 2025. Regular business hours will resume on Wednesday, October 1st.

_This email is intended for the use of the recipient or entity to which it has been addressed. This email may contain information that is privileged confidential, and/or protected by law and is to be held in strict confidence. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute or take action relying on it. Any communication received in error, or



September 16, 2025

Alberta Beach
Box 278
Alberta Beach, AB T0E 1A0

Attn: Kathy Skwarchuk, CAO

Re: Fire Services Mutual Aid Agreement – Addendum for Highway Dual Call Out

Per your email of August 22, 2025, Lac Ste. Anne County Council considered your request to add an Addendum to the proposed Mutual Aid Fire Agreement, specifically to address the “process for highway dual call out response.”

Following their deliberation in closed session (ATIA Section 26, *Disclosure harmful to intergovernmental relations*), Council passed the following resolution:

MOVED BY Councillor George Vaughan that Council direct Administration to advise the Municipal Fire Services Consortium, via Alberta Beach, that Lac Ste. Anne County's intent is for the proposed Fire Services Mutual Aid Agreement to remain a true mutual aid agreement, with departments engaging assistance when deemed required, and in accordance with the request procedures set out in the agreement. Carried.

In short, Council's position is that the agreement as drafted reflects the principles of true mutual aid. When either party requires assistance, that support should be requested and provided strictly within the parameters already outlined within the agreement.

Please feel free to connect with any questions or concerns.

Kind regards,

A handwritten signature in blue ink, appearing to read "Trista Court".

Trista Court
Interim County Manager / General Manager of Community Engagement

c.c. County Council
Randy Schroeder, County Fire Chief

Subject **ASVA - Emergent Resolution for the 2025 ASVA Annual General Meeting**



From ASVA Exec Director <summervillages@gmail.com>
To ASVA <summervillages@gmail.com>
Cc Don Davidson <donald_d@telus.net>
Bcc <cao@svnakamun.com>
Reply-To <execdirector@asva.ca>
Date 2025-10-08 11:14

- ASVA 2025 AGM - Emergent Resolution - SV of Grandview.pdf(~579 KB)
 - Proposed Letter from ASVA to Minister Williams.pdf(~490 KB)
-

Good morning,

The Summer Village of Grandview presented a emergent resolution to the ASVA on Saturday October 4th, 2025, and this resolution was accepted by ASVA's President, Mike Pashak & the ASVA Executive, as per Policy #204 - Resolutions 15.(b), and has met all the criteria of an **"emergent resolution"**. The resolution is attached.

Attached, you will also find a proposed letter for the Minister of Municipal Affairs in regards to the emergent resolution, to be discussed and seeking approval by the membership at the AGM on October 16, 2025.

Sincerely,
Kathy

Kathy Krawchuk, CLGM

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

Association of Summer Villages of Alberta

Annual General Meeting Oct 16, 2025

Title: In Support of the Summer Village of Ma Me O Beach

Moved by: the Summer Village of Grandview

Seconded by: the Summer Village of Golden Days

WHEREAS the Summer Village of Ma Me O Beach (MaMeO) recently came into a position of significant debt because of the design failure of its wastewater system and was required to undertake a viability review by Municipal Affairs;

WHEREAS with the overwhelming support of its residents, MaMeO successfully eliminated its debt and is moving forward with its functioning as a Municipality;

WHEREAS Municipal Affairs required MaMeO to complete a viability review and decide by a vote on whether to remain as a Summer Village or to become a hamlet in the County of Wetaskiwin;

WHEREAS the residents of MaMeO voted in favour of remaining as a Summer Village with a majority vote of 84% and 302 votes cast; and

WHEREAS the Minister of Municipal Affairs, after considering all factors, must now decide on the fate of MaMeO;

IT IS THEREFORE RESOLVED THAT the Association of Summer Villages of Alberta shows its support for MaMeO's continuation as a Summer Village and to advocate to the Minister for a favourable decision on this question.

BACKGROUND:

After the completion of its wastewater system, MaMeO found that the design was not robust enough to prevent system freezing during the winter. In spite of significant attempts to repair the problems, it was found that a basic flaw in the system rendered it completely inoperative. The costs of installing and attempting to repair the system resulted in MaMeO exceeding its debt limit, which brought the attention of Municipal Affairs in questioning its continued viability as a Summer Village. A viability review ordered by Municipal Affairs and completed by MaMeO identified a few issues of concern. The MaMeO council, after considering possible strategies to move forward, presented its residents the options of (1) each lot paying a share of the outstanding debt (approximately \$20,000), (2) each lot paying \$10,000 to reduce the debt to a manageable level for further action, or (3) doing nothing. As a result of the vote with over 80% of the residents choosing to pay off the debt, MaMeO was able to become debt free.

In spite of MaMeO having cleared its debt, Municipal Affairs required a vote on the following question:

Based on the findings of the Summer Village of MaMeO Beach viability review, which one of the two options below do you support for the future of MaMeO Beach?

Option 1 The Summer Village of MaMeO Beach remains a village and implements changes to achieve viability.

Option 2 Dissolve the Summer Village of Ma Me O Beach and Ma Me O Beach becomes a hamlet in Wetaskiwin County.

On September 20, 2025, over 84% of those voting supported remaining as a Summer Village. There was a strong turnout with 302 votes cast.

The continuation of MaMeO as a Summer Village is important for all Summer Villages in Alberta. Previous attempts by the provincial government to disband this class of municipality failed because of significant backlash from the residents of all Summer Villages. Rumbblings continue in the provincial government, where some MLAs are not in favour of their continued existence. The failure of MaMeO would open the door to questioning the viability of all Summer Villages as municipalities in Alberta.

Summer Villages exist for many reasons and play an important role in municipal governance. Perhaps the most visible is that they are in a unique position to cater to the specific needs and wishes of a lake-side community where special attention is required for the care of the lake with development criteria focusing of lakeshore protection. Counties will not write bylaws that go into the required detail for acceptable stewardship practices. Another reason is that it gives the owners the right to have a voice in the governance and taxation of the municipality. The converse is often reflected by the phrase “taxation without representation.” In a Summer Village, the owners have the right to vote, run for council, and influence how the village is run and how taxes are spent.

Through some one hundred years of existence of Summer Villages, we have shown that we know how to manage our affairs and contribute to the strength of the Province of Alberta by providing good governance and keeping a watchful eye on the health of our lakes.



Association of
SUMMER VILLAGES
OF ALBERTA

October 17, 2025

Honorable Dan Williams
Minister of Municipal Affairs
320 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Via email: minister.municipalaffairs@gov.ab.ca

Dear Minister Williams,

Re: Summer Village of Ma Me O Beach

For over one hundred years, Summer Villages have served an important role in looking after Alberta lakes and lake-side communities. These unique municipalities also support Alberta's role as a destination for recreation and tourism in addition to supporting businesses in the surrounding counties.

The Summer Village of Ma Me O Beach recently experienced financial challenges arising from problems in the construction of a municipal wastewater system. Through decisive community action by their Council, the residents resolved these difficulties, and Ma Me O is again on firm financial footing. As a follow-up, Municipal Affairs required the municipality to conduct a viability review and a vote on its future status as a Summer Village. In this vote, the residents strongly affirmed their desire to remain as a Summer Village.

Summer Villages gain strength by working together under the umbrella of the Association of Summer Villages of Alberta. Best practices are shared, and the Summer Villages are able to improve their knowledge base and operational expertise at the convention held each year during the fall season.

The Association of Summer Villages of Alberta, in its Annual General Meeting on October 16, 2025, passed a resolution to support Ma Me O's efforts to remain in charge of its own destiny as a Summer Village. The resolution stated:

It is resolved... that the Association of Summer Villages of Alberta shows its support for MaMeO's continuation as a Summer Village and to advocate to the Minister for a favorable decision on this question.



Association of
SUMMER VILLAGES
OF ALBERTA

On behalf of the 51 Summer Villages we represent, the ASVA respectfully requests that the Department of Municipal Affairs approve Ma Me O Beach's expressed desire to continue operating as a Summer Village. This decision will not only support the continuance of Summer Villages as a united entity but will also respect the clearly expressed wishes of the residents of Ma Me O Beach.

We share in the excitement of the Ma Me O residents as they look forward to enjoying the benefits as a municipality with control over its own needs and desires.

We look forward to hearing of your support for the continuance of the present status of this iconic Summer Village on the shores of beautiful Pigeon Lake.

Regards,

Mike Pashak
President
Association of Summer Villages of Alberta

Subject **SVLSACE Committee Appointments 2025/2026**
From tori.wildwillowenterprises.com <tori@wildwillowenterprises.com>
Date 2025-10-08 14:54



-
- 2025 -2026 Executive and Committee Organizational Chart.pdf(~115 KB)
 - SVLSACE Municipal Contacts (2025).pdf(~124 KB)
-

Good afternoon,

Please be advised that SVLSACE held its organizational meeting on Sept. 20, 2025. As this body elects representatives to sit on your Board of Directors, we are providing the attached Executive and Committee Appointment Chart as confirmation of the most recent appointments. These appointments are effective as of October 1, 2025.

We are also attaching a full list of summer village contact information for all elected and administrations in the region for your information, as there were changes noted in the 2025 summer village elections that you will want to update in your records as well.

Thank you for your ongoing outreach and engagement with our members, as well as for the exceptional services you provide to our community. If you have any questions regarding this email or information, please reach out to Dwight Moskalyk to discuss - 780-967-0271 or ddm@kronprinzconsulting.ca.

Thank you,

Tori Message

Administration

Wildwillow Enterprises

(for SVLSACE)

Subject **Member Engagement**
From WILD Water Commission <wildwatercommission@gmail.com>
To <cao@lakeview.ca>, <cao@rosshaven.ca>, <cao@valquentin.ca>, <cao@svnakamun.com>, Summer Village West Cove <svwestcove@outlook.com>, Wendy CAO- Castle Island <svcastle@telus.net>, Jennifer Thompson <cao@onoway.ca>, CAO Summer Village <cao.svsandyb@xplornet.ca>, Alberta Beach <aboffice@albertabeach.com>, <lillian.yeung@parklandcounty.com>, 9 [more...](#)
Date 2025-10-09 21:19



Subject: WILD Water Commission - Member Engagement on Draft Budget 2026

Dear member CAOs and Administrators,

Concurrent with the adoption of our most recent business plan (the 2025 Business Plan), the WILD Water Commission committed to enhancing our member engagement during the annual budgeting process. As such, the Board of Directors has asked the Commission to share the Draft 2026 Budget, and the presentation on it, for the information of our members. This draft was reviewed during our Sept. 29, 2025 regular meeting.

A copy of the Draft 2026 Budget and presentation can be found on the Commission's website (www.wildrwsc.com), under the "Administration" tab. Please share this opportunity with your council/staff and provide any comments or questions back, by return email, on or before November 7th, 2025. Your comments will be compiled and considered during the Board's next round of budget deliberations later that month.

As always, if you have questions about the material or would like to arrange a presentation/review with your council/staff, we are happy to help.

Thank you,

DDM

Dwight Darren Moskalyk

Commission Manager

WILD Water Commission

Subject **Board Meeting Minutes**

From Admin Clerk <adminclerk@lsaf.ca>

To Trista Court <tcourt@lsac.ca>, 'Town CAO' <cao@mayerthorpe.ca>, <cao@onoway.ca>, <petersmyl@whitecourt.ca>, paul.benedetto@woodlands.ab.ca <paul.benedetto@woodlands.ab.ca>, rod.hawken@woodlands.ab.ca <rod.hawken@woodlands.ab.ca>, <aboffice@albertabeach.com>, cao@birchcove.ca <cao@birchcove.ca>, <cao@rosshaven.ca>, cao@valquentin.ca <cao@valquentin.ca>, 9
[more...](#)

Date 2025-10-10 15:14



-
- August 2025 Board Meeting Minutes.pdf(~41 KB)
 - June 2025 Board Meeting Minutes.pdf(~49 KB)

Good Afternoon Everyone,

Please find attached the June 24, 2025 and August 26, 2025 Board Meeting Minutes.
Enjoy the long weekend.

Regards,

Christine Lafreniere
Administrative Clerk

Office: 780-786-3100 | Fax: 780-786-4810

4407 42A Avenue, Mayerthorpe, AB T0E 1N0

www.lsaf.ca



**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
June 24, 2025
Pleasant View Lodge – Community Center
1:00 p.m.**

1. Call to Order- 12:58 p.m. by Ross Bohnet

Present: Ross Bohnet, Keith Pederson, Bernie Poulin, Daryl Weber, Sandy Morton, Paul Chauvet & Jeremy Wilhelm, Lisa Johnson

Absent:

Guest:

Staff: Dena Krysik – CAO, Robin Strome – Finance Officer, Christine Lafreniere – Recording Secretary

2. Additions to /Approval of Agenda

Board Member Jeremy Wilhelm moves:

**Motion #25-024: That the Board approves the agenda for June 24, 2025, as amended.
5d. – Request for Land Transfer.
7c. – 8760 Utility Contract Renewal
7g. – LSAF Benefit Renewal**

Carried

3. Minutes

Board Member Paul Chavet moves:

Motion #25-025: That the Board approves the April 29, 2025 Board meeting minutes as presented.

Carried

4. Financial

Board Member Jeremy Wilhelm Moves:

Motion #25-026: That the Board approves to reinvest \$2,157,076.28 of the revenue received from the community housing sales into a GIC for a term of 365 days as

presented at 2.65%

Carried

Board Member Paul Chavet moves:

Motion #25 -027: The Board approves the May 31, 2025 Financial Report as presented.

Carried

5. New/Other Business

Board Member Jeremy Wilhelm moves:

Motion #25-028: The Board accepts the 2025 Business Plan Submission as presented.

Carried

Board Member Daryl Weber moves:

Motion #25-029: The Board accepts the 2025-2030 Board Summary Strategic Plan as presented.

Carried

Board Member Jeremy Wilhelm moves:

Motion #25-030: The Board approves the Town of Whitecourt – Request for Presentation as presented.

Carried

Board Member Bernie Poulin moves:

Motion #25-031: The Board approves the Request for Land Transfer as presented with amendments.

6. Policy Review

7. Information Items

Board Member Sandy Morton moves:

Motion #25-032: The Board accepts items 7a, 7b, 7c, 7d, 7e, 7f and 7g for the June 24, 2025 meeting as information.

Carried

8. In Camera

Board Member Paul Chavet moves:

Motion #25-033: The Board Moves to go into Camera at 2:04 pm.

Carried

Board Member Paul Chavet moves:

Motion #25-034: The Board Moves to come out of Camera at 2:09 pm.

Carried

9. Date, Place & Time of Next Meeting

All Board members move:

Motion #25-035: The next Board Meeting is August 26, 2025 at 12:30 pm, location TBD.

Carried

10. Adjournment

The Chair declares that as all matters have been attended to, the meeting is now adjourned at 2:09 pm.

Sandy Merton
Chairperson

Aug 26 / 25
Date

[Signature]
Chief Administrator Officer

Aug 26 / 25
Date

**LAC STE. ANNE FOUNDATION
BOARD MEETING MINUTES
August 26, 2025
Spruce View Lodge – Legacy Room
1:00 p.m.**

1. Call to Order- 12:59 p.m. by Ross Bohnet

Present: Ross Bohnet, Keith Pederson, Bernie Poulin, Daryl Weber, Sandy Morton, Paul Chauvet & Lisa Johnson

Absent: Jeremy Wilhelm

Guest:

Staff: Dena Krysik – CAO, Robin Strome – Finance Officer

2. Additions to /Approval of Agenda

Board Member Paul Chauvet moves:

Motion #25-036: That the Board approves the agenda for August 26, 2025, as presented.

Carried

3. Minutes

Board Member Bernie Poulin moves:

Motion #25-037: That the Board approves the June 24, 2025 Board meeting minutes as presented.

Carried

4. Financial

Board Member Paul Chauvet Moves:

Motion #25-038: That the Board approves the Quarterly Financial Report as presented.

Carried

Board Member Daryl Weber moves:

Motion #25 -039: The Board approves the 2025 – 2027 rental rate review with the changes in rent for 2026 and 2027 as presented.

Carried

5. New/Other Business

Board Member Sandy Morton moves:

Motion #25-040: The Board approves to enter into a preventative Maintenance contract with Nordic Mechanical effective September 1, 2025 as presented.

Carried

6. Policy Review

7. Information Items

Board Member Lisa Johnson moves:

Motion #25-041: The Board accepts items 7a, 7b, 7c, 7d, 7e and 7f for the August 26, 2025 meeting as information.

Carried

8. In Camera

Board Member Ross Bohnet moves:

Motion #25-042: The Board Moves to go into Camera at 1:52 pm.

Carried

Board Member Ross Bohnet moves:

Motion #25-043: The Board Moves to come out of Camera at 2:40 pm.

Carried

9. Date, Place & Time of Next Meeting

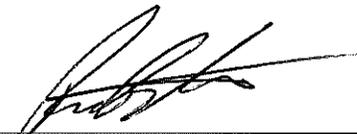
All Board members move:

Motion #25-044: The next Board Meeting is October 8, 2025 at 10:00 am, location CLSA.

Carried

10. Adjournment

The Chair declares that as all matters have been attended to, the meeting is now adjourned at 2:40 pm.



Chairperson

Oct 8/25
Date



Chief Administrator Officer

Oct 9, 2025
Date