BYLAW 698-25 being a Bylaw of the Village of Innisfree, in the Province of Alberta TO PROVIDE FOR THE CONTROL AND OPERATION OF Parks and campgrounds under the jurisdiction of the municipality, hereby cited as the RECREATION PARK & CAMPGROUND BYLAW.

WHEREAS the Municipal Government Act R.S.A. 2000, Chapter M-26, as amended thereto, grants authority to Council pass bylaws with respect to the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, Council of the Village of Innisfree has established a public park and campground;

AND WHEREAS, Council of the Village of Innisfree wishes to establish rules and regulations for the control and operation of its public park and campground.

NOW THEREFORE, the Council of the Village of Innisfree, in the Province of Alberta, duly assembled, enacts the following:

1.0 Definitions and Interpretations:

- **1.1 'Abandoned'** means left standing at a location for more than seventy-two (72) consecutive hours other than pursuant to:
 - 1.1.1 a license, permit or other similar authorization or,
 - **1.1.2** prior authorization of a Park Manager.
- 1.2 'Animal' means a domestic animal and includes an animal that is wild by nature but has been domesticated.
- **1.3 'Bicycle'** means a bicycle as defined in the *Traffic Safety Act*, RSA 2000, c.T-6 and amendments thereto.
- **1.4 'Burnable Debris'** means those materials permitted to be burned in a designated fire pit and in accordance with statutes and bylaws written to protect and enhance the environment.
- 1.4 'Camping Accommodation Unit' means:
 - 1.4.1. A tent;
 - **1.4.2** A trailer;
 - 1.4.3 A tent trailer;
 - **1.4.4** A motor home;
 - 1.4.5 A van;
 - 1.4.6 A truck camper;
 - 1.4.7 A converted bus; or
 - 1.4.8 Other motorized accommodation unit;

used by a person as shelter while camping.

- 1.5 'Campground' means a Park designated as a site on which daytime or overnight camping is permitted.
- **1.6 'CAO'** means 'Chief Administrative Officer' as defined in section **1(1)(c)** of the *Municipal Government Act*, RSA, 2000, c.M-26.
- 1.7 'Campsite Rental Agreement' means the agreement issued by a campsite reservation service or a Park Manager or their Delegate, providing payment confirmation and permission to occupy a designated area of the Park, including but not limited to individual campsites, group campsites, multi-unit campsites or group use areas.
- **1.8 'Council'** means the Council of the Village of Innisfree as defined in section 1(1)(e) of the *Municipal Government Act*, RSA, 2000, c.M-26.
- 1.9 'Child' means a Person of no more than twelve (12) years of age.
- **1.10 'Facilities'** means all buildings, structures, residences, shelters, furnishings, signs, light fixtures, fire pits, fences, waste receptacles, tables, benches or tennis courts within a park or recreation area.
- **1.11 'Firearm'** means any device that propels a projectile by means of explosion, spring, air, gas, string, wire or elastic material or any combination of those things.
- **1.12** "FOIP" means the Freedom of Information and Protection of Privacy (FOIP) Act, R.S.A. 2000, c. F-25, as amended or repealed and replaced from time to time and any Regulations thereunder, as applicable.
- **1.13 'Highway'** means a highway as defined in the *Traffic Safety Act*, RSA 2000, c.T-6 as amended and regulations thereto.
- **1.14 'Individual Campsite'** means a campsite in the park or recreation area designated as an individual campsite under this bylaw.
- 1.15 'Innisfree Birch Lake Campground and Recreation Park' shall be referred to as 'Park' in this bylaw.
- **1.16 'Motor Vehicle'** means a vehicle as defined in the *Traffic Safety Act*, RSA 2000, c.T-6 as amended and regulations thereto.
- 1.17 'Noise' means any sound that, in the judgement of a Peace Officer, considering, all relevant factors such as the time of day and the type of noise-producing activity, is deemed to be bothersome or disruptive to individuals or poses a risk to the well-being, tranquility and safety of individuals within the Park limits.
- **1.18 'Off-Highway Vehicle'** means an off-highway vehicle as defined in the *Traffic Safety Act*, RSA 2000, c.T-6, as amended and regulations thereto.
- **1.19 'Park Manager'** means the individual(s) responsible for the management and operation of the Innisfree Municipal Recreation Park, and their Delegates.
- 1.20 'Park or Outdoor Recreation Area' includes:

- 1.20.1 any land developed or used by the Village as a public park, trail, campground, sports field, playground, golf course or recreation area, under title or lease to the Village of Innisfree;
- **1.20.2** any land acquired by the Village through subdivision as a Municipal Reserve, Municipal School Reserve or Environmental Reserve;
- **1.20.3** any land used as a highway buffer strip, whether on a permanent or temporary basis.

1.21 'Peace Officer' means:

- 2.21.1 any member of the Royal Canadian Mounted Police,
- 2.21.2 a Bylaw Enforcement Officer appointed by the Village of Innisfree, and
- **2.21.3** the Chief Administrative Office of the Village of Innisfree or any Person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw.
- **1.22 'Person'** includes His Majesty, public bodies, corporate bodies, societies, partnerships, firms, individuals or companies;
- **1.23 'POPA'** means the *Provincial Offences Procedures Act,* R.S.A. 2000, c. P-34, as amended and regulations thereto.
- 1.24 'Primary Campsite Renter' means the individual named on the Site Rental Agreement
- 1.25 'Prohibited Item' means an item that could be deemed as threatening, including but not limited to a rifle, shotgun, pistol, handgun, target pistol, air rifle, pellet gun, hunting bow, crossbow, slingshot, fireworks and paintball gun.
- 1.26 'Unsatisfactory Condition' means a condition of unreasonable accumulation of materials, debris and/or refuse within parkland in the opinion of a Peace Officer having regard for all circumstances.
- **1.27 'Vegetation'** includes all trees, shrubs, plants, flowers, and grass or ground cover, whether it is in its wild or natural state or has been planted;
- **1.28 'Village'** means the Village of Innisfree or the area within the corporate limits or the Village of Innisfree, as the context may require;
- **1.29 'Violation Tag'** means a Tag or similar document issued by the Village pursuant to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time.
- **1.30 'Offence Violation Ticket'** means a ticket issued pursuant to the *Provincial Offences Procedures Act,* R.S.A. 2000, c.P-34, as amended or repealed and replaced from time to time and any Regulations thereunder, as applicable.
- 1.31 'Voluntary Penalty' means a penalty specified in this Bylaw for a contravention of a provision of this Bylaw for the amount which will be paid by a person to whom a Municipal Violation Tag has been issued.

3.0 General:

- **3.1** The Park Manager shall have general supervision, charge and control of the operation of the Innisfree Birch Lake Campsite and Recreation Park.
- 3.2 The Park Manager shall be authorized to direct have charge of all persons and/or work of whatever nature being performed in the Innisfree Birch Lake Campsite and Recreation Park, under the direction of the CAO.
- 3.2 The speed limit in the Park is 15 kph.
- 3.3 Any and all campsite usage of the current camping season is considered to be for recreational camping purposes only and is not to be considered to be used for primary or permanent residency.
- **3.4** All RV units and vehicles must have valid registration and insurance.

4.0 Conduct:

- 4.1 A Person who enters a Park or outdoor recreation area shall comply with:
 - **4.1.1** any lawful orders and instructions made or issued pursuant to this Bylaw and,
 - **4.1.2** instructions, prohibitions and directions prescribed by all lawfully designated and erected signs and notices.
- **4.2** If, in the opinion of the Park Manager, a nuisance exists, the Park Manager may verbally, or in writing, order the Person causing the nuisance to cease the nuisance or clean the site or both.
- **4.3** No Person who has been removed from a Park or outdoor Recreation area pursuant to subsection **4.4** of this bylaw shall, within the following Seventy-two (72) hours' period, enter or attempt to enter that Park or outdoor Recreation area.

5.0 Alcohol and Cannabis Use:

- **5.1** A Person may consume liquor or cannabis within the Park, within registered campsites only and in accordance with the *Alberta Gaming, Liquor and Cannabis Act,* R.S.A. 2000, c. G-1, as amended or repealed from time to time and any Regulations thereunder.
- 5.2 Open liquor and cannabis shall be prohibited in public areas, including but not limited to:
 - **5.2.1** on Highways, trails and walking paths;
 - 5.2.2 on public beaches;
 - 5.2.3 in washrooms, outhouses and shower buildings; and
 - **5.2.4** in picnic shelters.
- **5.3** No Person shall enter or remain in any Park or outdoor Recreation area, being disruptive or destructive, while intoxicated.

6.0 Park Use and Hours of Operation:

6.1 Campground will be closed between October 1st and April 30th unless otherwise approved by the CAO or delegate, and as directed by Council.

- 6.2 The Park Manager may:
 - 6.2.1 temporarily close a Park or Recreational Area or any portion thereof to public use,
 - 6.2.2 from time to time establish hours of operation of the Park or outdoor Recreation area or any part thereof;
 - **6.2.3** may designate 'No Smoking' areas in the Park or outdoor Recreation area or any part thereof.
- **6.3** Park cleanliness is necessary to keep the Campsite and Recreation Area clean, safe and an enjoyable experience for all users. No Person shall:
 - **6.3.1** fail to deposit litter in a litter receptacle;
 - **6.3.2** litter in the Campground nor Recreation Areas;
 - **6.3.3** occupy any campsite which in the opinion of the Park Manager or their Delegate, or a Peace Officer constitutes an unsightly premise or safety hazard;
 - **6.3.4** leave any washroom, toilet or shower facility in any condition requiring special attention, maintenance or clean up; and,
 - **6.3.5** bath or clean clothing, cooking utensils, vehicle or other equipment at or near the fresh water supply location or water pumps.
- **6.4** A Person vacating a campsite must restore it to a clean condition; if vacated and left in an unsatisfactory condition, the Primary Campsite Renter will be held responsible for the cost of such clean up and will be charged pursuant to the Village of Innisfree Master Rates Bylaw.
- 6.5 No Person, except Park employees, servants or agents acting in the course of their duties, shall enter or remain in a Park or outdoor Recreational Area or any facility contained therein, after the designated hours of operation.
- **6.6** A Person registering to be the Primary Campsite Renter for a campsite must be a minimum of 18 years of age at the time of registration and may be required to present photograph identification at any time for confirmation.
- **6.7** All Persons renting a campsite shall register with the Park Manager or delegate upon arrival where a sign or notice is located at or near the entrance to the Park.
- **6.8** The Park Manager or Designate may issue individual campsite permits, day use permits and group camping permits under this Bylaw.
- **6.9** The collection and use of personal information from the Primary Campsite Renter shall be in accordance with the *FOIP Act*.
- **6.9** The Park Manager or designate may issue individual campsite permits, day use permits and group camping permits under this Bylaw.
- **6.10** If a Park's campsite occupant violates this Bylaw and their name and contact information cannot be obtained, the registered Primary Campsite Renter for the campsite may be issued a penalty under this Bylaw.

7.0 <u>Campsite Use:</u>

- 7.1 Check in times are as follows:
 - **7.1.1** Check in: 2:00 p.m.
 - **7.1.2** Check out: 12:00 p.m., unless otherwise approved by the CAO or delegate.
- 7.2 No Person, unless otherwise approved in writing by the CAO or delegate, shall:
 - **7.2.1** generate noise the disturbs the rest, peace or enjoyment of any Person within the Campground between the hours of 11:00 pm to 7:00 am;
 - **7.2.2** be a nuisance or engage in any form of nuisance behavior; and,
 - 7.2.3 all visitors must leave by 11:00 pm.
- 7.3 Each campsite that can accommodate more than one Camping Accommodation Unit shall be subject to an additional Unit Fee as determined by the Campground Rates in the Village of Innisfree Master Rates Bylaw, as amended and repealed from time to time.
- **7.4** All vehicles and equipment shall remain within the boundaries of the campsite of the registered guest or in a designated parking area, and shall not impeded traffic at any time, or into an adjacent campsite or park area.
- 7.5 A basic Campsite Rental Agreement fee covers the following maximum number or units:
 - **7.5.1** One (1) camping accommodation unit and one (1) tent; or
 - 7.5.2 Two (2) tents.
- **7.6** No Person who is visiting a Person camped in an individual campsite, shall park their vehicle at the campsite that is:
 - **7.6.1** in a manner or at a location that impedes traffic, or
 - 7.6.2 in a location prohibited by a sign.
- 7.7 No Person shall interfere with the rights of others to the quiet and peaceful enjoyment of a Park.
- **7.8** No Person shall enter or remain in any Park or portion of a park where travel or access restrictions have been imposed by the Village of Innisfree.
- **7.9** No Person shall display or post any signs or advertisements in the Park other than those approved by the CAO or delegate.
- **7.10** No Person shall remove, deface, damage or destroy any property, object, equipment, facility or grounds in the Park, whether created by natural means or otherwise.
- 7.11 No Person shall hunt or discharge a firearm or use a prohibited item within the Park.
- **7.12** No Person shall conduct business operations in the Park unless they have received written approval from the CAO or delegate.

8.0 Vegetation:

- **8.1** No Person shall attach or keep attached to any tree in or upon any Park or outdoor Recreation Area or the guard or stake intended for the protection of such trees, any ropes, wires chains or other device whatsoever, except as the same may be attached to any tree as support or protection thereof.
- **8.2** No Person shall remove, injure, mutilate, or damage or destroy any vegetation in or upon any Park or outdoor Recreation area.
- **8.3** No Person shall walk, stand or sit in any planting bed in or upon any Park or outdoor Recreation area.

9.0 Animal Control:

- **9.1** Individuals responsible for an Animal must not bring it into the Park or permit its entry unless the Animal is contained within a cage or controlled by a leach, chain or similar device that does not exceed three (3) meters in length.
- **9.2** No Person having custody or control of an Animal shall bring into, or allow an Animal to enter or remain in or on any area of a Park or outdoor Recreation area that is:
 - 9.2.1 designated swimming or aquatic play areas;
 - 9.2.2 a beach area adjacent to a designated swimming area or aquatic play area;
 - 9.2.3 a park or outdoor recreation area facilities;
 - 9.2.4 a play area sandpit;
 - 9.2.5 an ice-skating pond or surface;
 - 9.2.6 a planting bed, nursery or greenhouse for vegetation purposes;
 - **9.2.7** an area where signs are posted prohibiting Animals.
- **9.3** No Person shall bring or permit to enter a Park or outdoor Recreation area, any other non-defined Animal, under the Person's custody or control except:
 - **9.3.1** a horse or pony or beast of burden that is within an area of land that has been established for equestrian use; or,
 - **9.3.2** an Animal that has been authorized to enter the Park or outdoor Recreation area by a Park Officer.
- **9.4** A Person who has custody or control of an Animal shall immediately remove any feces deposited in a Park or outdoor Recreation area.
- **9.5** The Park Manager may refuse to admit to a Park or outdoor Recreation area or may require to be removed from a Park or outdoor recreation area, any Animal if the Park Manager considers it is not under control or may be a nuisance or cause damages to the life, safety, health, property or comfort of any Person in the Park or Recreation outdoor area.
- 9.6 No Person shall allow any Animal under that Person's custody or control to:

- **9.6.1** remove, kill, injure, tease, molest or disturb any other Animal or remove, destroy or
- disturb the eggs or young of such Animals in any Park or outdoor Recreation area or,
- **9.6.2** remove, injure, mutilate, damage or destroy any vegetation in or upon any Park or outdoor Recreation area.

10.0 Vehicles:

- 10.1 No Person shall park or leave a motor vehicle, boat, trailer or camping accommodation unit or permit a motorboat, trailer or camping accommodation unit to be parked or left in a Park or outdoor Recreation area other than in parking areas designated for that purpose by the Park Manager or the CAO.
- **10.2** No Person shall operate a motor vehicle, other than an off-Highway vehicle, within a Park or outdoor Recreation area except:
 - 10.2.1 on a highway or,
 - **10.2.2** in the case of an area that is not a highway, with written authorization from the Park Manager.
- 10.3 No Person shall, within a Park or outdoor Recreation area, operate or ride an off-highway vehicle or any other such specialized means of conveyance, whether motor driven or propelled by human power, except:
 - **10.3.1** on a trail or in an area set aside, designated or identified by regulatory signs, notices or trail markers posted as a trail or area for the use of such conveyances or,
 - **10.3.2** in an area other than one referred to in Subsection 9.3.1, with written authorization from the Park Manager.
- **10.4** No Person who is the owner or operator of an off-Highway vehicle may operate or permit any other Person to operate the off-highway vehicle when there is not a subsisting certificate of registration and/or a financial responsibility card indicating valid insurance issued pursuant to the *Traffic Safety Act, R.S.A. 2000, c. T-6.*
- 10.5 Subsection 10.3 does not apply to bicycles.
- 10.6 The CAO or Park Manager may prohibit the entry of a vehicle into any part of any Park or outdoor Recreational area.

11.0 Firearms, Fireworks, Projectiles and Dangerous Objects:

- 11.1 No unauthorized Person shall use any fireworks, rockets or explosives as defined by the National Fire Code, Alberta Edition (NFC-AE), as amended or repealed and replaced from time to time and any Regulations thereunder, as applicable in a Park or an outdoor Recreation area.
- **11.2** No Person shall, shoot, fire, or release an arrow, dart, stone or missile or other projectile in a Park or outdoor Recreation area.
- 11.3 No Person shall propel a golf ball, outside of an area designated for that purpose, in any manner in the Park or outdoor Recreation area without prior authorization from the Park Manager or the CAO.

12.0 Fires:

- 12.1 No Person shall set, light or maintain a fire in a Park or outdoor Recreation area except in a fireplace, pit or other facilities provided for that purpose and is confined to either a non-combustible container or portable appliance, which is set for the purpose of:
 - **12.1.1** cooking food;
 - 12.1.2 obtaining warmth, or
 - 12.1.3 viewing for pleasure.
- **12.2** Such fire may only be fueled with seasoned wood, charcoal, coal, natural gas or propane.
- 12.3 No Person shall leave a fire unattended or allow it to spread.
- 12.4 Strict adherence to fire bans must be followed at all times when in place.
- 12.5 No Person shall deposit or dispose of hot coals, ashes, ambers or any other burning or smoldering material in a place other than a stove, fireplace, pit or other place or facility provided for that purpose by the Park Manager.
- 12.6 A Person shall extinguish all fires, hot coals or smoldering materials before leaving the campsite.
- **12.7** When a fire has been deemed unsafe by the CAO or delegate, the CAO or delegate have authority, under this Bylaw, to extinguish the flames.
- 12.8 Where the Park Manager is of the opinion that a fire hazard exists in a Park or outdoor Recreation area, the Park Manager may, by erecting signs and notices for that purpose, prohibit the setting, lighting or maintaining of fires in all or part of a park or outdoor Recreation area.
- **12.9** No Person shall remove or transport Park firewood to another location outside of the Innisfree Birch Lake Campground and Recreation Park.

13.0 Waste and Littering Control:

- **13.1** No Person shall deposit liquid or solid waste matter in the Park or outdoor Recreation area except in a receptacle or area provided for that purpose.
- **13.2** No Person shall bring commercial or residential waste matter into the Park or outdoor Recreation area for disposal.
- **13.3** No Person shall contaminate by placing, depositing or allowing to enter, any litter, refuse, or substance or material of any sort in any body of water in a Park or outdoor Recreation area.
- 13.4 No Person shall deposit or dump in the Park or outdoor Recreational area, soil products, snow, or any other refuse or debris which may cause damage to such areas and/or be offensive or injurious to any other person using such areas.
- 13.5 In areas of the Park or outdoor Recreation area where waste disposal receptacles or areas are not provided, waste matters shall be carried out of the area for disposal.

14.0 Signs:

14.1 The Village may, subject to the *Highway Traffic Act*:

- **14.1.1** control and prohibit the movement of vehicular, pedestrian and other traffic by means of signs and notices designated and erected by the Park Manager and,
- **14.1.2** designate and erect other signs and notices governing and prohibiting activities that are provided for in this bylaw.
- **14.2** The existence of a sign or notice referred to in Subsection 13.1 is prima-facie proof that it was properly designated and erected under this bylaw.
- **14.3** No Person shall display or post any signs or advertisements in the Park or outdoor Recreation area other than signs approved by the Park Officer as authorized by Council.
- 14.4 No Person shall remove, deface, damage or destroy any sign board, sign or notice posted or placed in the Park or outdoor Recreation area under authority of this or any other Bylaw or Act.

15.0 Business Activities:

- **15.1** No Person shall, in a Park or outdoor recreation area, without prior written approval:
 - 15.1.1 distribute any handbills or circulars;
 - 15.1.2 use any audible advertising device or,
 - 15.1.3 sell or offer for sale any refreshments or any goods or services for a fee.

16.0 Water Activities:

- **16.1** No Person, without prior without prior written approval from the Park Officer shall:
 - **16.1.1** swim in any natural or manmade lake, pond or flowing water, or any part thereof, where prohibited;
 - **16.1.2** operate any boat, water craft or floating device on any natural or manmade lake, pond or flowing water or any part thereof, where prohibited.
- **16.2** Children must be supervised by an adult in the water of designated outdoor swimming and aquatic play areas.

17.0 Camping:

- **17.1** All Persons entering the Park or outdoor Recreation area shall register with the Park Manager or Designate when required to do so by sign or notice at or near the entrance to the Park or outdoor Recreation area.
- 17.2 The Park Manager, under the authority of the Village, may provide for and designate areas within its Park or outdoor Recreation areas for camping and day use purposes.
- 17.3 Permits shall be issued on a first-come, first served basis except in that portion of a Park or outdoor Recreation area in which a campsite reservation system is in effect.
- 17.4 No Person shall camp overnight in a Park or outdoor Recreation area:
 - **16.4.1** except in an area designated for that purpose, unless that Person is otherwise authorized by the Park Manager;
 - **16.4.2** unless that Person has a valid permit under this bylaw to do so.

- 17.5 No Person shall:
 - 16.5.1 alter a camping permit;
 - **16.5.2** transfer a camping permit to another person.
- 17.6 The owner of a camping permit shall keep it available for inspection at any time or shall produce it for inspection by the Park Manager or designate.
- 17.7 At the time of issue of a group camping permit, pursuant to any Bylaw amendments and endorsements, the permit may be subject to any conditions determined appropriate.
- 17.8 Where a campground within a Park or outdoor Recreation area, is developed in individual campsites, only the following vehicles and camping accommodation units are permitted to be kept in the campsite unless the Park Manager gives written permission to the contrary:
 - 17.8.1 one motor vehicle, whether or not it is a camping accommodation unit;
 - 17.8.2 in addition to the motor vehicle referred to in clause 16.9.1, one camping accommodation unit of any kind, including a camping accommodation unit that is a motor vehicle;
 - **17.8.3** in addition to the motor vehicle referred to in clause 16.9.1, one tent.
- 17.9 No Person in whose name an individual campsite is registered shall bring into or permit to remain on the campsite, more vehicles or camping accommodation units that are permitted by Subsection 17.8.
- 17.10 No Person who is visiting a person camped in an individual campsite shall park a vehicle:
 - 17.10.1 after 11:00 pm;
 - 17.10.2 in a manner or at a location that impedes traffic.
- **17.11** Not more than six (6) Persons may occupy an individual campsite unless they are all members of a single-family unit.
- **17.12** A campsite shall be considered to be unoccupied when, without the written permission of the Park Manager, the permittee:
 - 17.12.1 leaves the campsite unattended for a period exceeding twelve (12) continuous hours during the first twenty-four (24) hours period after the permit is issued, or,
 - 17.12.2 leaves the campsite unattended for a continuous period for more than twenty-four (24) hours during the period of the permit.
- **17.13** A camping permit is automatically cancelled if the campsite to which it relates is unoccupied within the meaning of Subsection 16.15.
- 17.14 A Park Manager may cancel a camping permit on written notice to the registered camper, if the registered camper contravenes this bylaw and the registered camper shall vacate the campsite within one (1) hour from receiving such notice.

17.15 On the expiry or cancellation of a camping permit, the registered camper shall ensure that the campsite is vacated and that all shelter equipment and other property is removed belonging to the registered camper or Person in the registered camper's group.

18.0 Penalties and Enforcement:

- **18.1** Any Person who violates, contravenes or breaches any provision or requirement of this Bylaw is guilty of an offense.
- **18.2** Any Peace Officer is hereby authorized to issue a municipal Violation Tag, or a Violation Ticket, pursuant to the provisions of Part 2 or Part 3 of the *Provincial Offences Procedures Act, R.S.A.* 2000, c. P-34 ("*POPA*"), or under the provisions hereunder, in regard to this Bylaw.
- 18.3 The CAO or designate are hereby authorized to issue a municipal Violation Tag.
- 18.4 A municipal Violation Tag may only be issued for those offences for which a specified penalty is prescribed in this Bylaw. The municipal Violation Tag shall state the specified penalty prescribed, and set out the voluntary payment option available, therefore.
- 18.5 Where a municipal Violation Tag is issued pursuant to the terms of this Bylaw, the Person to whom the municipal Violation Tag is issued may plead guilty to the offence by signing the municipal Violation Tag in the space provided thereon, and in lieu of being prosecuted for the offence in Court, may deliver the signed municipal Violation Tag, and a voluntary payment in an amount equal to the specified penalty for the offence, to the Village, in the manner specified on the municipal Violation Tag.
- 18.6 In those cases where a municipal Violation Tag has been issued and the specified penalty provided therein has not been paid within the prescribed time, any Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to either Part 2 or Part 3 of POPA, as amended.
- 18.7 A Violation Ticket issued pursuant to the provisions of POPA, shall be served in the manner described in POPA. A municipal Violation Tag shall be served in any manner described in either Part 2 or Part 3 of POPA.
- 18.8 Nothing contained in this Bylaw shall prevent or prohibit the immediate issuance of a Violation Ticket pursuant to either Part 2 or Part 3 of POPA. Without restricting the generality of the foregoing, it is not mandatory to issue a municipal Violation Tag, prior to issuing a municipal Violation Ticket pursuant to the provisions of POPA.
- 18.9 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues, and a Person found guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each day upon which the offence occurs.
- **18.10** For the purpose of this Bylaw, an act or omission by an employee, acting in the course of their employment, is deemed to be an act or omission of their employer.
- 18.11 Specified penalties as set out in Schedule 'A' attached hereto, are hereby established regarding the offences set out in Schedule 'A,' which forms part of this Bylaw.

- 18.12 Notwithstanding the specified penalties provided for in Schedule 'A' attached hereto, a Judge of the Provincial Court of Alberta, or any other Court, may increase the penalties provided for in Schedule 'A,' where the Court deems it appropriate to do so, having regard, among other things, to the gravity or consequences of the offence, or whether the offence has been repeated.
- 18.13 Voluntary payments, where allowed, for any offence not specified in Schedule 'A,' shall be as
 - **18.13.1** For a first offence, a specified penalty in the sum of SEVENTY (\$75) DOLLARS;
 - 18.13.2 For a second offence, a specified penalty in the sum of ONE HUNDRED AND FIFTY (\$150) DOLLARS; AND,
 - 18.13.3 For a third or subsequent offence, a specified penalty in the sum of THREE HUNDRED (\$300) DOLLARS.
- 18.14 Notwithstanding s. 18.14 hereof, nothing contained within shall restrict the Village from pursuing such further or other remedies as may be prescribed by law related to those matters set out in this Bylaw.

19.0 Severability of Bylaw Provisions:

- Each separate provision of this Bylaw shall be deemed independent of all other provisions 19.1
- 19.2 Should any provision of this Bylaw be declared invalid for any reason by a Court of competent jurisdiction, then that provision may be severed, and all other provisions of the Bylaw remain valid and enforceable.

20.0 Effective Date:

				T. Rogers, I	nterim CAO
				Evan Rayc	raft, Mayor
	Read a third time and fina	lly passed this _	day of	, 2025.	
	Read a second time this				
	Read a first time this	_ day of	, 2025.		
20.2	This Bylaw, upon coming into a	fect will repeal Re	ecreation Park By	law 612-15.	
20.1	This Bylaw will come in effect	on this day	of,	2025.	
Effec	tive Date:				

SCHEDULE 'A'

Section	Violation	Penalty	2 nd Penalty
General			
3.2	Exceeding speed limit of 15 kph	50.00	100.00
3.4	No valid vehicle/RV registration or insurance	200.00	500.00
Conduct			
4.1.1	Does not comply with lawful orders	50.00	100.00
4.1.2	Does not comply with instructions, prohibitions, signs, etc.	50.00	100.00
4.3	Re-entering of park or outdoor recreation area following removal within seventy-two (72) hours	75.00	150.00
Alcohol/Cannabis			
5.1	Consumes liquor or cannabis contrary to the Act.	50.00	100.00
5.2	Consumes liquor or cannabis in prohibited areas	75.00	150.00
5.3	Enters Public area while intoxicated, disruptive, etc.	75.00	150.00
Park Use			
6.3	Failing to keep campsite/Park clean	50.00	100.00
6.3.1	Fail to deposit litter in a litter receptacle	50.00	100.00
6.3.2	Litter in the Campground or Recreation Area	50.00	100.00
6.3.3	Occupy a campsite with unsightly premises or safety hazards	50.00	100.00
6.3.4	Leave mess in washroom, toilet or shower facility	50.00	100.00
6.4	Failure to restore vacated campsite	50.00	100.00
6.5	Entering a park or outdoor recreation area after designated hours of operation	50.00	100.00
6.7	Failure to register upon arrival	25.00	50.00
6.10	Violates Bylaw & does not provide contact information	50.00	100.00
Campsite Use			
7.2	Generate excessive noise; be a nuisance	50.00	100.00
7.4	Park vehicle outside boundary of Camping area	50.00	100.00
7.6	Park a vehicle that impedes traffic or where restricted by a sign	50.00	100.00
7.7	Disturbs the peaceful enjoyment of the Park	50.00	100.00
7.8	Travels or parks a vehicle in restricted areas	75.00	150.00
7.9	Posts or displays unauthorized sign or advertisements	75.00	150.00
7.10	Destroys property, an object equipment, facility or grounds in the Park	150.00	300.00
7.11	Hunt or discharge a firearm in the Park without authority	150.00	300.00
7.12	Conduct business operations in the Park without authorization	150.00	300.00
<u>Vegetation</u>			
8.1	Attach rope, etc. to any tree or guard	50.00	100.00
8.2	Remove, injure, mutilate or destroy any vegetation	50.00	75.00
8.3	Walk, stand or site on any planting bed	50.00	75.00

	SCHEDULE 'A' (Continued)		
Section	Violation	Penalty	2 nd Penalty
Animal Control			
9.1	Animal not under control	25.00	50.00
9.2	Enter area with animal in restrict areas	50.00	100.00
9.3	Enter Park with non-defined Animal	50.00	100.00
9.4	Failure to remove Animal defecation	100.00	150.00
9.5	Refuse to remove Animal per Park Manager direction	100.00	150.00
9.6	Remove or destroy any other Animal or vegetation in Park	100.00	150.00
<u>Vehicles</u>			
10.1	Parking or leaving vehicle in non-designated area	25.00	50.00
10.2	Operating motor vehicles where prohibited	50.00	75.00
10.3	Operating off-highway vehicle where prohibited	50.00	75.00
10.4	Failure to provide registration or valid insurance	150.00	300.00
<u>Firearms, Etc.</u>			
11.1	Unauthorized use of any fireworks, rockets or explosives	100.00	175.00
11.2	Shoot, fire or release arrow, dart, stone or missile or other projectile	100.00	175.00
11.3	Shoot, club or propel a golf ball in non-designated area	100,00	175.00
Fires			
12.1	Lighting of fires in places not provided for that purpose	100.00	175.00
12.2	Using unauthorized fuel to start fire	100.00	175.00
12.3	Leave fire unattended	50.00	75.00
12.4	Ignore Fire Bans	100.00	200.00
12.5	Disposal of hot coals, ashes or ambers in a place other than provided for that purpose	100.00	175.00
12.6	Failure to extinguish all fires	100.00	200.00
12.9	Remove firewood from the Park	75.00	100.00
Waste			
13.1	Improper disposal of liquid or solid waste matter	50.00	75.00
13.2	Bringing commercial or residential waste into Park or recreation area	50.00	75.00
13.3	Contaminate any body of water	100.00	200.00
13.4	Disposal of refuse that may cause damage or be offensive	50.00	75.00
13.5	Failing to remove waste out of the area where waste disposal receptacles or areas are not provided	50.00	75.00
<u>Signs</u>			
14.3	Display or post unauthorized signs/advertisements	50.00	75.00
14.4	Remove, deface, damage or destroy any signs	100.00	150.00

	SCHEDULE 'A' (Continued)		
Section	Violation	Penalty	2 nd Penalty
<u>Business</u>			
<u>Activities</u>			
15.1.1	Distribute unauthorized handbills or circulars	50.00	75.00
15.1.2	Using audible advertising device without authorization	50.00	75.00
15.1.3	Sell articles for a fee without authorization	50.00	75.00
Water Activities	·		
16.1.1	Swimming in restricted area	50.00	75.00
16.1.2	Operating boat, watercraft or floating device where prohibited	50.00	75.00
16.2	Failure to accompany a child under six (6) years of age in swimming areas	50.00	75.00
Camping			
17.1	Failure to register when required	25.00	50.00
17.4	Camping where prohibited	25.00	50.00
17.5	Altering/transferring of permit	50.00	75.00
17.6	Failure to keep available and/or provide permit	25.00	50.00
17.8 & 17.9	Improper vehicles or camping units in campsites	25.00	50.00
17.10	Visiting after 11 pm or impeding traffic	50.00	100.00
17.11	Too many individuals in one campsite	25.00	50.00
17.12-17.13	Leave campsite unoccupied	25.00	50.00
17.14-17.15	Failure to vacate the campsite and/or remove belongings	50.00	75.00

Request for Decision (RFD)

Topic:

Additional Recreation Camping Fees - Master Rates Bylaw 699-25

Initiated by: Administration

Attachments: Master Rates Bylaw 699-25

Purpose(s):

1. To review Seasonal Camping Fees at Innisfree Birch Lake Park for Non-powered camping.

Background:

- 1. The Village updated the Master Rates Bylaw during the April 22, 2025, Council meeting.
- 2. Administration did not present a proposal within the Recreation Park Fees for seasonal, nonpowered campers at the Park.

Key Issues/Concepts:

- 1. The improvements in solar powered equipment have made the possibility for long-term camping without electricity a reality.
- 2. The Park Manger has advised there are three separate campers seeking a seasonal non-powered site.
- 3. The previous seasonal rate of \$1,800 was deemed acceptable by prospective campers.

Options:

- 1. That Council approves Master Rates Bylaw 698-26 as presented
- 2. That Council approves Master Rates Bylaw 699-25 with amendments.
- 3. That Council tables readings of Master Rates Bylaw 699-25

Financial Implications:

The Campground has 3 Non-Powered Seasonal campsites being sought for this year. They have indicated they do not find the seasonal for serviced campers was fair for non-serviced campers and indicated they would not stay.

Relevant Policy/Legislation:

1. M.G.A. s.3. Purposes of a municipality...

Political/Public Implication(s)

None determined.

Recommendation:

That Council approves Master Rates Bylaw 698-26 as presented



A BY-LAW OF THE VILLAGE OF INNISFREE IN THE PROVINCE OF ALBERTA FOR 2024 MASTER RATES – FEES AND CHARGES.

WHEREAS the Council of the Village of Innisfree, in the Province of Alberta considers it necessary to establish one reference for fees and charges for activities and services provided by the municipality.

AND WHEREAS under the provisions of the *Municipal Government Act, R.S.A. 2000, Chapter M-26,* and amendments thereto, the Council of the Village of Innisfree may pass Bylaws and may make provisions that it deems necessary to carry out the purposes of the Bylaw;

AND WHEREAS the addition or amendment of any section of this Master Rates Bylaw shall only affect that particular rate and all other rates shall remain in full force and effect. Should there be an inconsistency between this bylaw and another bylaw adopted on another date, the rates referenced in this bylaw shall supersede.

NOW THEREFORE, be it resolved that the Council of the Village of Innisfree, in the Province of Alberta, does hereby adopt this 2025 Master Rates – Fees and Charges Bylaw for the Village of Innisfree.

- 1. Each separate provision of this Bylaw shall be deemed independent of all other provisions and,
- 2. Should any provision of this Bylaw be declared invalid for any reason by a Court of competent jurisdiction, then that provision may be severed, and all other provisions of this Bylaw remain valid and enforceable,
- 3. All sections attached to this bylaw shall form part of this bylaw.
- 4. This bylaw shall come into full force and have effect on May 20, 2025.
- Master Rates Bylaw 696-25 is hereby rescinded.

Read a FIRST time this 20 day of May 2025.

Read A SECOND time this 20 day of May 2025.

And with UNANIMOUS CONSENT of Council, read a THIRD time and FINALLY passed this 20 day of May 2025.

Mayor E. Raycraft
Wayor E. Nayerare
Interim CAO T. Rogers

SECTION 12 - ADMINISTRATION AND GENERAL SERVICES

FEE	SERVICE/GOODS	GST CHARGED Y/N
1.00	Color Photocopy per page - single sided	Υ
0.25	B&W Photocopy per page - single-sided	Υ
3.00	Facsimile – Flat Fee – No page limit	Υ
40.00	NSF Cheque Fee – Returned Non-sufficient Funds	N
Per CRA	Kilometrage Rate for Municipal Travel	Υ
25.00	Admin Fee – Transfer of O/S UT to Tax Roll	N
Per FOIP Act	Information Request pursuant to FOIP Act	N

SECTION 20 - PROTECTIVE SERVICES

FEE	SERVICE/GOODS	GST? Y/N
Billed at Cost Recovery	Impoundment Fee – Vehicle Stored by Village	Υ
+\$10/day + 10% Admin Fee		
Per Contractor Fee	Animal Impoundment Fee (per day/per animal)	Y
15.00	License - Annual Spayed/Neutered Canine (6	N
	months+) on or before January 1 ^{st.}	
20.00	License - Annual Non-spayed/Non-Neutered	N
	Canine (6 months &+) on or before January 1st	
30,00	Annual Canine License Purchased <u>after</u> January 1st	N
15.00	License - Annual Spayed/Neutered Feline (8	N
	months+) on or before January 1 st	
20.00	License - Annual Non-Spayed Feline (8 weeks+) on	N
	or before January 1 st	
30,00	Annual Feline License (8 weeks+) after January 1st	N
10.00	Replacement Tag for Canine or Feline	N
25.00	Chicken Annual License Fee	N
10.00	Transfer License/Tag of Canine or Feline	N
25.00	Annual Business License – Resident	N
40.00	Annual Business License – Non-Resident	N
100.00	Annual Peddler License	N
50.00	Monthly Peddler License	N
25.00	Weekly Peddler License	N

SECTION 30 - EQUIPMENT AND PUBLIC WORKS SERVICES

Note: All fees have a one-hour Minimum charge for Operator & Equipment during normal working hours.

FEE	SERVICE/GOODS	GST Y/N
175/hr.	Large Loader	Υ
75/hr.	Skid Steer/Bobcat	Y
50/hr.	Ride-on Mower	Υ
75/hr.	Bush Mower	Υ
50/day	Dump Trailer	Υ

SECTION 40 - ENVIRONMENTAL SERVICES

NOTE: All Environmental Services Fees are Monthly; GST is not applicable unless otherwise stated.

FEE	SERVICE/GOODS
75.00	Non-Metered Water Fee
4.57/m ³	Water Metered Consumption Fee
25.00	Base Water Fee (All Accounts)
19.95	Solid Waste – Residential
35.00	Solid Waste – Small Non-Residential
75.00	Solid Waste – Large Non-Residential
425.00	Solid Waste – Bin Rental
250.00	Solid Waste – Institutional
	·
2.50	Solid Waste – Cardboard Recycling – All Utility Accounts
21.75	Sanitary Sewer – Residential
35.00	Sanitary Sewer Small Non-Residential
100.00	Sanitary Sewer – Large Non-Residential
175.00	Sanitary Sewer – Institutional
20.40	Environmental Infrastructure Renewal Fee – Residential
30.00	Environmental Infrastructure Renewal Fee – Non-Residential
25.00	Water Data Log Report
25.00	Second Request for a Water Meter Validation test within a 12-month period.
Per Costs	Test Facility costs, (including S&H) if meter tests as accurate (GST Applies)
Per Costs	Water Meter Change-out Request if meter tests as accurate (GST Applies)
30.00	Connection Fee for New Owner
500.00	Connection Fee for New Construction
25.00	Disconnect Water Service Fee, per Request
25.00	Re-Connect Water Service Fee, per Request

NOTE: *All Planning, Subdivision and Development & Assessment Appeal costs are GST Exempt, unless otherwise stated*

FEE	SERVICE/GOODS
50.00	Development Permit - Residential
75.00	Development Permit – Non-Residential/Commercial
varies	Development Permit – Institutional/Public Service
25.00	Development Permit – Demolition
25.00	Development Permit – Decks & Sheds
25.00	Land Titles & SPIN Search – per each title search
25.00	Village of Innisfree Land Use Bylaw (Hard Copy) (GST Incl.)
35.00 Tax Certificate	
100.00	Compliance Certificate
150.00 Land Use Bylaw Amendment	
Per Invoice Land Use Bylaw Amendment - Advertising (GST applies)	
100.00	Subdivision Application (per lot)
Per Invoice	Subdivision Application – Advertising (GST applies)
50.00	Subdivision Endorsement (per lot)
100.00	Subdivision or Development Appeal (non-refundable)
50.00 Assessment Review Board – Residential Complaint Fee	
650.00 Assessment Review Board – Composite Complaint Fee	

SECTION 70 - PARKS AND RECREATION

NOTE: All campground prices include GST.

FEE	SERVICE/GOODS
25.00	Daily – Non-Powered Campsite
100.00	Weekly – Non-Powered Campsite
250.00	Monthly – Non-Powered Campsite
1,800.00	Seasonal – Park Open to Close – Non-Powered Site
30.00	Daily – Powered Campsite
200.00	Weekly – Powered Campsite
850.00	Monthly – Powered Campsite
3,000.00	Powered Campsite from Park Open to Close (4 months)
100.00	Group Camp Deposit (payable upon reservation)
275.00	Daily - Group Camp Area
125.00	Daily – Group Camp Area for Non-Profit Groups (locals only)
200.00	Daily – Ball Park (3 Diamonds)
4.00	Shower – Non-Campers
12.00	Firewood Bundle
Per Costs	Septic Removal Services (within the Campground)
50% of	Deposit for Reservations required for more than 2 Campsites.
Fee	(Reservations held until 6 pm on day of scheduled arrival)

Request for Decision (RFD)

Topic:

Proposed Policy 1900-17 On-Call Pay (Without Call-out)

Initiated by:

Administration

Attachments: On Call Pay (Without Call-out) Policy 1900-17

Purpose(s):

1. To address a proposal to develop a Policy that compensates specific employees for being on-call 24/7.

Background:

1. The Village compensated Employees through their contract in the past.

2. The rapid changes in employment in recent years resulted in this contribution being over-looked.

Key Issues/Concepts:

- 1. The recorded Employee in the proposed policy presented is on-call 24/7 for water and sanitary sewer issues and security alerts for three locations within the Village.
- The Employee is compensated, pursuant to the Employment Standards Act, whenever they are called out, however, there is no recognition of the time commitment to ensure all alarms are addressed in timely manner.
- 3. Recognition should be provided in the form of payment for the dedication to the Village

Options:

- 1. That Council endorse On Call Pay Policy 1900-17 as presented. Additionally, Council approves a motion for payment of same.
- 2. That Council amend On Call Pay Policy 1900-17 and approve as amended. Additionally, Council approves a motion for payment of same.
- 3. That Council files On Call Pay Policy 1900-17 for information only.

Financial Implications:

- 1. The Village is fortunate to have a dedicated employee who is willing to respond to all Village emergencies.
- 2. The calculation for costs could be based on 104 weekends plus a Maximum of 11 days recognized Holidays, thus 115 days at \$50/day would be \$5,750 per annum.

Relevant Policy/Legislation:

- 1. Strategic Plan Vision: "Innisfree is a safe and healthy place to establish roots, promotes sustainable development and active lifestyles."
- 2. Employment Standards Act Code, R.S.A. 2000, c. E-9

Political/Public Implication(s):

The Public should view this policy as a positive movement to retain dedicated staff.

Recommendation:

That Council endorse On Call Pay Policy 1900-17 as presented. Additionally, Council approves a motion for payment of same.

Policy: The Village of Innisfree understands that pursuant to the *Employment Standards Act* employers are required to provide employees with payment for special call-out hours. However, the Village also recognizes that there are positions that require individuals, except the Chief Administrative Officer, that must remain on-call for weekends and holidays. And, that those individuals should be compensated for their time commitments.

Purpose

The purpose of this policy is to determine the on-call dates and to determine payment of same.

This Policy supersedes any previous Village of Innisfree Personnel Policy regarding on-call work for employees.

1.0 Definitions

- 1.1 "CAO" means Chief Administrative Officer per the Municipal Government Act.
- 1.2 "Full Time Employees" employees working more than 30 hours a week.
- 1.3 "Part Time Employees" employees working less than 30 hours a week.
- 1.4 "Temporary Employees" employees Working on a short term contract, not permanent.

2.0 Responsibilities:

- 2.1 The Chief Administrative Officer is responsible for ensuring awareness and compliance with this policy.
- 2.2 Village of Innisfree Council will be responsible for setting the rate annually.

3.0 Procedures - General

- 3.1 An employee's on-call pay shall be based on the number of days they have been on call.
- 3.2 Time spent being alert for any weekend and or holiday days for authorized Village business shall be considered as being on call.

4.0 Procedure - Full Time Employees - Public Works:

- 4.1 The regular hours of work for a Public Works employee in a full-time permanent position in the Village of Innisfree shall be Thirty-five (35) hours per week; this being comprised of seven (7) hours daily, five days per week, Monday through Friday, with one-half hour off for a meal break, excluding statutory holidays, unless otherwise approved by the CAO.
- 4.2 The on-call days of work for a Public Works employee in a full-time permanent position in the Village of Innisfree shall be every Saturday and Sunday and each recognized Holiday weekday during the year.

			Page 1 of 2
Effective Date:	Amendments: Effective Date	Resolution No	
Resolution No.	Effective Date	Resolution No	

5.0 Procedure – Full Time Employee – Administration:

- The regular hours of work for the Chief Administrative Officer shall be Thirty-five (35) hours per week; this being comprised of seven (7) hours daily, five days per week, Monday through Friday with one half hour off for a meal break, excluding statutory holidays, unless otherwise approved by Village Council.
- 5.2 Additionally, the CAO shall attend committee meetings as directed by Council, which shall be included in the duties of the CAO, without additional salary remuneration. Time spent by the CAO at Council Meetings may be taken off as time in lieu.
- 5.3 In Addition, the CAO shall not be entitled to any On-call pay.

6.0 Procedure - Part Time Employees:

6.1 There will be no On-call Pay for Part Time Employees.

7.0 Procedure - Temporary Employees:

7.1 There will be no On-Call Pay for Temporary Employees.

9.0 Procedure – On Call Payment:

- **9.1** The On-Call pay shall be included on the monthly time sheet and paid out at the end of each pay period.
- 9.2 The On-Call Pay shall not be included in the Employee's annual salary rate for Health Benefits.

10.0 End of Procedure

Page 2 of 2

Effective Date: Amendments: Effective Date Resolution No.

Effective Date Resolution No.

Policy:

The Village of Innisfree Council has determined that the Local Authorities Pension Plan shall be provided for the Chief Administrative Officer effective March 1, 2024.

Purpose

To establish policy and procedures on how the Local Authorities Pension Plan Policy will be calculated for the specified Village Employee.

This Policy supersedes any previous Village of Innisfree Personnel Policy regarding pension plan provisions.

1.0 Definitions:

- 1.1 "CAO" means Chief Administrative Officer pursuant to the Municipal Government Act.
- 1.2 "Employee" means the Chief Administrative Officer.
- 1.3 "Employer" means the Village of Innisfree.
- 1.4 "Temporary Employees" means an Employee working on a short-term contract, not permanent.

2.0 Responsibilities:

2.1 The CAO is responsible for ensuring awareness and compliance with this Policy.

3.0 Participation/Membership:

- 3.1 This Policy shall apply to the Village of Innisfree Chief Administrative Officer.
- 3.2 This Policy does not apply to Temporary employees or an Interim Chief Administrative Officer role.
- 3.3 In the event an Employee, who is qualified on the basis of their employment status, is on a probationary period, said LAPP shall not be applicable until the probationary period has concluded.
- 3.4 Notwithstanding the above sub-sections, participation is available on the first day of employment if the Employee is continuing from a previous employment at which the Employee was enrolled in the Local Authorities Pension Plan.
- 3.5 The following Employees are not eligible to participate in the Local Authorities Pension Plan:
 - **3.5.1** Employees in a contracted role.
 - 3.5.2 Employees aged 71 and older.
 - **3.5.3** Employees receiving a monthly LAPP pension based on previous participation in the Plan.
 - **3.5.4** Employees who work less that 30 hours per week.

4.0 Pensionable Salary:

- **4.1** Regular Gross Pay shall be included as pensionable salary.
- 4.2 Holiday pay will be included as pensionable salary when paid on a monthly basis but will not be included when paid as a lump sum.
- 4.3 Over-time and on-call pay shall be excluded as pensionable salary.
- **4.4** There shall be no automobile allowance for personal use provisions included as pensionable salary.
- 4.5 The Local Authorities Pension Plan will determine the amount of the Employee and the Employer's contributions to the Pension Plan.

5.0 Leave Without Salary:

5.1 An Employee on Leave Without Salary may continue paying contributions (contributory leave) or defer the payments until the leave ends (noncontributory leave). In either case, if the Employee chooses to make LAPP payments the Village will continue to make the Employer payments to the extent of the leave limits.

6.0 Pensionable Service

6.1 Base Unit:

- **6.1.1.** Administration: 1820 hours/annum = 1.0000 Service to be reported
- **6.1.2.** Pensionable Service shall be calculated pursuant to the policies and regulations of the Local Authorities Pension Plan.

6.2 Contributions

- **6.2.1.** The Employee's contribution shall be deducted from the Employee's month end pay cheque.
- **6.2.2.** The Employer's contribution shall be contributed at the end of each monthly pay period.
- **6.2.3.** Contributions shall be calculated and remitted pursuant to the policies and regulations of the Local Authorities Pension Plan.
- **6.2.4.** The Village of Innisfree shall not contribute towards any terminated or retired Employee's Pension Plan.

7.0 End of Procedure

Request for Decision (RFD)

Topic:

Capital Region Assessment Services Commission

Initiated by:

County of Minburn

Attachments: 1. 2025 CRASC Brochure for Assessed Property Owners

2. Copy of County of Minburn Bylaw for CRASC.

3. Bylaw 659-20 (Village of Innisfree) Regional ARB Bylaw

Purpose(s):

 To review a proposal for the entering into Assessment Appeal Services for the Village of Innisfree, with the Capital Regional Assessment Services Commission (CRASC) as presented by the County of Minburn.

Background:

- 1. During the past few years' operations of the Minburn Regional Assessment Review Board and the Combined Assessment Review Board, the area has struggled with maintaining trained board members. The current two-municipality partnership has been sufficient solely because there has not been an assessment appeal for several years. The Bylaw requires three active ARB members, however, there are currently only two; one from the County and one from the Village. Their training is set to expire in 2025. Recruitment efforts for new members have been largely ineffective. Due to the lack of appeal, Administration also has concerns that the Board may not have adequate experience to make appropriate and consistent decisions if presented with the opportunity.
- 2. The County reached out to two established regional assessment review boards to determine if they would be suitable to provide assessment review board services. They included a Central Alberta ARB operating out of Red Deer and the Capital Region Assessment Services Commission (CRASC). Both operate in a similar fashion and have annual fees, agreements that need to be signed and specific bylaw requirements. They advised that the Central Alberta ARB has more than 30 members, including 5 rurals, was \$2,000, but tended to focus on the Red Deer region and did not have any participating members that were adjacent to the County of Minburn.
- 3. Alternatively, CRASC has a total of 74 municipalities that utilize their services. There are 31 member municipalities that use CRASC for both assessment and ARB services and 43 municipalities that use CRASC to provide their regional assessment review board services. As identified in the attached brochure, there are 8 rural municipalities in north central Alberta that utilize CRASC for their ARB including Lamont County. CRASC offers their ARB services virtually which means that property owners would not have to travel outside of the region and, if internet connectivity was a concern, the County/Village could make space available at the Administration Office that would allow property owners to attend virtually. The cost is comprised of an annual fee of \$900 (currently,) plus a per parcel cost of \$0.35, with a rough parcel count of 210 parcels from Municipal Services Assessment Group, which is \$108.50 for a total of \$1,008.50.
- 4. The Municipal Government Act permits the organization of several municipalities to form Regional ARB's.
- 5. The County of Minburn directed its Administration to pursue membership with the Capital Regional Assessment Services Commission (CRASC) in March 2025.
- 6. Effectively, the Village of Innisfree Bylaw 659-20, for the Regional Assessment Board is no longer valid.
- 7. CRASC has a website: http://crasc.ca

Key Issues/Concepts:

- 1. The opportunity to join a wider regional ARB, which in the event of assessment appeals, would help to alleviate some of the potential pressures the County of Minburn experience when it comes to recruiting and retaining sufficiently trained ARB members as well as clerks.
- 2. The wider ARB Commission has numerous board members and can provide clerk services in the event unlikely event that there is an actual assessment appeal in this area that does to a hearing.
- 3. The annual cost for membership is \$900 plus a per parcel cost of \$0.35. There would also be additional costs if there were appeals that ended up in a hearing.
- 4. There are some legislative hoops to jump through like repealing the existing ARB Bylaw and appointing new Board Members. The County of Minburn has agreed to assist the Village to ensure the transition is a success.

Options:

- 1. That Council direct Administration to pursue a partnership with the Capital Regional Assessment Services Commission (CRASC) for the provision of assessment review board services for the Village of Innisfree.
- 2. That Council directs Administration in another manner to pursue an Agreement for other entities for the provision of assessment review board services for the Village of Innisfree.
- 3. That Council table a decision on a partnership with the Capital Regional Assessment Services Commission (CRASC) for the provision of assessment review board services for the Village of Innisfree.

Financial Implications:

- 1. The annual fees currently would be approximately \$1,008.50 including a flat fee of \$900 plus a per parcel amount of \$0.35 with 210 parcels is calculated as \$108.50.
- 2. There is the potential for increased costs in the event of assessment appeals by the Village of Innisfree property owners.

Relevant Policy/Legislation:

- 1. M.G.A. s.454 Appointment of members to local assessment review board
- 2. Bylaw 659-20 Regional Assessment Bylaw

Political/Public Implication(s):

The satisfactory processes set in place for assessment appeals, should be viewed positively by the Village public.

Recommendation:

That the Council direct Administration to pursue a partnership with the Capital Regional Assessment Services Commission (CRASC) for the provision of assessment review board services for the Village of Innisfree.

When will I know how much I am paying in taxes?

You will receive your 2025 annual tax bill after Council determines the final tax rates. Your tax bill represents your share of the muncipality's revenue requirement and your share of the provincial education tax.

When must I pay my taxes?

It is important to note that your 2025 taxes cover the period of January 1, 2024 to December 31, 2024. This means a couple of different payment options are available to you:

- 1. You may take advantage of the municipality's monthly payment plan that spreads the tax payment out over the year.* The monthly payments for the first half of 2025 are based on 2024 taxes. The installments for the balance of the 2025 calendar year are adjusted to reflect the finalized tax bill mailed to you. If you wish to sign up now for the Monthly Tax Payment Plan and pay your 2025 taxes in monthly installments by automatic bank withdrawal, contact your municipality.
- Alternatively, you can wait for your final tax bill to come and choose to pay your property taxes in a lump sum by the date specified on your tax notice.
- Please contact your municipal office to determine if a monthly payment option is available in your community.

Capital Region Assessment Services Commission 11810 Kingsway Avenue

Edmonton, Alberta T5G 0X5 Website: www.crasc.ca Email: info@crasc.ca

Assessment Contacts

Alberta Beach (780) 924-3181

Barrhead (County) (780) 674-3331 Betula Beach

(780) 691-4465 Bondiss (780) 239-7323

Calmar (780) 985-3604

Crystal Springs (780) 586-2494 Fox Creek (780) 622-3896

Gull Lake (403) 748-2966

Itaska Beach (780) 312-0928

Lakeview (780) 691-4465

Larkspur (780) 239-7323 Ma-Me-O Beach

(780) 586-2494 Millet (780) 387-4554

Norris Beach (780) 586-2494

Parkland County (780) 968-8888

Rochon Sands (403) 742-4717 Silver Beach (780) 389-4409

Smoky Lake (Town) (780) 656-3674

(780) 656-3674 South View (587) 873-5765

Stony Plain (780) 963-8582

Sunset Beach (780) 239-7323

Val Quentin (780) 668-3182 West Cove (780) 967-0271

White Sands (403) 740-1572

(403) 740-1572 Yellowhead County (800) 665-6030 Andrew (780) 365-3687 Barrhead (Town) (780) 674-3301

Birch Cove (780) 967-0271

Boyle (780) 689-3643 Castle Island

Castle Island (780) 967-0271 Devon (780) 987-8300

Golden Days (780) 586-2494 Island Lake

Island Lake (780) 237-2204 Kapasiwin (780) 691-4465

Lamont (County) (780) 895-2233

Legal (780) 961-3773 Mayerthorpe (780) 786-2416

(780) 786-2416 Mundare (780) 764-3929

Onoway (780) 967-5338

Poplar Bay (780) 586-2494 Ross Haven

Silver Sands (587) 873-5765

Smoky Lake (County) (888) 656-3730

(780) 963-4211 Sundance Beach (780) 389-4409

Sunset Point (780) 665-5866

Vilna (780) 636-3620 Westlock (780) 349-4444

Whitecourt (780) 778-2273

Yellowstone (587) 862-0500 Argentia Beach (780) 586-2494

Beaumont (780) 929-8782 Bon Accord

(780) 921-3550 Burnstick Lake (403) 304-5391

(403) 304-5391 Cremona (403) 637-3762

Fort Saskatchewan (780) 992-6200

Grandview (780) 586-2494

Island Lake South (780) 239-7323 Lac Ste. Anne County

(780) 785-3411 Lamont (Town) (780) 895-2010

Lesser Slave River (780) 849-4888

Mewatha Beach (780) 656-6910

Nakamun Park (780) 967-0271 Parkland Beach

(403) 843-2055 Redwater (780) 942-3519

(780) 942-3519 Seba Beach (780) 797-3863

Slave Lake (780) 849-8000 South Baptiste

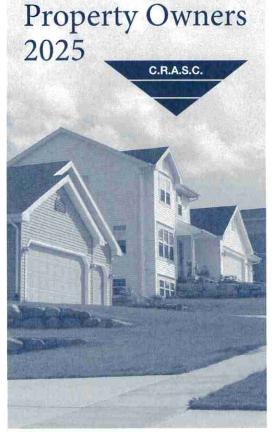
(780) 938-4141 Spruce Grove (780) 962-2611

Sunrise Beach (780) 967-0271

Swan Hills (780) 333-4477 Waskatenau

Waskatenau (780) 358-2208 Whispering Hills (780) 239-7323

Woodlands County (780) 778-8400 Assessment Information for Residential



What is market value assessment?

Market value is the amount that a property might be expected to realize if sold on the open market by a willing seller to a willing buyer.

The Alberta government requires all Alberta municipalities to update property values annually to reflect the market value on 1 July of the previous year, based on its condition on 31 December of that previous year.

Your assessment notice for 2025 shows the market value assessment of your property at July 1, 2024, based on its condition on December 31, 2024.

How is my property's market value determined?

Your property's assessed value is determined using similar criteria to those used by real estate agents, e.g.:

- Location
- Lot size
- Building size
- Age and condition of building
- Selling prices of similar properties in similar areas.

In order to maintain equity, similar properties should have similar assessed values.

If your building was only partially completed on December 31, 2024, your assessment reflects the value of the lot and the value of the building based on the percentage completed.

If you have any questions or concerns about your property assessment, please contact your municipal office.

What if I don't agree with this assessment?

You may make a formal complaint about your assessment. The deadline date for submitting your complaint is noted on your assessment notice.

Use this time to talk to your assessor about your questions and concerns (contact details available from your municipal office). If there is an error in the assessment, assessors are able to make changes to your assessment without your need to file a formal complaint.

It is important to talk to your assessor or visit www.crasc.ca before filing a complaint. Most concerns are resolved before complaints reach the Assessment Review Board.

How do I make a complaint?

Important information for filing a complaint:

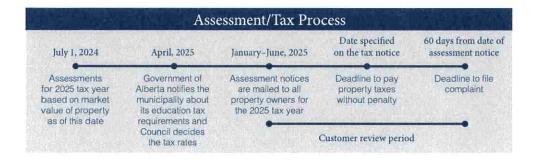
- There is a standard complaint form. It is available at the municipal office or at crasc.ca.
- If you hire someone to represent you, you must also complete an agent authorization form.
- You must fully provide all information requested by these forms. An Assessment Review Board cannot hear any matters that are not listed on your complaint form.
- Your municipality likely charges a fee to file a complaint. You must pay this fee at the time of filing your complaint.
- 5. One original of your completed complaint form, agent authorization form if required, any other supporting documentation, and the applicable complaint fee must be filed with the Assessment Review Board at your municipal office no later than the time on the deadline date as shown on your assessment notice.
- Each assessment roll number in dispute requires a separate fully completed set of complaint forms and fee.
- Please thoroughly review the instructions on your complaint form.

How are my property taxes calculated?

Your property taxes are calculated by multiplying your assessed value by the "tax rate".

How your property assessment changed from the previous year compared to the average assessment change on all properties in the municipality determines the change in the share you will pay of the municipality's property tax requirement.

The "tax rate" is determined annually by your municipality's council. It includes the provincial education tax that the council has no control over.



Office Use Only
Member or Participant
Municipality:
Received:

PARTICIPANT MEMORANDUM OF AGREEMENT 2025 - 2027

LOCAL ASSESSMENT REVIEW BOARDS and COMPOSITE ASSESSMENT REVIEW BOARDS



1 January 2025

MEMORANDUM OF AGREEMENT

made between

CAPITAL REGION ASSESSMENT SERVICES COMMISSION (the "Commission")

and

(the "Participant")

WHEREAS the Commission will provide specific administrative and financial services relating to Assessment Review Boards to the Participant.

AND WHEREAS the Commission and the Participant have reached agreement with respect to the terms and conditions under which the Commission will provide such administrative and financial services to the Participant.

NOW THEREFORE the Commission and the Participant agree as follows:

1. **DEFINITIONS**

- **a.** "Board" means the Board of Directors of the Capital Region Assessment Services Commission.
- b. "Commission" means the Capital Region Assessment Services Commission.
- **c.** "Fiscal Year" means 1st of January to 31st of December.
- d. "Participant" and "Municipality" mean a municipal authority NOT listed in the Appendix to Alberta Regulation 77/96, as amended from time to time; and which has engaged the services of the Commission to provide specific administrative and financial services relating to Assessment Review Boards.
- e. "Panelist" means an individual who is accredited by the Alberta Land & Property Rights Tribunal ("LPRT") to hear Assessment Complaints.
- f. "Assessment Review Board" and "ARB" mean either the Local Assessment Review Board ("LARB") or the Composite Assessment Review Board ("CARB").
- g. "Assessment Clerk" means an individual who is accredited by the Alberta LPRT to perform assessment clerk services.

h. "Term" means the term of this agreement as set forth in Section 2.

2. TERM

The term of this agreement is as specified in Schedule "A" hereto. The Term may be extended by an agreement in writing between the parties hereto before the end of the Term, failing which the agreement shall terminate at the end of the Term without notice by either party to the other and without additional compensation from the Participant to the Commission.

3. OBLIGATIONS of the COMMISSION

The Commission will provide a full ARB administration service from receipt of Complaint forms through to distribution of the hearing decisions, including, but not limited to:

- a. receiving Complaint forms from the Participant, acknowledging their receipt, setting up hearings, preparing and distributing Notices of Hearings, attending each hearing and distributing the decision.
- **b.** maintaining a Panelist pool sufficient to respond to the Participant's requirements for Assessment Review Board hearings.
- **c.** annually providing the Participant with:
 - i. a list of Commission approved Panelists from which the Commission can draw to fill its hearing needs;
 - ii. the name of the chair of the LARB and CARB:
 - iii. the name of the Assessment Clerk of the LARB and CARB.
- d. apprising the Participant of such information relevant and necessary for the performance of its legislated duties and responsibilities with respect to Assessment Review Boards.
- e. providing an Assessment Clerk at Assessment Review Board hearings, unless the Participant informs the Commission of its wish to provide its own Assessment Clerk.
- f. assisting the Panelists to prepare a written decision from each hearing and distributing the decision to the appropriate parties. NOTE The decisions, reasons therefore and the writing of the decision are the responsibility of the hearing panelists. The clerk will provide only administrative and clerical assistance to this function.
- g. preparing, and distributing to the Participant, appropriate administrative and operating policies and procedures relating to Assessment Review Boards.
- h. annually meeting with the Panelists to review activities and ensure that the

Panelists are current with respect to Assessment Review Board hearing information.

Panelist Nominations:

While it is the policy of the Commission to, wherever possible, draw its pool of panelists only from its members; from time to time the Commission may contact Participants seeking nominations of suitable individuals who may be appointed as potential Panelists so that an acceptable pool of accredited Panelists can be maintained. The determination of the Panelist pool rests solely with the Commission.

Should the Commission decide to accept the Participant's nominee, the Commission will contact the Participant's nominee to outline the requirements for being considered as a Panelist and inform the nominee of pending training and accreditation requirements and opportunities. Upon successful accreditation, the nominee will be entered on the Commission's Panelist pool registry as maintained by the Commission.

4. OBLIGATIONS of the PARTICIPANT

The Participant will cooperate with the Commission to ensure the smooth running of the Commission's ARB practices and procedures, including, but not limited to:

- a. at the commencement of each year of this agreement (and no later than the 15th of February of each year), the Participant will provide to the Commission its total parcel count as at the 1st of January of each year. NOTE This parcel count will be used to calculate the total per parcel fees due in accordance with Schedule "A" to this agreement.
- b. annually appointing to the LARB and CARB the list of Commission Panelists, the name of the chair and the name of the Assessment Clerk, provided to the Participant by the Commission each year. NOTE The Commission draws from only its own designated pool of Panelists to sit on Commission administered hearings.
- c. providing the Commission with immediate notification by email when an Assessment Review Board Complaint has been filed with the Participant.
- d. for each complaint, promptly scanning and emailing the following to the Commission: (IMPORTANT Where the following documentation contains colour, the document should be scanned in colour.)
 - Assessment Review Board Complaint form
 - Assessment Complaints Agent Authorization form if appropriate
 - Proof of payment of applicable complaint fee
 - All other documentation provided by the complainant accompanying the ARB Complaint form
 - Copy of the assessment notice or combined assessment/tax notice that is the subject of the complaint

- Confirmation of the date that the complaint was received by the Participant and that the complaint was received within the deadline for submission of complaints.
- e. when requested by the Commission, providing a suitable meeting room or other means of facilitating a hearing (e.g. setting up, providing and hosting suitable videoconference and/or teleconference facilities) for the Assessment Review Board hearing without charge to the Commission. The decision regarding how the hearing will take place, e.g in person, by video/teleconference or by other means will be at the sole discretion of the Commission.

5. FEES and EXPENSES

Each year the Board will review the budget for Assessment Review Board services and will establish such fees as it deems appropriate. Annually, the Participant will be informed as to what the forthcoming year's fees will be. Effective at the commencement of this Agreement, these approved fees and expenses are as shown in Schedule "A", and they will remain in effect for the remaining years of this agreement unless changed by the Board.

The Commission will invoice each Participant for the applicable fees and expenses listed in Schedule "A" and the Participant will pay those invoices in a timely manner.

Should the Board change the fees in Schedule" A", the Participant has the option to withdraw from this agreement within 30 days from the latter of the date of the change(s) coming into effect and the Participant being informed of the change(s).

6. LEGAL EXPENSES

The Assessment Review Board (ARB) is a quasi-judicial board established in accordance with the Municipal Government Act and your municipal bylaw.

The Board is independent from your municipality and is comprised of citizen members appointed by Municipal Council.

The ARB makes decisions in an impartial manner and applies the principles of natural justice and procedural fairness, which includes the right to legal counsel.

In some circumstances the ARB will request legal counsel to support its role in the complaint/hearing/decision writing process; the municipality is solely responsible for the cost to retain sufficient legal services. It is normal protocol for the legal account to be opened in CRASC's name to maintain genuine independence. The legal invoices will then be billed back to the municipality at cost for reimbursement.

7. PARTICIPANT INFORMATION

All Participant information relating to the Assessment Review Board complaints is deemed the property of the Participant.

Other than for the proper functioning of the Assessment Review Board process, the Commission will not disclose or make known to any person the Participant information or any matter or thing which comes to the knowledge of or is disclosed to the Commission by reason of this Agreement and shall retain all such knowledge as confidential, unless the Commission is required by law, or is expressly authorized by the Participant in writing, to disclose or make known the knowledge.

Where Participant information, whether paper or electronic, is in the temporary possession or control of the Commission, the Commission will ensure the security and safety of all data and allow only authorized access to the Participant information.

8. TERMINATION

A Participant shall be entitled to terminate this agreement upon six (6) months written notice together with payment of the annual fees for the balance of the Term.

The Commission reserves the right to terminate this agreement upon six (6) months written notice to the Participant.

9. SURVIVAL

The provisions of this agreement, which by their context are meant to survive the expiry or earlier termination of this agreement, shall so survive for the benefit of the party relying upon the same.

10. NOTICE

Whether or not so stipulated herein, all notices, communication, requests and statements required or permitted hereunder shall be in writing.

11. ASSIGNMENT

This agreement or any rights arising out of this agreement shall not be assigned by either party hereto without the other party's prior written consent, which consent shall not be arbitrarily withheld.

12. ENTIRE AGREEMENT

This agreement represents the entire agreement between the parties with respect to the subject matter hereof.

13. AMENDMENTS

This agreement can be modified, amended or assigned only by a written instrument duly executed by the parties.

OTHER:

14. Judicial Review of an ARB decision:

Judicial reviews of the Board's decisions are governed by section 470 of the Municipal Government Act.

If the municipality is considering an application to the Court of King's Bench it is mandatory that legal counsel is consulted. Please note this is beyond the scope of this contract.

The ARB Members and Clerk are not able to offer any legal advice, suggestions, or guidance with respect to such inquiries. The CRASC Clerk may assist in securing legal representation if requested.

IN WITNESS WHEREOF the parties hereto have executed this agreement by the hands of their respective, properly authorized officers, on their behalf.

THE COMMISSION:	CAPITAL REGION COMMISSION	I ASSESSMENT SERVICES	
Per:			
Authorized Signature	Name	Date	
THE PARTICIPANT:			
	Name of Participant	Municipality	
Per:			
Authorized Signature	Name	Date	

SCHEDULE "A"

TERM of AGREEMENT

The Term of this agreement is for the period from 1 January 2025 to 31 December 2027.

FEES and EXPENSES

The compensation payable by the Participant to the Commission for its performance of this agreement is as follows:

1. Annual Fees per Participant - Per Fiscal Year

- a. Core fee of \$900, plus;
- b. Per parcel fee of \$0.35, based on the total number of the Participant's parcels that are eligible to have a LARB or CARB complaint filed on them, as at 1 January of each year of the agreement. (Do not include DIP, Linear, Exempt, Municipal Owned and similar parcels)

2. Hearing Fees - Per Hearing

Assessment Review Board Hearing Fees are chargeable to the Participant for each hearing and depend on the services provided to the Participant for each hearing. <u>Not all fees may be chargeable for every hearing</u>.

a. Hearing:

\$800 for each LARB hearing

\$800 for each CARB hearing

b. Panelist:

\$193 per Panelist for each hearing and associated travel time that do not exceed four (4) hours.

\$330 per Panelist for each hearing and associated travel time that exceed four (4) hours and do not exceed eight (8) hours.

\$495 per Panelist for each hearing and associated travel time that exceed eight (8) hours.

c. Presiding Officer:

\$248 per Presiding Officer for each hearing and associated travel time that do not exceed four (4) hours.

\$440 per Presiding Officer for each hearing and associated travel time that exceed four (4) hours and do not exceed eight (8) hours.

\$660 per Presiding Officer for each hearing and associated travel time that exceed eight (8) hours.

d. Assessment Clerk:

\$800 for each hearing where the Commission provides an Assessment Clerk.

Note: If panel deliberations take place on a date other than the Hearing Date, additional charges will apply as per the hearing rates above.

3. Hearing Expenses

Travel and subsistence expenses are chargeable to the Participant for each hearing. These are based on the rates established from time to time by the Government of Alberta for its Boards, Agencies and Commissions.

4. Judicial Review

If a complaint is appealed, CRASC offers Clerk Services at a rate of \$125 per hour. This would include but is not limited to responding to "Notice to Obtain Record of Proceedings" and any other administrative tasks that the ARB Clerk has jurisdiction to perform.

COMMISSION'S SERVICE ADDRESS

The Commission's address for service of notices is:

Capital Region Assessment Services Commission 11810 Kingsway Edmonton, Alberta T5G 0X5

Telephone:

780-451-4191

Email:

info@crasc.ca

PARTICIPANT'S SERVICE ADDRESS

The Participant's address for service of notices is:
Name of municipality
Contact name
Address 1
Address 2
City/Province
Postal Code
Telephone:
Empil.

Request for Decision (RFD)

Topic:

Intermunicipal-SDAB

Initiated by:

County of Minburn

- Attachments: 1. Bylaw 661-20 Innisfree SDAB
 - 2. AMA Ministerial Order No. M:002/24
 - 3. March 2025 Minburn County letter to Lamont County
 - 4. Leduc County Master Rates Bylaw re: SDAB Fees
 - 5. Copy of ISDAB for Lamont, Bruderheim, Mundare, Chipman.

Purpose(s):

1. To review a proposal to enter into a new Intermunicipal Subdivision & Development Appeal Board Agreement.

Background:

- 1. The Village of Innisfree SDAB Bylaw 661-20 requires that Council appoints three (3) members by resolution with a maximum of one (1) appointed from Council (per the Act.) Additionally, the SDAB Clerk must be appointed by resolution.
- 2. SDAB members and the Clerk must receive training pursuant to Regulation No. M:002/04 under
- 3. The Village appointed a Council Member only, to the SDAB since October 2024, and has not appoint any members of the Public.

Key Issues/Concepts:

- 1. It seems that the training and time constraints limit the volunteers who would be interested in the appointment. The Village has not had success in recruitment efforts for new members.
- 2. There are costs of training the SDAB Members and the Clerk to be accounted for.
- 3. The Village has not received a recent SDAB appeal; therefore, there are concerns that the Board Members may not have adequate experience to make appropriate decisions, if presented the opportunity.
- 4. The opportunity to join an intermunicipal Subdivision and Development Board Service will relieve the Village from the challenges of attempting to maintain a SDAB.
- The opportunity to join an intermunicipal SDAB shall remove personal biases from local citizens and provide the ability to obtain implicit decisions arrived at pursuant to the Act.

Options:

- 1. That Council directs Administration to send a letter of request to enter into an Agreement with Lamont County for Intermunicipal Subdivision and Development Appeal Board Services.
- 2. That Council directs Administration in another manner regarding Subdivision and Development Appeal Board services.
- 3. That Council tables a decision on Intermunicipal Subdivision and Development Appeal Board Services.

Financial Implications:

With the past history of SDAB appeals, the financial impact should be very minimal; the Village Master Rates and Fees should be set to recover most costs.

Relevant Policy/Legislation:

- 1. M.G.A. s.627(b) Appeal Board... authorize an agreement with one or more municipalities
- 2. Ministerial Order M:002/24 SDAB Mandatory Training

Political/Public Implication(s):

The satisfactory processes set in place for the public to address appeals should be viewed favourably.

Recommendation:

That the Council directs Administration to send a formal letter to Lamont County to pursue Intermunicipal Subdivision and Development Appeal Board Services.



MINISTERIAL ORDER NO.M:002/24

I, Ric McIver, Minister of Municipal Affairs, pursuant to sections 4 and 5 of the Matters Related to Subdivision and Development Regulation (AR 84/2022), make the following order:

- 1) Set the training program for Subdivision and Development Appeal Board Clerks as outlined in Appendix 1;
- 2) Set the training program for Subdivision and Development Appeal Board Members as outlined in Appendix 2; and
- Ministerial Order No. MSL:019/18 is repealed. Persons eligible for certification as clerks or members of any board before the repeal of Ministerial Order No. MSL:019/18 do not become ineligible solely as a result of its repeal.

Ric McIver

Minister of Municipal Affairs

APPENDIX 1 TO MINISTERIAL ORDER NO. M:002/24

SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB) TRAINING PROGRAM FOR CLERKS

I. TRAINING PROGRAM OVERVIEW

- This program is intended to enable the design and delivery of training sessions by qualified
 instructors by outlining training program principles, learning outcomes, minimum
 requirements for course content, and the format for assessment of learning.
- Methods of instruction shall be considered through training design and may include lectures, tutorials, and small or large group workshops.
- Instructors of the training program must demonstrate education and/or experience in the field of planning and/or administrative law to the satisfaction of the municipality.

II. TRAINING PROGRAM PRINCIPLES

- · Fairness and impartiality.
- Transparency in the decision making process.
- Understanding and acting within the limits of the legislation and principles of administrative law and natural justice.
- Understanding and applying planning considerations and principles.
- Having regard for the roles and interests of developers, members of the public, and the municipality.

III. LEARNING OUTCOMES

- Individuals are required to successfully complete a training program before being appointed as a clerk (the "Initial Training Program"), and successfully complete a refresher training program every three years (the "Refresher Training Program").
- The learning objectives of the training program are as follows:
 - o Recognize the role of municipalities in planning and development in Alberta.
 - Understand the purpose and content of Part 17 of the Municipal Government Act (the "MGA") and the Matters Related to Subdivision and Development Regulation.
 - o Identify what a SDAB is and what it does.
 - Recognize the composition and membership of SDABs.
 - Understand the source and scope of a SDAB's authority, the types of appeals heard by SDABs, and appeals that are heard by the Land and Property Rights Tribunal.

- Determine the application and status of provincial land-use policies and regional plans under the Alberta Land Stewardship Act and growth plans under Part 17.1 of the MGA where applicable.
- o Understand the difference between statutory plans and land use bylaws, and their roles and application in planning and development processes.
- Recognize municipal processes for making decisions on applications for subdivision approval and development permits, the issuance of stop orders under the MGA, and other decisions of the development and subdivision authority.
- Understand the pre-hearing requirements set out in the MGA, and pre-hearing responsibilities of the clerk.
- Understand the hearing process, and the roles and responsibilities of participants in the process.
- o Understand the post-hearing requirements set out in the MGA, and post-hearing responsibilities of the clerk.
- Understanding the basic principles of administrative law which apply to SDABs including the general duty of fairness and the rule against bias.
- o Identify sources of evidence, including oral and written.
- Learn to determine the relevancy of evidence and what is a proper planning consideration versus what is an irrelevant consideration that should not influence a SDAB's decision.
- Consider how to communicate effectively with participants during a hearing, including the role of a chairperson and asking questions of participants.
- o Understand the role of precedent in the decision making process.
- Learn to identify issues, evaluate evidence, and apply legislation and planning considerations to facts to write effective written decisions.
- The Initial Training Program must, at a minimum, include the following elements from the Course Outline (Initial Training Program) and upon completion clerks shall be knowledgeable of:
 - o Introduction to Planning and Development in Alberta (Roles and Responsibilities)
 - Legislative and Planning Considerations
 - o Planning and Development Processes in Alberta
 - Other issues
- The Initial Training Program must, at a minimum, include the following elements from the Course Outline (Initial Training Program) and upon completion clerks shall be proficient in:
 - Appeals to the SDAB
 - o Roles and Responsibilities for Clerks
 - o Conduct of an Appeal

- Administrative Law Principles
- o Evidence at Hearings
- o Powers of the SDAB
- Limitations on the SDAB's Authority
- o Making and Communicating Decisions
- The Refresher Training Program must, at a minimum, include the following elements from the Course Outline (Refresher Training Program) and upon completion clerks shall be knowledgeable of and proficient in:
 - o Appeals to the SDAB
 - o Roles and Responsibilities for Clerks
 - Administrative Law Principles
 - Evidence at Hearings
 - o Powers of the SDAB
 - o Limitations on the SDAB's Authority
 - Making and Communicating Decisions

IV. COMPLETION OF TRAINING

- The training instructor must design a written assessment of learning for clerks and must administer it at the conclusion of the Initial Training Program and the Refresher Training Program.
- The written assessment of learning must consist of a series of open book multiple choice
 questions and be evaluated. Participants must be provided with the opportunity to receive
 feedback on the assessment of learning prior to leaving the training session.
- The training instructor must report to the municipality's Chief Administrative Officer upon the clerk's successful completion of the written assessment of learning.

V. COURSE OUTLINE (INITIAL TRAINING PROGRAM)

(1) INTRODUCTION TO PLANNING AND DEVELOPMENT IN ALBERTA (ROLES AND RESPONSIBILITIES)

- (a) Federal Government
- (b) Provincial Government
- (c) Municipalities
- (d) Subdivision and Development Authorities
- (e) SDABs

(2) LEGISLATIVE AND PLANNING CONSIDERATIONS

- (a) Land Use Policies
- (b) Alberta Land Stewardship Act Regional Plans
- (c) Growth Management Boards and Plans
- (d) Part 17 of the Municipal Government Act
- (e) Matters Related to Subdivision and Development Regulation
- (f) Statutory Plans
- (g) Land Use Bylaws
- (h) Planning Policies

(3) PLANNING AND DEVELOPMENT PROCESSES IN ALBERTA

- (a) Subdivision Applications
- (b) Development Permit Applications
 - i. Permitted Uses
 - ii. Discretionary Uses
 - iii. Direct Control District
- (c) Stop Orders and Other Decisions
- (d) Exempt Developments
- (e) Lawful Non-Conforming Uses and Buildings

(4) APPEALS TO THE SDAB

- (a) Decisions Subject to Appeal
- (b) Status to Appeal
- (c) Time for Filing an Appeal
- (d) Notice of Hearing
- (e) Public Inspection of the Appeal File
- (f) Time Limit to Hold a Hearing

(5) ROLES AND RESPONSIBILITIES FOR CLERKS

- (a) Pre-Hearing
 - i. Appointment to Position of Clerk
 - ii. Receiving Notices of Appeal
 - iii. Scheduling and Providing Written Notice of Hearings
 - Receiving and Responding to Correspondence from the Parties and other Affected Persons
 - v. Public Inspection of the Appeal File
 - vi. Reporting to the SDAB
- (b) Post-Hearing
 - i. Role in Preparing Reasons for Decision
 - ii. Circulating Reasons for Decision

(6) CONDUCT OF AN APPEAL

(a) Quorum

- (b) Roles and Responsibilities
 - i. SDAB Members
 - ii. Chairperson
 - iii. Clerk
 - iv. Parties to Appeal
- (c) Hearing Procedures

(7) ADMINISTRATIVE LAW PRINCIPLES

- (a) Quasi-Judicial Tribunal
- (b) General Duty of Fairness
- (c) Pecuniary Interest and Rules Against Bias
- (d) Adjournments
- (e) Representation by Counsel or Agents
- (f) Right to a Public Hearing
- (g) Disclosure of Information
- (h) Opportunity to State Case

(8) EVIDENCE AT HEARINGS

- (a) Oral Presentations
- (b) Written Submissions
- (c) Technical Information
- (d) Questions from the SDAB
- (e) Questions from Participants
- (f) Site Visits

(9) POWERS OF THE SDAB

- (a) Completeness of Applications
- (b) Development Appeals
 - i. Permitted Use
 - ii. Discretionary Use
 - iii. Stop Orders
 - iv. Other Decisions of the Development Authority
- (c) Subdivision Appeals
- (d) Variance Power
- (e) Conditions

(10) LIMITATIONS ON THE SDAB'S AUTHORITY

- (a) Relevant Evidence (Proper Planning Considerations)
- (b) Addressing Irrelevant Evidence
- (c) Fettering Discretion
- (d) Improper Sub-delegation

(11) MAKING AND COMMUNICATING DECISIONS

- (a) Requirements for SDAB Decisions
- (b) Identifying Issues and Applicable Legislation, Plans and Policies
- (c) Findings of Fact
- (d) Applying Legislative and Planning Considerations
- (e) Attaching Conditions to Approvals
- (f) Implementation of Decisions

(12) OTHER ISSUES

- (a) Appeals from SDAB Decisions
- (b) Personal Liability of SDAB Clerks

COURSE OUTLINE (REFRESHER TRAINING PROGRAM)

(1) APPEALS TO THE SDAB

- (a) Decisions Subject to Appeal
- (b) Status to Appeal
- (c) Time for Filing an Appeal
- (d) Notice of Hearing
- (e) Public Inspection of the Appeal File
- (f) Time Limit to Hold a Hearing

(2) ROLES AND RESPONSIBILITIES FOR CLERKS

- (a) Pre-Hearing
 - i. Appointment to Position of Clerk
 - ii. Receiving Notices of Appeal
 - iii. Scheduling and Providing Written Notice of Hearings
 - iv. Receiving and Responding to Correspondence from the Parties and other Affected Persons
 - v. Public Inspection of the Appeal File
 - vi. Reporting to the SDAB
- (b) Post-Hearing
 - i. Role in Preparing Reasons for Decision
 - ii. Circulating Reasons for Decision

(3) ADMINISTRATIVE LAW PRINCIPLES

- (a) Quasi-Judicial Tribunal
- (b) General Duty of Fairness
- (c) Pecuniary Interest and Rules Against Bias
- (d) Adjournments
- (e) Representation by Counsel or Agents
- (f) Right to a Public Hearing

- (g) Disclosure of Information
- (h) Opportunity to State Case

(4) EVIDENCE AT HEARINGS

- (a) Oral Presentations
- (b) Written Submissions
- (c) Technical Information
- (d) Questions from the SDAB
- (e) Questions from Participants
- (f) Site Visits

(5) POWERS OF THE SDAB

- (a) Completeness of Applications
- (b) Development Appeals
 - i. Permitted Use
 - ii. Discretionary Use
 - iii. Stop Orders
 - iv. Other Decisions of the Development Authority
- (c) Subdivision Appeals
- (d) Variance Power
- (e) Conditions

(6) LIMITATIONS ON THE SDAB'S AUTHORITY

- (a) Relevant Evidence (Proper Planning Considerations)
- (b) Addressing Irrelevant Evidence
- (c) Fettering Discretion
- (d) Improper Sub-delegation

(7) MAKING AND COMMUNICATING DECISIONS

- (a) Requirements for SDAB Decisions
- (b) Identifying Issues and Applicable Legislation, Plans and Policies
- (c) Findings of Fact
- (d) Applying Legislative and Planning Considerations
- (e) Attaching Conditions to Approvals
- (f) Implementation of Decisions

VI. TRAINING IMPLEMENTATION

 SDAB training sessions for clerks can be offered at the local or regional level; the province may also offer training sessions.

APPENDIX 2 TO MINISTERIAL ORDER NO. M:002/24

SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB) TRAINING PROGRAM FOR MEMBERS

I. TRAINING PROGRAM OVERVIEW

- This program is intended to enable the design and delivery of training sessions by qualified instructors by outlining training program principles, learning outcomes, minimum requirements for course content, and the format for assessment of learning.
- Methods of instruction shall be considered through training design and may include lectures, tutorials, and small or large group workshops.
- Instructors of the training program must demonstrate education and/or experience in the field of planning and/or administrative law to the satisfaction of the municipality.

II. TRAINING PROGRAM PRINCIPLES

- Fairness and impartiality.
- Transparency in the decision making process.
- Understanding and acting within the limits of the legislation and principles of administrative law and natural justice.
- Understanding and applying planning considerations and principles.
- Having regard for the roles and interests of developers, members of the public, and the municipality.

III. LEARNING OUTCOMES

- Members are required to successfully complete a training program before participating in any hearing as a member of a panel of the SDAB (the "Initial Training Program"), and successfully complete a refresher training program every three years (the "Refresher Training Program").
- The learning objectives of the Training Program are as follows:
 - Recognize the role of municipalities in planning and development in Alberta.
 - Understand the purpose and content of Part 17 of the Municipal Government Act (the "MGA") and the Matters Related to Subdivision and Development Regulation.
 - Identify what a SDAB is and what it does.
 - Recognize the composition and membership of SDABs.
 - Understand the source and scope of a SDAB's authority, the types of appeals heard by SDABs, and appeals that are heard by the Land and Property Rights Tribunal.

- Determine the application and status of provincial land-use policies and regional plans under the Alberta Land Stewardship Act and growth plans under Part 17.1 of the MGA where applicable.
- o Understand the difference between statutory plans and land use bylaws, and their roles and application in planning and development processes.
- Recognize municipal processes for making decisions on applications for subdivision approval and development permits, the issuance of stop orders under the MGA, and other decisions of the development and subdivision authority.
- Understand the pre-hearing requirements set out in the MGA, and pre-hearing responsibilities of members.
- o Understand the hearing process, and the roles and responsibilities of participants in the process.
- o Understand the post-hearing requirements set out in the MGA, and post-hearing responsibilities of members.
- Understanding the basic principles of administrative law which apply to SDABs including the general duty of fairness and the rule against bias.
- o Identify sources of evidence, including oral and written.
- Learn to determine the relevancy of evidence and what is a proper planning consideration versus what is an irrelevant consideration that should not influence a SDAB's decision.
- Consider how to communicate effectively with participants during a hearing, including the role of a chairperson and asking questions of participants.
- Understand the role of precedent in the decision making process.
- Learn to identify issues, evaluate evidence, and apply legislation and planning considerations to facts to write effective written decisions.
- The Initial Training Program must, at a minimum, include the following elements from the Course Outline (Initial Training Program) and upon completion members shall be knowledgeable of:
 - o Introduction to Planning and Development in Alberta (Roles and Responsibilities)
 - Planning and Development Processes in Alberta
 - o Appeals to the SDAB
 - o Other Issues
- The Initial Training Program must, at a minimum, include the following elements from the Course Outline (Initial Training Program) and upon completion members shall be proficient in:
 - Legislative and Planning Considerations
 - o Roles and Responsibilities for Members

- o Conduct of an Appeal
- Administrative Law Principles
- Evidence at Hearings
- Powers of the SDAB
- Limitations on the SDAB's Authority
- Making and Communicating Decisions
- The Refresher Training Program must, at a minimum, include the following elements from the Course Outline (Refresher Training Program) and upon completion members shall be knowledgeable of and proficient in:
 - o Appeals to the SDAB
 - o Roles and Responsibilities for Members
 - Administrative Law Principles
 - Evidence at Hearings
 - o Powers of the SDAB
 - Limitations on the SDAB's Authority
 - Making and Communicating Decisions

IV. MEMBER QUALIFICATIONS AND TRAINING

- Members shall have:
 - Good communication and interpersonal skills;
 - The ability to maintain impartiality, consider arguments, analyze issues and write or contribute to writing decisions;
 - A basic familiarity with the SDAB's jurisdiction and its relationship to the municipality, and;
 - o Knowledge and/or experience that will assist the SDAB in determining appeals before it.

V. COMPLETION OF TRAINING

- The training instructor must design a written assessment of learning for members and must administer it at the conclusion of the Initial Training Program and the Refresher Training Program.
- The written assessment of learning must consist of a series of open book multiple choice
 questions and be evaluated. Participants must be provided with an opportunity to receive
 feedback on the assessment of learning prior to leaving the training session.
- The training instructor must report to the municipality's Chief Administrative Officer upon the member's successful completion of the written assessment of learning.

VI. COURSE OUTLINE (INITIAL TRAINING PROGRAM)

(1) INTRODUCTION TO PLANNING AND DEVELOPMENT IN ALBERTA (ROLES AND RESPONSIBILITIES)

- (a) Federal Government
- (b) Provincial Government
- (c) Municipalities
- (d) Subdivision and Development Authorities
- (e) SDABs

(2) LEGISLATIVE AND PLANNING CONSIDERATIONS

- (a) Land Use Policies
- (b) Alberta Land Stewardship Act Regional Plans
- (c) Growth Management Boards and Plans
- (d) Part 17 of the Municipal Government Act
- (e) Matters Related to Subdivision and Development Regulation
- (f) Statutory Plans
- (g) Land Use Bylaws
- (h) Planning Policies

(3) PLANNING AND DEVELOPMENT PROCESSES IN ALBERTA

- (a) Subdivision Applications
- (b) Development Permit Applications
 - i. Permitted Uses
 - ii. Discretionary Uses
 - iii. Direct Control District
- (c) Stop Orders and Other Decisions
- (d) Exempt Developments
- (e) Lawful Non-Conforming Uses and Buildings

(4) APPEALS TO THE SDAB

- (a) Decisions Subject to Appeal
- (b) Status to Appeal
- (c) Time for Filing an Appeal
- (d) Notice of Hearing
- (e) Public Inspection of the Appeal File
- (f) Time Limit to Hold a Hearing

(5) ROLES AND RESPONSIBILITIES FOR MEMBERS

- (a) Pre-Hearing
 - i. Appointment to Position
 - ii. Maintaining Impartiality

- (b) Post-Hearing
 - i. Role in Preparing Reasons for Decision

(6) CONDUCT OF AN APPEAL

- (a) Quorum
- (b) Roles and Responsibilities
 - i. SDAB Members
 - ii. Chairperson
 - iii. Clerk
 - iv. Parties to Appeal
- (c) Hearing Procedures

(7) ADMINISTRATIVE LAW PRINCIPLES

- (a) Quasi-Judicial Tribunal
- (b) General Duty of Fairness
- (c) Pecuniary Interest and Rules Against Bias
- (d) Adjournments
- (e) Representation by Counsel or Agents
- (f) Right to a Public Hearing
- (g) Disclosure of Information
- (h) Opportunity to State Case

(8) EVIDENCE AT HEARINGS

- (a) Oral Presentations
- (b) Written Submissions
- (c) Technical Information
- (d) Questions from the SDAB
- (e) Questions from Participants
- (f) Site Visits

(9) POWERS OF THE SDAB

- (a) Completeness of Applications
- (b) Development Appeals
 - i. Permitted Use
 - ii. Discretionary Use
 - iii. Stop Orders
 - iv. Other Decisions of the Development Authority
- (c) Subdivision Appeals
- (d) Variance Power
- (e) Conditions

(10) LIMITATIONS ON THE SDAB'S AUTHORITY

(a) Relevant Evidence (Proper Planning Considerations)

- (b) Addressing Irrelevant Evidence
- (c) Fettering Discretion
- (d) Improper Sub-delegation

(11) MAKING AND COMMUNICATING DECISIONS

- (a) Requirements for SDAB Decisions
- (b) Identifying Issues and Applicable Legislation, Plans and Policies
- (c) Findings of Fact
- (d) Applying Legislative and Planning Considerations
- (e) Attaching Conditions to Approvals
- (f) Implementation of Decisions

(12) OTHER ISSUES

- (a) Appeals from SDAB Decisions
- (b) Personal Liability of SDAB Members

COURSE OUTLINE (REFRESHER TRAINING PROGRAM)

(1) APPEALS TO THE SDAB

- (a) Decisions Subject to Appeal
- (b) Status to Appeal
- (c) Time for Filing an Appeal
- (d) Notice of Hearing
- (e) Public Inspection of the Appeal File
- (f) Time Limit to Hold a Hearing

(2) ROLES AND RESPONSIBILITIES FOR MEMBERS

- (a) Pre-Hearing
 - i. Appointment to Position
 - ii. Maintaining Impartiality
- (b) Post-Hearing
 - i. Role in Preparing Reasons for Decision

(3) ADMINISTRATIVE LAW PRINCIPLES

- (a) Quasi-Judicial Tribunal
- (b) General Duty of Fairness
- (c) Pecuniary Interest and Rules Against Bias
- (d) Adjournments
- (e) Representation by Counsel or Agents
- (f) Right to a Public Hearing
- (g) Disclosure of Information
- (h) Opportunity to State Case

(4) EVIDENCE AT HEARINGS

- (a) Oral Presentations
- (b) Written Submissions
- (c) Technical Information
- (d) Questions from the SDAB
- (e) Questions from Participants
- (f) Site Visits

(5) POWERS OF THE SDAB

- (a) Completeness of Applications
- (b) Development Appeals
 - i. Permitted Use
 - ii. Discretionary Use
 - iii. Stop Orders
 - iv. Other Decisions of the Development Authority
- (c) Subdivision Appeals
- (d) Variance Power
- (e) Conditions

(6) LIMITATIONS ON THE SDAB'S AUTHORITY

- (a) Relevant Evidence (Proper Planning Considerations)
- (b) Addressing Irrelevant Evidence
- (c) Fettering Discretion
- (d) Improper Sub-delegation

(7) MAKING AND COMMUNICATING DECISIONS

- (a) Requirements for SDAB Decisions
- (b) Identifying Issues and Applicable Legislation, Plans and Policies
- (c) Findings of Fact
- (d) Applying Legislative and Planning Considerations
- (e) Attaching Conditions to Approvals
- (f) Implementation of Decisions

VII. TRAINING IMPLEMENTATION

 SDAB training sessions for members can be offered at the local or regional level; the province may also offer training sessions.

Classification: Public

BYLAW NO. 661-20

Subdivision and Development Appeal Board

WHEREAS Section 627 of the Municipal Government Act (MGA), R.S.A. 2000, Chapter M-26 as amended or replaced from time to time, requires that a Municipal Council establish a Subdivision and Development Appeal Board by bylaw.

NOW THEREFORE the Council of the Village of Innisfree, duly assembled, enacts as follows:

1. This Bylaw may be cited as the "Subdivision and Development Appeal Board Bylaw".

Definitions

- 2. In this bylaw:
 - a. "Appellant" means a person who, pursuant to the MGA, has served a notice of appeal on the Subdivision and Development Appeal Board.
 - b. "Council" means the Council of the Village of Innisfree.
 - c. "Development Application" means an application made to the Development Authority in accordance with the Village of Innisfree Land Use Bylaw, as amended or replaced from time to time, for the purpose of obtaining a development permit.
 - d. "Development Authority" means the persons established under the Development Authority Bylaw No. 542-19 to perform the functions of a development authority under the MGA.
 - e. "Development Permit" means a document authorizing a development issued in accordance with the Village of Innisfree Land Use Bylaw.
 - f. "Land Use Bylaw" means the Village of Innisfree Land Use Bylaw, as adopted and amended from time to time;
 - g. "MGA" means the *Municipal Government Act*, R.S.A. 2000, being Chapter M-26, as amended.
 - h. "Minister" means the Minister of Alberta Municipal Affairs.

Page 2 of 8

BYLAW NO. 661-20

Subdivision and Development Appeal Board

- i. "Subdivision Authority" means the persons established under the Village of Innisfree Subdivision Authority Bylaw No. 643-19 to perform the functions of a subdivision authority under the MGA.
- j. "Subdivision and Development Appeal Board" means the board established to hear development and subdivision appeals, pursuant to this Bylaw.
- k. "Subdivision and Development Appeal Board Clerk" means the person appointed to the position of Clerk as established under this Bylaw.
- 1. "Village" means the Village of Innisfree, in the Province of Alberta.

Establishment and Membership

- 3. The Subdivision and Development Appeal Board of the Village of Innisfree is hereby established.
- 4. The Subdivision and Development Appeal Board shall consist of three (3) members appointed by resolution of Council. A maximum of one (1) members shall be appointed from Council. A minimum of two (2) members shall be appointed from the public at large.
- 5. No person who is an employee of the Village or who is a Development Authority or a Subdivision Authority for the Village, or who is appointed as a Clerk of the Subdivision and Development Appeal Board, or who is a member of a Municipal Planning Commission shall be appointed to the Subdivision and Development Appeal Board.
- 6. Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of the Council.
- 7. Council may remove a member from the Subdivision and Development Appeal Board by resolution at any time.
- 8. Under extraordinary circumstances, such as when a large number of members of the Subdivision and Development Appeal Board may have a potential conflict of interest, the Council may appoint additional members of the Subdivision and Development Appeal Board for a specific, short period of time, as the Council sees fit, in order to attempt to ensure that the Subdivision and Development Appeal Board will have a quorum for a meeting or a hearing.

Page 3 of 8

BYLAW NO. 661-20

Subdivision and Development Appeal Board

9. If a member misses three consecutive meetings or hearings of the Subdivision and Development Appeal Board, Council will be notified.

Term of Office

- 10. Subject to Sections 6, 7, 8 and 9 of this bylaw, each member of the Subdivision and Development Appeal Board shall be appointed at the pleasure of the Council for a term to be determined by Council and may be reappointed upon the expiry of the term at the pleasure of the Council.
- 11. Where a member of Council is appointed as a member of the Subdivision and Development Appeal Board, their appointment shall terminate upon their ceasing to be a member of the Council.

Chairperson

- 12. The Subdivision and Development Appeal Board shall appoint a Chairperson by vote of the majority of the members.
- 13. A member may be re-elected to the position of Chairperson.
- 14. The Chairperson shall preside at the meetings of the Subdivision and Development Appeal Board.

Vice-Chairperson

- 15. A Vice-Chairperson shall be elected at the same time and under the same rules as the Chairperson.
- 16. A member may be re-elected to the position of Vice-Chairperson.
- 17. The Vice-Chairperson shall preside at the meetings of the Subdivision and Development Appeal Board in place of the Chairperson if the Chairperson, for any reason, does not preside at the meeting.
- 18. In the absence of the Chairperson and the Vice-Chairperson, one of the other members of the Subdivision and Development Appeal Board shall be elected to preside.

Clerk of the Subdivision and Development Appeal Board

19. Pursuant to Section 210(1) of the MGA, the position of designated officer for the limited purpose of carrying out the function of the Clerk to the Subdivision and Development

BM

K

BYLAW NO. 661-20

Subdivision and Development Appeal Board

Appeal Board is hereby established ("Subdivision and Development Appeal Board Clerk").

- The Subdivision and Development Appeal Board Clerk shall be appointed by resolution 20. of Council and shall not be a member of the Subdivision and Development Appeal Board.
- The Subdivision and Development Appeal Board Clerk shall have responsibilities and 21. functions including the following:
 - a. Makes and keeps a record of the Subdivision and Development Appeal Board proceedings which may be in the form of a summary of the evidence presented at a hearing.
 - b. Ensures statutory notices and decisions of the Subdivision and Development Appeal Board are provided to such persons as the MGA requires.
 - Compiles and provides Agenda and meeting packages to members and make available to the public.
 - Signs orders, decision, approval, notices, and other items given by the Subdivision and Development Appeal Board on its behalf.

Quorum and Meetings

- A quorum of the Subdivision and Development Appeal Board shall be two (2) members 22. of the Subdivision and Development Appeal Board.
- Unless an order of the Minister authorizes otherwise, a panel of the Subdivision and 23. Development Appeal Board hearing an appeal must not have more than one (1) Councillor as a member.
- The Subdivision and Development Appeal Board shall meet at such intervals as are 24. necessary to consider and decide appeals filed with it in accordance with the MGA, the Village of Innisfree Land Use Bylaw and Municipal Development Plan and any Intermunicipal Development Plan that the Village of Innisfree has adopted.
- The Clerk of the Subdivision and Development Appeal Board shall have prepared and 25. maintain a file of written Minutes of the business transacted at all meetings and hearings of the Subdivision and Development Appeal Board. These Minutes may be in the form of a summary of the activities undertaken, together with the motions made, at the meetings and hearings. The minutes of the Subdivision and Development Appeal Board may be approved without reconvening a meeting. Members of the Subdivision and Development

BYLAW NO. 661-20

Subdivision and Development Appeal Board

Appeal Board may approve the minutes in writing to the Clerk or at the next meeting of the Subdivision and Development Appeal Board.

- A member of the Subdivision and Development Appeal Board who, for any reason, is 26. unable to attend the whole or a part of any hearing of an appeal, shall not participate in the deliberations or decision of the Subdivision and Development Appeal Board upon that appeal.
- The Subdivision and Development Appeal Board may make rules as are necessary for the 27. conduct of its meetings, its hearings and its business that are consistent with this Bylaw, the Village's Land Use Bylaw, the Municipal Development Plan, Intermunicipal Development Plan and the MGA.

Fees and Expenses

- The remuneration, travelling, and other expenses of the members of the Subdivision and 28. Development Appeal Board and the Subdivision and Development Appeal Board Clerk, shall be established by Council from time to time.
- The fees associated with the launching of appeals, holding of hearings, and meetings of 29. the Subdivision and Development Appeal Board may be set by the Council in their Master Rates Bylaw, as amended from time to time.

Development Appeals

- Subject to Section 678 and 685 of the Act, the Subdivision and Development Appeal 30. Board shall hear appeals where the Development Authority for the Village:
 - a. refuses or fails to issue a development permit to a person.
 - b. issues a development permit subject to conditions, or;
 - c. issues an order under Section 645 of the MGA,

and appeals are launched within the time limitations and in the manner indicated in the MGA.

Subject to Sections 678 and 685 of the MGA, the Subdivision and Development Appeal 31. Board shall hear appeals from any person affected by an order, decision or development permit issued by the Development Authority, who appeals within the time limitations and in the manner indicated in the MGA.

Page 6 of 8

BYLAW NO. 661-20

Subdivision and Development Appeal Board

- 32. The Subdivision and Development Appeal Board shall hold an appeal hearing respecting any Development Appeal within 30 days of receipt of the notice of appeal.
- 33. The Subdivision and Development Appeal Board shall give at least 5 days notice in writing of the appeal hearing to:
 - a. the Appellant;
 - b. the Development Authority;
 - c. the owner(s) of the property under appeal, if applicable;
 - d. any other person that the Subdivision and Development Appeal Board Clerk considers to be affected by the appeal.
- 34. In determining an appeal, the Subdivision and Development Appeal Board:
 - a. shall comply with the Land Use Policies established pursuant to Section 622 of the MGA;
 - b. shall comply with any statutory plan and, the Land Use Bylaw of the Village of Innisfree.
 - c. may confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own;
 - d. may make an order or decision or issue or confirm the issue of a development permit even though the proposed development does not comply with the Land Use Bylaw if, in its opinion,
 - (i) the proposed development would not
 - (a) unduly interfere with the amenities of the neighbourhood, or
 - (b) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land, and;
 - (ii) the proposed development conforms with the use prescribed for that land or building in the Land Use Bylaw.

Page 7 of 8

D

BYLAW NO. 661-20

Subdivision and Development Appeal Board

The Subdivision and Development Appeal Board shall give its decision in writing 35. together with reasons for the decision within 15 days of the conclusion of the public hearing.

Subdivision Appeals

- Subject to Section 678 of the MGA, the Subdivision and Development Appeal Board 36. shall hear appeals of decisions of the Subdivision Authority provided an appeal is received within the time limitations and in the manner indicated in the MGA.
- The Subdivision and Development Appeal Board shall hold an appeal hearing respecting 37. any appeal within 30 days of receipt of the notice of appeal.
- The Subdivision and Development Appeal Board shall give at least 5 days notice in 38. writing of the appeal hearing to:
 - a. the appellant;
 - b. applicant for subdivision approval;
 - b. the Subdivision Authority;
 - c. any school authority to whom the application for subdivision approval was referred;
 - d. all adjacent land owners who were given notice of the application for subdivision approval pursuant to Section 653(3)(b) of the MGA;
 - e. every Government department that was given a copy of the application for subdivision approval pursuant to the MGA; and
 - f. any other municipality that is adjacent to the land that is the subject of the appeal.
- In determining an appeal, the Subdivision and Development Appeal Board: 39,
 - a. shall be consistent with the Land Use Policies established pursuant to Section 622 of the MGA;
 - b. shall have regard to any statutory plans which are in effect;

BYLAW NO. 661-20

Subdivision and Development Appeal Board

- c. shall conform with the uses of land referred to in the Village of Innisfree Land Use Bylaw, Municipal Development Plan and Intermunicipal Development Plan;
- d. may confirm, revoke or vary the approval or decision or any condition imposed by the Subdivision Authority or make or substitute a decision or any condition of its own;
- e. may exercise the same power as the Subdivision Authority is permitted to exercise pursuant to the MGA or any Regulations or Bylaws adopted pursuant to the MGA.
- 40. The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within 15 days of the conclusion of the public hearing.
- 41. Bylaw 508-95 and any amendments are hereby repealed.

Read a FIRST time this 20th day of October 2020.

Read a SECOND time this 17th day of November 2020.

Read a THIRD and FINAL time this 17th day of November 2020.

Mayor

Chief Administrative Office

COUNTY OF MINBURN NO. 27

4909 - 50th Street Vegreville, Alberta Canada T9C 1R6

Phone: (780) 632-2082 Fax: (780) 632-6296

www.MinburnCounty.ab.ca E-Mail: info@minburncounty.ab.ca

March 28, 2025

Peter Tarnawsky, Chief Administrative Officer Lamont County 5303 50th Avenue Lamont, AB T0B 2R0

Dear Peter,

Request to Enter into an Agreement with Lamont County for RE: Intermunicipal Subdivision and Development Appeal Board Services

I am writing to formally request that Lamont County consider entering into an agreement with the County of Minburn to provide Intermunicipal Subdivision and Development Appeal Board (ISDAB) services. Given the importance of ensuring an effective and impartial appeal process for subdivision and development matters, a partnership with Lamont County would enhance our ability to offer efficient and wellmanaged appeal services.

By entering into this agreement, both municipalities would benefit from a consistent approach to subdivision and development appeals in the region. This collaboration would also allow us to comply with legislative requirements while ensuring a fair and transparent process for all stakeholders.

I kindly request that this matter be brought forward for discussion at the next council meeting. Should you require any further information or wish to explore specific terms of the agreement, I would be happy to assist in facilitating discussions with Lamont County.

Thank you for your time and consideration. I look forward to your response.

Regards,

P. Padoharizny

Pat Podoborozny, C.E.T. CLGM

Chief Administrative Officer



BYLAW 882.24

FEES & CHARGES BYLAW

BEING A BYLAW OF LAMONT COUNTY IN THE PROVINCE OF ALBERTA TO SET THE FEES, RATES AND CHARGES BYLAW 882.24.

WHEREAS, the *Municipal Government Act*, R.S.A. 2000, c.M-26, (hereinafter referred to as "the Act"), as amended, provides that a municipality may pass bylaws for municipal purposes respecting services provided by the municipality; and

THE ACT, provides for the establishment of fees for licenses, permits and approvals by bylaw; and

THE ACT, proves for the provision of municipal utility services subject to the terms, costs or charges established by Council; and

THE ACT, provides that the municipality can provide copies of the information on payment of reasonable fees as established by bylaw.

NOW THEREHORE, the Council of Lamont County, duly assembles, hereby enacts the following:

- That the Fees, Rates, and Charges attached here to and forming part of this Bylaw as attached as Schedules A & B represents the fees, rates, and charges for 2025 applicable to the municipal services provided by Lamont County.
- 2. That Bylaw 877.24 is hereby repealed.
- 3. That this Bylaw comes into effect January 1, 2025.

READ a first time on this 10th day of December 2024.

READ a second time as amended on this 10th day of December 2024.

READ a third and final time on this 10th day of December 2024.

Signed this 10th day of December 2024.

Reeve David Diduck

CAO Peter Tarnawsk)

Fees and Charges Administration - Office of CAO

Good/Service	Unit	GST	Current Fee
FOIP			
FOIP Request			In accordance with FOIP Regulations
Governance Documents			
Minutes	Per Page	Taxable	\$0.50 (Black & White Copy Only)
Policies	Per Page	Taxable	\$0.50 (Black & White Copy Only)
Bylaws	Per Page	Taxable	\$0.50 (Black & White Copy Only)
Research			
Research Fee	Per Hour		\$25.00
Research Fee - Deposit			\$100.00

Fees and Charges Administration - Finance

Good/Service	Unit	GST	Current Fee	Proposed New Fee
Patricipal and Change				
Finance Change - all outstandim other Accounts Receivedbe	Monthly	Exempl	1.50%	
Mark A.	Each	Taxable	\$15.00	
Will Chines	Each	Exempt	\$25.00	
Research Fee	Hour	Taxable	\$25,00	
Research Fee - Deposit "Restaired only if more than 3 hours is estimated."	One Time	Exempt	\$100.00	
Shipship & Handing Feet	Each	Taxable	At Cost	
Adams surent Fore	-		Act and	
Assessment Sheets (Note: Free for Landownsr)	Each	Taxable	\$25.00	
Inspection of Assessment Roll * fee waived during 60 day completet period (Note: Free for Landowner)	Each	Extension	\$25.00	
Assessment Compilaint Fees			the state of	
Commercel & Industrial	Each	Exemple	3250.00	
	Caco	Exempl	On not	
"Foo is refunded if the LARB or CARB decides in taxor of the Complaint."				
Table Feet.	Bar Dana	Tarabla	\$0.50	
Local Theiston	Par Pane		\$1.00	
Carbana Less. Hamlet of Milland				
日右	Monthly		\$28.38	
Photocobying Feet		Section of the last		A CONTRACTOR OF THE PARTY OF TH
Black & White Coules	Per Page	Texable	\$0.60	
Cofor Caples	Por Page	Texable	\$1.00	
Taxanon Fees				
Tax Certificate (Motes: Free for Landowner)	Each	Taxcable	\$50.00	
Tax Notification - Addition	Each		At Cost	
Tax Neffication - Discharge	Each		At Cost	
New Avea of 1820	Caun		At Cost	
Any other charges from AB Land 100ss	Cach		No. of the last of	
Manufaced Transfer 2711 - Postubles White-	m3	Exempl	\$4.62	55.54
	Em3	Exempt	\$4.95	10000000000000000000000000000000000000
St. Michael Truck Fill - Mon-Porable Wattor	EE.	Exempt	\$3.18	8,5,82
St. Michael Truck Hill Monthly Service Charge	Monthly	Exempt	\$15.00	\$18.00
		Texable	\$40.00	540.00
St. Michael Ynuck Fill - Set Up Account Fee & Key Deposal "Returned to Customer when Kay to returned to County."	unty.* One Time	Exampt.	\$50.00	640 664
Bulk Water Access May Be Disconnected #flan 30 Days of Non-Payment.				
Water Free Harriet of St. Michael	-		6400 30	NE ABOUT
Residential Water - Non Material	Countries y	Evening	\$130.20 \$4.67	ない 1997年
Kentonita West - meterd	7	Cumuly	C260 28	MATING OR
	Fach	CXONIE	\$50.00	99 999
REGISTRIBUTED TO THE TRANSPORTURE OF THE TRANS	Once	Tsorable	At Cost	At Cost
	Once	Texasie	At Cost	At Cost
				A CONTRACTOR OF STREET
Indianizal Water - Meterad	SE	Exempt	Pre 2019 Accounts - \$2.84 plus line fee Boot 2019 Accounts - \$2.87 plus line fee	Pre 2019 Accounts - \$3.41 plus line fee Post 2019 Accounts - \$3.41 plus line fee
	200	Dependent	ACS.	
CONTINUED VARIETY IN V	ш3	Exempt	\$2.64 plus line fee	\$3.17 plus line fee
V Bringley CV PATCH ST WINDOWS TO THE STATE STAT	Monthy	Exempt	\$485.97	(2) できる。 (2) できる。 (3) できる。 (3) できる。 (4) できる。 (4) できる。 (4) できる。 (5) できる。 (5) できる。 (6) で。 (6)
Water Franch Danielling				
All Wither Accounts Recivable Accounts	Monthly	Exempt	1.50%	1.50%
Water Faes - Usar Directly Connected to the 258 Waterline				
Industrial Water - Mater - Mater	£	Enempt	54.62	75 WH
Commercial Water - Metered	EE .	Exempl	\$4.62	\$50.00d
	Months	Exempl	N.	털

Fees and Charges Protective Services - Fire Services

Good/Service	Unit	Current Fee
Administration		
Fire File Search	Hour	\$50.00
Fire Report Copy	Each	\$25.00
Fire Inspections		
Initial Inspection of an Occupancy	Each	No Charge
1st Reinspection of an Occupancy	Each	No Charge
2nd Reinspection of an Occupancy	Each	\$200.00
3rd and Subsequent Reinspections of an Occupancy	Each	\$400.00
Fire Inspection Letter	Hour	\$50.00
Occupant Load Certificate	Each	\$50.00
Occupant Load Certificate - Non-Profit Community Group	Each	No Charge
Fire investigations		
Letters of Investigation Summary	Each	\$100.00
Fire Investigation - Incident	Each	\$150.00
Fire Investigation - Incident After 3rd Hour	Hour	\$50.00
Incident Response to Structure Fires, Wildland Fires & Vehicle Incidents		
*Minimum one hour charge, per unit.		
Any unit response on Provincial Highway		As Per Alberta Infrastructure and Transportation Policy
Pumper (Engine) Truck	Hour	\$450.00
Tender (Tanker) Truck	Hour	\$300.00
Brush (Wildland) Truck	Hour	\$450.00
ATV/UTV/Other Specialty Equipment	Hour	\$150.00
Command Vehicle	Hour	\$185.00
Rescue Truck	Hour	\$450.00
Permits/Fire Prevention		
Low Hazard Fireworks Permit (Per Event)	Each	No Charge
High Hazard Fireworks Permit (Per Event) - Including Pyrotechnics	Each	\$150.00
 Public Displays involving Non-Profit Organizations 	Each	No Charge
Fire Permit (Burn Permit)	Each	No Charge
False Alarm Fees		
1st False Alarm	Each	Warning (No Charge)
2nd False Alarm	Each	\$150.00
3rd False Alarm	Each	\$250.00
4th and Subsequent Faise Alarms	Each	\$400.00
Miscelleanous		
Third Party Service Cost Recovery		Cost Recovery PLUS 10%

Fees and Charges Community Peace Officer

Good/Service	Unit	CST	Current Fee
Roadata Services			
Transportation Routing & Vehicle Information System - Multi Jurisdictual - Application Fee	Each		\$15.00
Multiple Legal Loads	Each		\$225.00
Service Rig	Each		\$150.00
Single Overweight Loads	Each		\$75.00
Road Use Aggreements			
Administration Fee	Each		\$50.00
Pre Inspection of Roads	Each		\$150.00
Post Inspection of Roads	Each		\$150.00
Drilling Rig Well Site Inspections			
Equipment Move Ins	Each		\$225.00
Equipment Move Outs	Each		\$225.00
Aggregate Levy			
Clay Levy (Policy 4205; Mineral Soils Extraction Reserve Levy) Per Road Use Agreement	Per Tonne	Exempt	\$0.40

Fees and Charges Public Works

1

Good/Service	Unit	GST	Current Fee
Grader Flags			
Regular Flags	Each	Taxable	\$125.00
Medical Flags	Yearly	Taxable	\$100.00
Senior Flags	Yearly	Taxable	\$200.00
Signage			
Children at Play Signs (installation of two signs, materials, labour)	Each		\$600.00
Inspections & Permits			
Approach Inspections (Pre & Post included)	Each		\$350.00
Pipelines Crossings on Right of Ways	Each		\$250.00
Seismic Operations Permit	Each		\$250.00
Right of Access and/or Waiver Request for Existing Approaches	Each		\$250.00
Right of Access and/or Waiver Request for Utility Company & Poles on Right of Way	Each		\$250.00
Road Closure Application	Each		\$3,000.00
Dust Abstement			
Calcium Chloride (122 meters)	Each	Taxable	\$700.00
Calcium Chloride - Additional 30 Meters	Meter	Taxable	\$175.00
Magnesium Chloride (122 meters)	Each	Taxable	\$800.00
Magnesium Chloride - Additional 30 Meters	Meter	Taxable	\$200.00
SC-250 Oil (122 meters)	Each	Taxable	\$9,000.00
SC-250 Oil - Additional 30 Meters	Meter	Taxable	\$2,250.00
Approach Refundable Deposits			
7, 8, or 9 Meter Approach (*See Note 1)	Each	Exempt	\$3,500.00
10, 11, or 12 Meter Approach (*See Note 1)	Each	Exempt	\$4,720.00
Lamco Gas Coop			
Pipelines Crossings on Right of Ways	Each		\$0.00
	Annual Commence of the last of	American Company of the Company of t	

Note 1:

When a landowner applies for a 2nd (or more) or expanded approach, an agreement will be entered into. A security deposit will be provided in the form of a cheque or other negloable instruments & will be held for a maximum of six months, at which time a new cheque (or negloable instrument) must be provided.

Fees and Charges Planning & Development

Compliance Certificate			
Standard	Each	\$180.00	\$250.00
Pommonical/Industrial	Fach	\$250.00	\$350.69
Deutschmann Permits			
Residential	Each	\$250.00	
Accessory to Residential	Each	\$250.00	
Additions & Renovations	Each	\$250.00	
Manufactured Homes	Each	\$250.00	
Not for Profit	Each	No charge	
Commencal/Industrial	Each	\$800.00 Plat Fee PLUS \$1.00/1,000 of development costs to a max of \$12,000 (max does not Include flat fee)	
Light, Medium, & Hoavy Industrial	Each	\$1,500,00 Flat Fee PLUS \$1,00/1,000 of development costs to a max of \$16,000 (max does not include fiat fee) \$5,000,00 Deposit is required.	\$1,500.08 Flat Fee plus \$1,00/54,000 of development costs to a max of \$15,000.00 (max does not include flat fee) + \$7,500.00 daposit required.
Natural Resource Extraction	Each	\$2,500.00 Flat Fee PLUS \$100.00 per hectare to a max of \$5,000.00 (max does not include flat fee) Reapplication fee = \$1,500.00	\$2,500.00 Ftat Fee plus \$100/ha to max of \$7,500.09 (max does not include ffat fee)
Uses Other Than Res/Com/Ind/Inst	Each	\$1,000.00	
Major Home Occupation	Each	\$300.00 Plus Discretionary	
Discretionary Usas	Each	\$250.00 additional to regular permit fee	
Variances	Each	\$250.00 additional to require permit tae	Dispersion State
	Home		MANAGEM MAN
Normit-Renewale/Revisions-Non-Residential	Property 1	#ABCAR	EDBL of constant dense landscool manners from
Develor ment Permit Renewals	ESOCO PARTIES OF THE		OUT THE CHILD STATE OF THE CONTROL O
Des Des to DD Assilication	Each	Permit fee x 2	
Construction Towers	Each	\$1,000,00	
Amateurf-lam Towers	Each	\$300.00	
Demolition Permits		As per permit fees.	
Development Agreements			
Residential	Each	\$500.00	
Commercal/Institutional	Each	81,000,00	
hdustrial	EBCU	CONTROL CO	
Subdivision Fees Note: Fees are non-refundable and subject to change without notice.	*		
Standard Subdivision Fee at Application	Each	\$900.00 PLUS \$250.00 per lot created. Ex First Parcel out is \$900 + \$250 for new lot + \$250 for remnent lot, for a total of \$1,400	\$1,100.00 PLUS \$250.00 per lot created.
Boundary Adlustment	Each	\$600,00/lot PLUS \$250,00/lot	\$1,000.00
Extension	Each	\$250.00 for the 1st Extension Stop on for the 2nd Extension	
	T dec 1	00 0369	
Re-Grounding	Fach	\$20.00 per title	
Final Endorsament Fee	Each	\$1,000.00	
Approach Refundable Deposit	Each Exempt	npt \$3,500.00	
Approach Construction Deposit for Endorsement	Esch		\$7,500,00 + GST
Cash in-Lieu of Municipal Reserve	Aore Exempt	71,500 per acre	\$2,509.00 per acre
Amendments Fees	Fact	\$7,000,00 Pt US \$1,000,00 edvertisha costs	
Area Sulcuite Pari	583	\$7,000,00 Pt.US \$1,000.00 advertising costs	
Land Use Bylew	Each	\$7,000,00 PLUS \$1,000.00 advertising costs	

Land Use Bylaw Amendment (Direct Control)	Esch		\$8,000.00 + \$1,000.00 edvertising costs
Other Fees			
Bushness Licence	Yearly	\$30.00	\$80.00
ISDAB Appeal Fee	Each	\$300.00 (non-refundable)	
New Area Structure Plan	Each	\$10,000 PLUS \$200 per hectare to a max of \$35,000	\$10,000 PLUS \$200 per hectare to a max of \$35,000.00 + \$1,000.00 advertising costs
New Development Concept Plan	Each	\$7,000.00 PLUS referral & adventising costs \$10,000 deposit required (\$5,000 is non-refundable)	
Caveatilisarument Discharge	Each		\$75.00
Registered Subdivision Plan Cancellation	Each		81,500.00
Refunds	Each		75% before raforral; 25% during referral period; no refund after referral period.
File Search	Each	\$150.00 PLUS extra charge for photocopies	\$75,00/hour + Extra for photocopies (2 hours minimum)

** Fees for processes not included in this table will be at the discretion of the Planning Director based upon a comparable application type,**

Fees and Charges Agricultural Services Board

re relieura de sel vice de la		
Good/Sarvice	Unit GST	T Current Fee
Administration Fees		
Cleaning Charge - For Each Plece of Equipment which has been Returned in a Condition Required by ASB Staff	Each	\$50.00
Handling Charge - For Each Piece of Equipment which the ASB Staff must return to PW Yard.	Each	\$50.00
Snaps & Clotter Pins - All Equipment is Supplied with Safety Snaps & Clotter Pins. If Equipment is Returned with these items missing, a Fee is Charged.	Each	\$3.00
Age Verification for Animals		
Rental Equipment Fees		
Deposits will be refunded after equipment has been inspected, found to be in good working order, and returned within the specified time. Weekends are determined from 2:00 P.M., Friday to 9:00 A.M. the following Monday and are considered as one day rental period.	ood working order, ar considered as one di	d returned within the specified time. Weekends iy rental period.*
Unit #4508 - Trailer Spraver	Day	\$50.00 with \$300 Deposit
Unit #4509 - Trailer Spraver	Day	\$50.00 with \$300 Deposit
Unit #4520 - Pasture/Range Sprayer	Day	\$50.00 with \$300 Deposit
Unit #4521 - Morand Cattle Squeeze	Day	\$50.00 with \$300 Deposit
Unit #4519 - Morand Cattle Squeeze with Palp	Day	\$50.00 with \$300 Deposit
Unit #4512 - Paul Scale	Day	\$50.00 with \$150 Deposit
Unit #4511 - Hoof Trimming Turntable	Day	\$30.00 with \$150 Deposit
Unit #4514 - Tree Planter	Day	\$15.00 with \$150 Deposit
Scare Cannons	Day	No Daily Fee with \$300 Deposit
_	Day	No Daily Fee with \$300 Deposit
low items require refundable	. Deposit is non-refu	e deposit if returned within 10 days. Deposit is non-refundable if equipment is damaged or not returned
within 10 days.		
Backpack Sprayer	1 available	\$100 Deposit
Soil Sampler	1 available	\$100 Deposit
Feed Samplers	2 available	\$100 Deposit
Skunk Traos	3 available	\$100 Deposit
Mappie Traps	3 available	\$100 Deposit
Raccoon Traps	4 available	\$100 Deposit
Rural Address Signs Fees		
New & Replacement Signs	Each	\$60.00

LAMONT COUNTY **BUILDING PERMIT FEE SCHEDULE**

Residential Installations

Description	Permit Fee – not including SCC levy*	
New Single-Family Dwellings	\$0.52 per sq. ft. (Main Floor)	
	\$0.41 per sq. ft. (Upper / Lower Floors)	
Renovation, Addition, Basement Development (not at time of new home construction)	\$0.41 per sq. ft of developed area minimum \$150.00	
Garages (attached/detached) under 624 sq. ft.	\$150.00	
Garages / Shops/ Storage buildings over 624 sq. ft.	\$0.41 per sq. ft.	
Decks or Garden Sheds (under 150 sq. ft.)	\$120.00	
Relocation of a home - basement foundation or crawl space	\$0.39 per sq. ft, of developed area minimum \$150.00	
Placement of home (only)	\$150.00	
Modular Home (RTM etc.)	\$350,00	
Basement Development	\$0.41 per sq. ft.	
Manufactured Home Setup	\$210.00	
Basement development (if on foundation)	\$0.41 per sq. ft.	
Fireplaces, woodstoves (if not included in new construction)	\$110.00	
Demolition (Residential)	\$110.00	
Geothermal	\$260.00	

Commercial, Industrial, Institutional

Description	Permit Fee – not including SCC levy*
New, Addition, Renovation	\$7.50/\$1,000 of Project Value up to \$1,000,000 \$7,500 plus \$6.00/\$1,000 of project value over \$1,000,000
Demolition	\$200.00
Minimum Building Permit Fee	\$400.00

**NOTE: Project Value is based on the actual cost of material and labour
*SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560.00
Work commencing without a permit will result in the permit fee being **DOUBLED** up to a maximum of \$500.00.
Re-inspections performed in addition to those required by the County QMP will be charged to the permit applicant at the rate of \$150.00 per inspection plus GST.

LAMONT COUNTY ELECTRICAL PERMIT FEE SCHEDULE

Single Family Dwellings					
Square Footage	Permit Fee	SCC Levy	Total Fee		
0 — 1200	\$160.00	\$6.40	\$166.40		
1200 - 1500	\$185.00	\$7.40	\$192.40		
1501 2000	\$210.00	\$8.40	\$218.40		
2001 2500	\$235.00	\$9.40	\$244.40		
Over 2500	\$260.00	\$10.40	\$270,40		
Attached Garage	include square footage of garage with house				
Manufactured, Modular and RTM Homes (on foundation or basement)	\$120.00 \$4.80 \$124.		\$124.80		
Mobile Home Connection	\$95.00	\$4.50	\$99.50		
Basement Development wiring - new home - if done at time of initial construction (otherwise as per above)	include square footage of basement with house				
Detached Garages (under separate permit)	\$0.25/	sq. ft. (minimum \$95	.00)		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Work commencing without a permit will result in the permit fee being DOUBLED

up to a maximum of \$500

LAMONT COUNTY ELECTRICAL PERMIT FEE SCHEDULE

Commercial, Industrial, Institutional (Contractors Only)

Farm Buildings (Owners & Contractors)

		HIJKT.	Dunumgs (Iwners & Contractor
Installation Cost	Permit Fee	SCC Levy	Total Fee	Installation Cost
500.01 - 1,000	\$95.00	\$4.50	\$99.50	38,001.00 - 39,000.0
1,001 - 1,500.00	\$110.00	\$4.50	\$114.50	39,001.00 - 40,000.0
1,500.01 - 2,000.00	\$120.00	\$4.80	\$124.80	40,001.00 - 41,000.0
2,000.01 - 2,500.00	\$130.00	\$5.20	\$135.20	41,001.00 - 42,000.0
2,500.01 - 3,000.00	\$140,00	\$5,60	\$145,60	42,001,00 - 43,000.0
3,000.01 - 3,500.00	\$150.00	\$6,00	\$156,00	43,001.00 - 44,000.0
3,500.01 - 4,000.00	\$160.00	\$6,40	\$166,40	44,001,00 - 45,000,0
4,000.01 - 4,500.00	\$170.00	\$6,80	\$176.80	45,001.00 - 46,000.0
4,500.01 - 5,000.00	\$180.00	\$7.20	\$187.20	46,001.00 - 47,000.0
5,000.01 - 5,500.00	\$190.00	\$7.60	\$197.60	47,001.00 - 48,000.0
5,500.01 - 6,000.00	\$200.00	\$8,00	\$208.00	48,001.00 - 49,000.0
6,000.01 - 6,500.00	\$210.00	\$8.40	\$218,40	49,001.00 - 50,000.0
6,500.01 - 7,000.00	\$220,00	\$8,80	\$228.80	50,001.00 - 60,000.0
7,000.01 - 7,500.00	\$230.00	\$9.20	\$239.20	60,001.00 - 70,000.0
7,500.01 - 8,000.00	\$240.00	\$9.60	\$249.60	70,001.00 - 80,000.0
8,000.01 - 8,500.00	\$250.00	\$10.00	\$260.00	80,001.00 - 90,000,0
8,500.01 - 9,000.00	\$260,00	\$10.40	\$270,40	90,001.00 - 100,000
9,000.01 - 9,500.00	\$270.00	\$10.80	\$280.80	100,001.00 - 110,00
9,500.01 - 10,000.00	\$280.00	\$11.20	\$291.20	110,001.00 - 120,00
10,000.01 - 11,000.00	\$290,00	\$11.60	\$301,60	120,001.00 - 130,00
11,000.01 - 12,000.00	\$300.00	\$12.00	\$312.00	130,001.00 - 140,00
12,000.01 - 13,000.00	\$310.00	\$12.40	\$322.40	140,001.00 - 150,00
13,000.01 - 14,000.00	\$320.00	\$12.80	\$332.80	150,001.00 - 160,00
14,000.01 - 15,000.00	\$330.00	\$13.20	\$343.20	160,001.00 - 170,00
15,000.01 - 16,000.00	\$340.00	\$13.60	\$353.60	170,001.00 - 180,00
16,000.01 - 17,000.00	\$350.00	\$14.00	\$364.00	180,001.00 - 190,00
17,000.01 - 18,000.00	\$360.00	\$14.40	\$374.40	190,001.00 - 200,00
18,000.01 - 19,000.00	\$370.00	\$14.80	\$384.80	200,001.00 - 210,00
19,000.01 - 20,000.00	\$380.00	\$15.20	\$395.20	210,001.00 - 220,00
20,000.01 - 21,000.00	\$390.00	\$15.60	\$405.60	220,001,00 - 230,00
21,000.01 - 22,000.00	\$400.00	\$16.00	\$416.00	230,001.00 - 240,00
22,000.01 - 23,000.00	\$410,00	\$16.40	\$426,40	240,001.00 - 250,00
23,000.01 - 24,000.00	\$420.00	\$16.80	\$436.80	250,001.00 - 300,00
24,000.01 - 25,000.00	\$430.00	\$17.20	\$447.20	300,001.00 - 350,00
25,000.01 - 26,000.00	\$440.00	\$17.60	\$457.60	350,001.00 - 400,00
26,000.01 - 27,000.00	\$450.00	\$18.00	\$468.00	400,001.00 - 450,00
27,000.01 - 28,000.00	\$460.00	\$18.40	\$478.40	450,001.00 - 500,00
28,000.01 - 29,000.00	\$470,00	\$18.80	\$488.80	500,001.00 - 550,00
29,000.01 - 30,000.00	\$480.00	\$19.20	\$499.20	550,001.00 - 600,00
		\$19.60	\$509.60	600,001.00 - 660,00
30,000.01 - 31,000.00	\$490.00	Accession to the second		650,001.00 - 700,00
31,000.01 - 32,000.00	\$500.00	\$20.00	\$520.00	700,001.00 - 750,00
32,000.01 - 33,000.00	\$510.00	\$20.40	\$530.40	750,001.00 - 800,00
33,000.01 - 34,000.00	\$515,00	\$20.60	\$535.60	w. Communication of the Commun
34,000.01 - 35,000.00	\$520.00	\$20.80	\$540.80	800,001.00 - 850,00
35,000.01 - 36,000.00	\$525.00	\$21.00	\$546.00	850,001,00 - 900,00
36,000.01 - 37,000.00	\$530.00	\$21.20	\$551.20	900,001.00 - 950,00
37,000.01 - 38,000.00	\$535.00	\$21.40	\$556.40	950,001.00 - 1,000

	THE RESERVE OF THE PARTY OF THE		***************************************
4-W-4'	Permit	SCC	TatalFaa
Installation Cost	Fee	Levy	Total Fee
38,001.00 - 39,000.00	\$540.00	\$21,60	\$561.60
39,001.00 - 40,000.00	\$545.00	\$21.80	\$566.80
40,001.00 - 41,000.00	\$550.00	\$22.00	\$572.00
41,001.00 - 42,000.00	\$555.00	\$22.20	\$577.20
42,001.00 - 43,000.00	\$560.00	\$22,40	\$582.40
43,001.00 - 44,000.00	\$565.00	\$22.60	\$587.60
44,001.00 - 45,000.00	\$570.00	\$22.80	\$592,80
45,001.00 - 46,000.00	\$575.00	\$23.00	\$598.00
46,001.00 - 47,000.00	\$580.00	\$23.20	\$603.20
47,001.00 - 48,000.00	\$585.00	\$23.40	\$608.40
48,001,00 - 49,000,00	\$590.00	\$23,60	\$613.60
49,001.00 - 50,000.00	\$600.00	\$24.00	\$624.00
50,001.00 - 60,000.00	\$610.00	\$24,40	\$634.40
60,001.00 - 70,000.00	\$620.00	\$24,80	\$644.80
70,001.00 - 80,000.00	\$625,00	\$25.00	\$650.00
80,001.00 - 90,000,00	\$630.00	\$25,20	\$655.20
90.001.00 - 100.000.00	\$645.00	\$25.80	\$670.80
100,001.00 - 110,000.00	\$700.00	\$28.00	\$728.00
110,001.00 - 120,000.00	\$745.00	\$29.80	\$774.80
120,001,00 - 130,000.00	\$790.00	\$31,60	\$821.60
130,001.00 - 140,000.00	\$830.00	\$33,20	\$863.20
140,001.00 - 150,000.00	\$875.00	\$35.00	\$910.00
150,001.00 - 160,000.00	\$920.00	\$36.80	\$956.80
160,001.00 - 170,000.00	\$960.00	\$38,40	\$998.40
170,001.00 - 180,000.00	\$1,000.00	\$40.00	\$1,040,00
180,001.00 - 190,000.00	\$1,040.00	\$41.60	\$1,081.60
190,001.00 - 200,000.00	\$1,080.00	\$43.20	\$1,123,20
200,001.00 - 210,000.00	\$1,120.00	\$44.80	\$1,164.80
210,001.00 - 220,000.00	\$1,160.00	\$46.40	\$1,206.40
220,001.00 - 230,000.00	\$1,200.00	\$48.00	\$1,248.00
230,001.00 - 240,000.00	\$1,240.00	\$49.60	\$1,289.60
240,001.00 - 250,000.00	\$1,290.00	\$51.60	\$1,341.60
250,001.00 - 300,000.00	\$1,380.00	\$55.20	\$1,435.20
300,001.00 - 350,000.00	\$1,480.00	\$59.20	\$1,539.20
350,001.00 - 400,000.00	\$1,565.00	\$62.60	\$1,627.60
400,001.00 - 450,000.00	\$1,665.00	\$66.60	\$1,731.60
450,001.00 - 500,000.00	\$1,765,00	\$70.60	\$1,835.60
500,001.00 - 550,000.00	\$1,865.00	\$74.60	\$1,939.60
550,001.00 - 600,000.00	\$1,965.00	\$78.60	\$2,043.60
600,001.00 - 660,000.00	\$2,065.00	\$82.60	\$2,147.60
650,001.00 - 700,000.00	\$2,165.00	\$86.60	\$2,251.60
700,001.00 - 750,000.00	\$2,265.00	\$90.60	\$2,355.60
750,001.00 - 800,000.00	\$2,365.00	\$94.60	\$2,459.60
800,001.00 - 850,000.00	\$2,465.00	\$98.60	\$2,563.60
850,001,00 - 900,000.00	\$2,565.00	\$102.60	\$2,667.60
900,001.00 - 950,000.00	\$2,665.00	\$106.60	\$2,771.60
950,001.00 - 1,000,000.00	\$2,765.00	\$110.60	\$2,875.60

For projects over \$1,000,000 divide the total installation cost by \$1,000 and then times by 2.765 plus SC Levy

Work commencing without a permit will result in the permit fee being **DOUBLED** up to a maximum of \$500.00. Re-inspections performed in addition to those required by the County QMP will be charged to the permit applicant at the rate of \$150.00 per inspection plus GST.

^{*} SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

LAMONT COUNTY GAS PERMIT FEE SCHEDULE

Residential Installations

Number of Outlets	Permit Fee	SCC Levy	Total Fee
1	\$95.00	\$4.50	\$99.50
2	\$100.00	\$4.50	\$104.50
3	\$110.00	\$4.50	\$114.50
4	\$125.00	\$5.00	\$130.00
5	\$135.00	\$5.40	\$140.40
6	\$145.00	\$5.80	\$150.80
7	\$160.00	\$6.40	\$166.40
8	\$175.00	\$7.00	\$182.00
9	\$190.00	\$7.60	\$197.60
10	\$210.00	\$8.40	\$218.40
11	\$215.00	\$8.60	\$223.60
12	\$220.00	\$8.80	\$228.80
13	\$230.00	\$9.20	\$239.20
14	\$240.00	\$9.60	\$249.60
15	\$250.00	\$10.00	\$260,00
16	\$255.00	\$10.20	\$265,20
17	\$260.00	\$10.40	\$270.40
18	\$265.00	\$10.60	\$275.60
19	\$270.00	\$10.80	\$280.80
20	\$275.00	\$11.00	\$286.00
Over 20	\$275.00 pl	lus \$5.00 per outlet ov	er 20

Description	Permit Fee	SCC Levy	Total Fee
Propane Tank Set (does not include connection to appliance)	\$90.00	\$4.50	\$94.50
Temporary Heat (includes tank set)	\$90.00	\$4.50	\$94.50

^{*} SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Work commencing without a permit will result in the permit fee being **DOUBLED** up to a maximum of \$500

LAMONT COUNTY GAS PERMIT FEE SCHEDULE

Commercial, Industrial, Institutional

BTU Input	Permit Fee	SCC Levy	Total Fee	
0 to 150,000	\$115.00	\$4.60	\$119.60	
150,001 to 250,000	\$140.00	\$5.60	\$145.60	
250,001 to 500,000	\$185.00	\$7.40	\$192.40	
500,001 to 1,000,000	\$255.00	\$10.20	\$265.20	
1,000,000 to 2,000,000	\$275.00	\$11.00	\$286.00	
Over 2,000,000	•	\$275.00 plus \$6.00 per 100,000 (or portion of) over 2,000,000 BTU		

Re	placement Appliances		
BTU Input	Permit Fee	SCC Levy	Total Fee
0 to 400,000	\$145.00	\$5.80	\$150.80
400,001 to 3,000,000	\$225.00	\$9.00	\$234.00
Over 3,000,000	\$325.00	\$13.00	\$338.00
	not include connection		The A. I. Francisco
Description of Work	Permit Fee	SCC Levy	Total Fee
Tank Set Only	\$100,00	\$4.50	\$104.50

^{*} SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Work commencing without a permit will result in the permit fee being **DOUBLED** up to a maximum of \$500

LAMONT COUNTY PLUMBING PERMIT FEE SCHEDULE

Residential & Non-residential Installations

Number of Fixtures	Permit Fee	SCC Levy	Total Fee
1	\$95.00	\$4.50	\$99.50
2	\$100.00	\$4.50	\$104.50
3	\$105.00	\$4,50	\$109.50
4	\$110.00	\$4.50	\$114.50
5	\$115.00	\$4.60	\$119.60
6:	\$120.00	\$4.80	\$124.80
7	\$125.00	\$5.00	\$130.00
8	\$130.00	\$5.20	\$135.20
9	\$135.00	\$5.40	\$140.40
10	\$140.00	\$5.60	\$145.60
I I	\$145.00	\$5.80	\$150.80
12	\$150.00	\$6.00	\$156.00
13	\$155.00	\$6.20	\$161.20
14	\$160.00	\$6.40	\$166.40
15	\$165,00	\$6.60	\$171.60
16	\$170.00	\$6.80	\$176.80
17	\$175.00	\$7.00	\$182.00
18	\$180.00	\$7.20	\$187,20
19	\$185.00	\$7.40	\$192.40
20	\$190.00	\$7.60	\$197.60
21	\$195.00	\$7.80	\$202.80
22	\$200.00	\$8.00	\$208.00
23	\$205.00	\$8.20	\$213.20
24	\$210.00	\$8.40	\$218.40
25	\$215.00	\$8.60	\$223.60
26	\$220.00	\$8.80	\$228.80
27	\$225.00	\$9.00	\$234.00
28	\$230.00	\$9.20	\$239.20
29	\$235.00	\$9.40	\$244.40
30	\$240.00	\$9.60	\$249.60
31	\$245.00	\$9.80	\$254.80
32	\$250.00	\$10.00	\$260.00
33	\$255.00	\$10.20	\$265.20
34	\$260.00	\$10.40	\$270.40
35	\$265.00	\$10.60	\$275.60
36	\$270.00	\$10.80	\$280.80
37	\$275.00	\$11.00	\$286,00
38	\$280.00	\$11.20	\$291.20
39	\$285.00	\$11.40	\$296.40
40	\$290.00	\$11.60	\$301.60

Add \$4.00 for each fixture over 40

Work commencing without a permit will result in the permit fee being **DOUBLED**up to a maximum of \$500

^{*} SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

LAMONT COUNTY PRIVATE SEWAGE PERMIT FEE SCHEDULE

Description	Permit Fee	SCC Levy	Total Fee
Holding Tanks	\$150.00	\$6.00	\$156.00
Fields, Open Discharge, Mounds, Sand Filters, Treatment Tanks, etc.	\$375.00	\$15.00	\$390.00

^{*} SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

Work commencing without a permit will result in the permit fee being **DOUBLED**up to a maximum of \$500

LAMONT COUNTY Additional Charges

Description of Service	Agency Hourly Fee	
Emergency Services	\$125.00/hour	
Investigation Services	\$125.00/hour	
Public Works Complaints	\$125.00/hour	
Existing Private Sewage Systems (including subdivision approval)	\$125.00/hour minimum 2 hour charge plus GST (billable to the applicant)	
Travel Costs (When inspection not associated with a permit)	\$0.68/km	

AN AGREEMENT DATED THIS 8th DAY OF OCTOBER, 2019. BETWEEN

LAMONT COUNTY

"County"

- and -

TOWN OF LAMONT

"Lamont"

- and -

TOWN OF BRUDERHEIM

"Bruderheim"

- and -

TOWN OF MUNDARE

"Mundare"

- and -

VILLAGE OF ANDREW

"Andrew"

- and -

VILLAGE OF CHIPMAN

"Chipman"

(hereinafter and collectively referred to as the "Municipalities")

LAMONT COUNTY, TOWN OF LAMONT, TOWN OF BRUDERHEIM, TOWN OF MUNDARE, VILLAGE OF ANDREW AND VILLAGE OF CHIPMAN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD AGREEMENT

WHEREAS Section 627 of the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, authorizes municipalities to enter into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS the Councils for the respective Municipalities have determined that it is appropriate to establish an Intermunicipal Subdivision and Development Appeal Board for the purposes of hearing appeals from decisions made by the subdivision authority and development authority of each respective municipality;

NOW THEREFORE in consideration of the premises and mutual terms, conditions and covenants to be observed and performed by each of the parties hereto, the Municipalities agree as follows:

1. DEFINITIONS

- a. "Act" means the *Municipal Government Act*, RSA 2000, c. M-26 as amended from time to time.
- b. "Appellant" means a person who, pursuant to the Act, has filed a notice of appeal with the Intermunicipal Subdivision and Development Appeal Board.
- c. "Clerk" means the person appointed by the Council of the County to act as Clerk for the ISDAB.
- d. "Council" means the individual Councils of the Municipalities.
- e. "Intermunicipal Subdivision and Development Appeal Board" ("ISDAB") means the appeal board established by the Municipalities by this Agreement pursuant to s. 627 and 628 of the Act.
- f. "Member" means a member of the ISDAB.
- g. "Municipality" means any of the Municipalities that are a party to this Agreement.
- h. "Towns" means Lamont, Bruderheim and Mundare.
- i. "Quorum" means three (3) members of the ISDAB to act at a hearing.
- j. "Village" means Andrew and Chipman.

All other terms used in this Agreement shall have the meaning assigned to them in the "Act".

2. ESTABLISHMENT

a. The Intermunicipal Subdivision and Development Appeal Board is hereby established.

- b. The ISDAB has all the powers, duties and responsibilities of a Subdivision Development and Appeal Board under the Act and the Subdivision and Development Regulations passed pursuant to the Act.
- c. The ISDAB Procedures as set out in Schedule "A" are incorporated into and shall form part of this Agreement.

3. FUNCTION AND DUTIES

a. The ISDAB shall hear all subdivision and development appeals, as set out in Part 17, Division 10 of the Act, in accordance with the requirements of the Act and this Agreement.

4. MEMBERSHIP

- a. The ISDAB shall consist of a maximum of twelve (12) Members at large appointed by resolution of the Council for the County.
- b. Council for the County shall make reasonable efforts to attract candidates and appoint Members who are residents in each of the Municipalities. Council for each of the Towns may, but is not required to, recommend one (1) Member for appointment by Council for the County.
- c. No person shall be appointed as a Member of the ISDAB who is:
 - i. a councillor for a Municipality;
 - ii. an employee of a Municipality who carries out subdivision and development powers, duties and functions on behalf of the Municipality, or;
 - iii. a member of a Municipality's municipal or intermunicipal planning commission.
- d. In the event a Member vacancy occurs on the Board, it may be filled by resolution of the Council for the County for the remainder of the term of the vacated Member position.
- e. Council for the County may, by resolution, remove a Member from the ISDAB at any time if:
 - i. In the majority opinion of Council for the County or the majority opinion of the Board, a Member is not performing their duties satisfactorily in accordance with this Agreement and the Act, or;
 - ii. A Member is absent for more than three (3) consecutive meetings of the Board without reasonable excuse.

- f. Council for the County may, by resolution, appoint additional trained Members to the ISDAB for a specific short period of time, as the Council for the County sees fit, in order to ensure that the ISDAB will have a quorum for a meeting or hearing.
- g. Members shall adhere to the Member Rules of Conduct as set out in Schedule "B" to this Agreement.
- h. Members are expected to participate in any training offered by the Municipalities or the Province, to assist them in carrying out their duties as Members of the ISDAB.

5. TERM OF OFFICE

- a. The term of office for Members shall be four (4) years. Regardless of the date of appointment, the expiry of the term of office for all Members will be December 31 in the year of the general municipal elections.
- b. Members may be reappointed by Council for the County for one additional term subject to their written application to do so in accordance with the advertised request for Board Members.
- c. Any Member may resign from his position on the Board by sending written notice to the Chair of the Board and Council for the County.
- d. The Chair and Vice Chair may resign from their positions on the Board by sending written notice to Council for the County.

6. ISDAB CLERK

- a. The Chief Administrative Officer for the County shall designate one or more person(s) to act as Clerk for the ISDAB.
- b. The responsibilities of the Clerk for the ISDAB are as follows:
 - i. ensure all statutory requirements of the ISDAB are met,
 - ii. inform all statutory parties of the appeal hearing in accordance with the Act:
 - iii. inform all affected parties of the appeal hearing in accordance with the Act;
 - iv. compile all necessary documentation for distribution to the Members;
 - v. attend all ISDAB appeal hearings;

- vi. provide services for the recording of the proceedings of the ISDAB and for retention of exhibits, including all written submissions to the ISDAB;
- vii. prepare the minutes for the ISDAB hearing, including the names and addresses of all parties making representations to the ISDAB;
- viii. communicate decisions of the ISDAB to the affected parties in accordance with the Act; and
- ix. such other matters as the ISDAB may direct.

7. MEMBER REMUNERATION

 Members shall be entitled to such remuneration, travelling and other expenses, as may be fixed from time to time by Council for the County.

8. ADMINISTRATION

- a. The fee for an appeal will be the fee as set by the Council of the County from time to time. A refund of the appeal fee may be granted by the County if a withdrawal is received in writing and has been delivered to the Clerk prior to notifications of the appeal hearing being sent out.
- b. ISDAB Hearings will be held at the County Administration Building or other such location as determined by the County and advertised in accordance with the Act from time to time.
- c. The Municipality within which an appeal arises shall provide the administrative resources for an ISDAB Hearing.

9. ISDAB COSTS

- a. In the event that Council for a Town recommends a Member for appointment by Council for the County, pursuant to paragraph 4(b) of this Agreement, and the Member is appointed by Council for the County, the Town shall be responsible for all costs associated with training the Member in accordance with the requirements of the Act.
- b. All ISDAB costs and expenses, including the administrative costs of holding the hearing and any legal or other fees the ISDAB may incur shall be paid by the respective Municipality to the County on a cost-recovery basis, with the appeal fee applied to offset the cost. Notwithstanding the foregoing, the County will not offset the cost so as to pay any portion of the appeal fee to the respective Municipality.

c. The County shall invoice the respective Municipality for any costs incurred by the County with respect to an appeal within thirty (30) days' of the ISDAB's issuance of its written decision, which invoice shall be payable by the respective Municipality within thirty (30) days of the date of issuance.

10. GENERAL

- a. Headings in this Agreement are for reference purposes only.
- Words in the masculine gender will include the feminine gender whenever the context so required and vice versa.
- c. Words in the singular shall include the plural or vice versa whenever the context so requires.

IN WITNESS WHEREOF, the Municipalities have executed this Agreement as evidenced by the duly authorized signatures below

LAM	ONT COUNTY	TOW	N OF LAMONT
Per:	Reeve (i)	Per:	Mayor Mayor
Per:	Chief Administrative Officer	Per	Chief Administrative Officer
TOW	N OF BRUDERHEIM	TOW	N OF MUNDARE
Per:	Mayor Mayor	Per:	Muluse
Per:	Chief Administrative Officer	Per:	Chief Administrative Officer
VILL	AGE OF ANDREW	VILL	AGE OF CHIPMAN
Per:	Mayor Mayor	Per:	Mayor Nysen
Per:	Chief Administrative Officer	Per:	Chief Administrative Officer

SCHEDULE "A"

INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD PROCEDURES

1. **DEFINITIONS**

- 1.1. Unless otherwise specified herein, all terms shall have the meaning assigned to them in the Agreement or, where not specified in the Agreement, in the *Municipal Government Act*.
- **1.2.** "Agreement" means the Intermunicipal Subdivision and Development Appeal dated the 8th day of October, 2019.
- **1.3.** "Appellant" means a person who, pursuant to the Act, has served a notice of appeal on the Board.
- **1.4.** "Board" means the ISDAB.
- **1.5.** "Closed Session" means a meeting of the Board which is closed to members of the public held in private pursuant to Section 197 of the Act.
- 1.6. "Point of Order" means the raising of a question by a Member with the view of calling attention to any departure from the Policies or Procedures, or the customary modes or proceedings in debate, or in the conduct of the Board's business.
- 1.7. "Clerk" means the person(s) appointed by the Chief Administrative Officer of the County to act as Clerk for the Board.
- **1.8.** "Staff' means a member of a Municipality's planning and development department or a planning consultant hired by a Municipality.

2. APPLICATION

- 2.1. These Policies and Procedures shall apply to all meetings of the Board.
- **2.2.** Any matter of meeting procedure which is not herein provided for, shall be determined according to the most current edition of Robert's Rules of Order.
- 2.3. Procedure is a matter of interpretation by the Chair.
- 2.4. In the event of a conflict between the provisions of these Policies and Procedures and Roberts Rules of Order, the provisions of these Policies and Procedures shall prevail.

3. CHAIR

3.1. When a hearing is required, the assigned members appointed by the County of Lamont shall meet a half hour before the hearing to appoint a Chair for that hearing.

3.2. The Chair:

- a. shall ensure that all Board hearings are conducted in a fair and impartial manner, in accordance with the rules for such hearings as set out in the Act and the rules of natural justice;
- b. is authorized to rule that evidence presented at a hearing is irrelevant to the matter at issue and may direct the Members to disregard the evidence, and;
- c. may limit a submission if the Chair determines it to be repetitious

4. QUORUM

4.1. Three Members shall constitute a guorum of the Board.

5. DECISIONS

- **5.1.** Only Members present for the entire Board meeting shall participate in the making of a decision on any matter before it.
- **5.2.** The decision of the majority of Members present at the meeting shall be deemed to be the decision of the whole Board.
- **5.3.** In the event of a tie vote, the appeal shall be denied.
- **5.4.** The Board may make its decision with or without conditions in accordance with the Act.
- 5.5. If an appeal is recessed for any reason following the submission of evidence, the appeal hearing may be recessed to the next scheduled meeting or to a scheduled meeting determined by the sitting ISDAB. However, only those Members present at the original hearing shall render a decision on the matter.

6. APPEAL HEARINGS

- **6.1.** The Board shall consider and decide all subdivision and development appeals which have been properly filed in accordance with the Act.
- 6.2. The Board shall hold a public hearing respecting the appeal within thirty (30) days from the date of receipt of the written notice of appeal.
- **6.3.** The Board shall give notice of the hearing in accordance with the Act.

- **6.4.** The Board shall make available for public inspection prior to the hearing all relevant documents and materials respecting the appeal.
- **6.5.** The Board shall hear from parties in accordance with the Act.
- 6.6. Letters previously submitted to the Development Authority or Subdivision Authority will not be considered by the Board unless resubmitted for the appeal hearing. The author of the letter must be identified on the document.
- 6.7. The Board shall hear appeals in public, but it may at any time recess and deliberate in camera.
- 6.8. If the Board desires at the hearing of the appeal, to request further technical information, legal opinions, or other assistance, it may recess the hearing pending receipt of such information.
- 6.9. Electronic or similar recording devices shall not be used during the hearing by anyone in attendance except the Clerk. Such electronic recordings are for ensuring the accuracy of the minutes and will be destroyed once the decision has been approved.
- **6.10.** The Board shall make and keep a written record of its proceedings which may be in the form of a summary of the evidence presented at the hearing.
- **6.11.** The Board shall give a written decision together with the reasons for the decision within 15 days after concluding the hearing.

7. HEARING PROCEDURE

- 7.1. At appeal hearings, the following procedure will typically be followed, provided however that the Board at all time retains the discretion to alter its hearing procedures as it considers necessary and desirable either generally or with respect to a specific appeal hearing:
 - a. The Chair for the meeting will call for a motion to go into public hearing and ask if appellant is present to speak to the appeal.
 - b. If the appellant indicates his/her presence to speak to the appeal, then the Chair will outline the public hearing procedures.
 - c. The Clerk will confirm that notice of the appeal has been provided to all parties in accordance with the Act.
 - d. The Chair will ask if anyone objects to any Member hearing the appeal.
 - e. A member of Staff will introduce the appeal and present the administrative report outlining the background to the appeal.

- f. The Chair shall call upon the appellant to present his/her appeal submissions.
- g. After identifying him/herself, the appellant will be requested to present his/her appeal within a reasonable time period.
- h. The Chair shall then call upon any persons in attendance at the public hearing who are entitled to be heard by the Board under the Act and who wish to speak in favour of the appeal.
- i. After identifying themseives, persons or representatives of any group or person in favour of the appeal may address the Board in turn. The Board reserves the right to abbreviate repetitious oral submissions. Individuals may speak for a maximum of five minutes. One spokesperson per petition or group may speak for a maximum of ten minutes.
- j. The Chair shall then call upon any persons in attendance at the public hearing who are entitled to be heard by the Board under the Act and who wish to speak in opposition to the appeal.
- k. After identifying themselves, persons or representatives of any group or persons, in opposition of the appeal may address the Board in turn. The Board reserves the right to abbreviate repetitious oral submissions. Individuals may speak for a maximum of five minutes. One spokesperson per petition or group may speak for a maximum of ten minutes.
- I. The Chairperson shall then call upon the appellant and those persons in attendance at the public hearing who spoke in favour of the appeal for any rebuttal to the points raised by those who spoke in opposition to the appeal. Rebuttal comments are restricted to addressing new points raised by those who spoke in opposition to the appeal.
- m. After a presentation is concluded, any Member may ask the presenter relevant questions.
- n. After all presentations from the public have been completed, any Member may ask Staff relevant questions.
- o. Following the public presentation and Member questions, the Chair shall close the public hearing.
- **7.2.** Following the close of the public hearing, the Board shall deliberate and make its decision. The Board may deliberate and make its decision in closed session.

8. PETITIONS AND LETTERS

8.1. Persons signing such petitions are deemed to have had their position advanced by the petition and accordingly they may not speak unless they remove their

- names from the petition.
- **8.2.** Individuals who have submitted a letter may only address the Board on new non-repetitious information not contained in the letter.
- **8.3.** With the Board's approval, an individual or group may submit written submissions as part of their presentation at the public hearing, by providing sixteen (6) copies of same to the Board at the start of their presentation.

9. PRESENTATION MATERIALS

9.1. The use of slides maps, videos, and Power Point presentations is permitted, and these materials along with any written submissions become the property of the Board as exhibits to the public hearing.

10. INTRODUCTION OF SPEAKERS

- 10.1. Persons addressing the Board shall give their name, location of residence, and indication as to whether they are speaking on their own behalf or for another person or for a group, and address the Chair when responding to questions or providing information.
- **10.2.** A Person who does not identify him/herself will not be given the opportunity to address the Board.

11. CONDUCT AT HEARINGS

- 11.1. Members of the public in attendance at a hearing:
 - a. shall address the Board through the Chair
 - b. shall maintain order and quiet; and
 - c. shall not applaud or otherwise interrupt any speech or action of the Members or any other person addressing the Board.
- 11.2. The Chair may order a member of the public who disturbs or acts improperly at a hearing by words or actions be expelled. The Chair may request the assistance from the County Community Peace Officers, if applicable, to remove the person.

12. MEMBER CONDUCT

- **12.1.** A Member wishing to speak at a hearing shall obtain the approval of the Chair before speaking.
- **12.2.** When a Member or member of the public is addressing the Chair, every other Member shall:
 - a. remain quiet and seated;

- b. not interrupt the speaker except on a Point of Order;
- c. not carry on a private conversation; and
- d. not cross between the speaker and the Chair.

12.3. When a Member is addressing the Board, he/she shall:

- a. not speak disrespectfully of Her Majesty the Queen, her official representatives or her government,
- b. not use offensive words in referring to a Member, an official of the Municipalities or a member of the public;
- c. not reflect on a vote except when moving to rescind and when so doing, shall not reflect on the motives of the Members who voted for the motion, or the mover of the motion;
- d. not shout or immediately raise his/her voice or use profane, vulgar, or offensive language or disturb the hearing; and
- e. assume personal responsibility for any statement he/she quotes to the Board or upon request of the Board, shall give the source of the information.

SCHEDULE "B" ISDAB MEMBER RULES OF CONDUCT

- 1. No Member shall participate in the hearing of any matter before the Board in which that Member has a pecuniary interest. For the purposes of determining whether a Member has a pecuniary interest in a matter before the Board the provisions of Section 170 of the Act shall apply, substituting the term "Member" for the term "Councillor".
- 2. Where a Member has a pecuniary interest of the matter before the Board that Member shall:
 - a. Disclose the nature of the pecuniary interest to the Chair and Clerk of the Board:
 - b. Abstain from participating in the hearing of the matter;
 - Abstain from any discussion of voting on the matter;
 - d. Be absent from the room in which the appeal is heard, except to the extent that the Member is entitled to be heard before the Board as an appellant or a person affected by the matter before the Board.
- 3. Where County Council has reasonable grounds to believe that a Member has breached any of the provisions of Section 1 or 2, Council may remove that Member from the Board in accordance with the Agreement.
- 4. A Member of the Board shall:
 - a. Not discuss any matter under appeal with any party to that appeal, outside of the formal hearing process;
 - b. Keep closed session discussions of Board and the Committees, and any legal advice provided to the Board or Committees confidential, except where required to disclose that information by law;
 - c. Attend all Board and Committee hearings to which he or she has been assigned unless prior written consent has been received from the Chair; and
 - d. Participate in the deliberation and decision making process on all matters to which he or she has been assigned and has attended the public hearing for.
- 5. Where County Council has reasonable grounds to believe that a Member has breached any of the provisions of Section 4, Council may remove that Member from the Board in accordance with the Agreement.

00Village of Innisfree Council Committee Report

Committee Name:

Meeting Date and Time: May 7, 2025 (6:30 – 8:00)

Attendees:

Gayle, Kristina, Holly, Fraux, Jennifer, Marilyn, Yvonne, Dale

Discussion:

Library Manager's REPORT

PATRONS

495 WEBSITE VISITS 171

WIFI CONNECTIONS

475

PROGRAMMING ATTENDEES 92

EARLY LITERACY

Book Club: Our next meeting will be on May 21 at 7pm. We will be discussing "The Ministry of Time" by Kalieane Bradley.

Anyone is welcome to join us.

Canada Summer Jobs: We were approved for one student. Advertising has gone out, and we have 2 applicants so far.

Summer Camp: Advertising has gone out. Small flyers sent to the school also, and it will be in the June Library Hub submission to the Informer. We do have some registrants already also.

Fair Day: Hoping to book more than the VR this year. Have emailed NLLS to see what is available. For example: Laptop lab

with Minecraft, Nintendo switch and Mario Kart cars, Osbots and other 'play' kits.

- Went over policies 2.4 and 2.5 and approved them.
- Closing date for the CSJ application is May 30th
- Discussed pricing for bake sale on Saturday
- Starting Mitchell soups fundraiser on fair day will run from August 13 to September 30.
- Instapot and cookbook for basket will acquired.
- Summer group camp has been advertised.
- Rural Mental Health project lead Stafani Liusk will be attending a meeting virtually in June.
- Going to work with seniors to hold a candidate forum for Innisfree, collaboration for possibly in September.
- Doing a sympathy card and donation to the Anderson family.

Submitted by: Jennifer Johnson

CAO Monthly Report

To:

Council

From: Interim CAO T. Rogers

Re: April 22 – May 20, 2025, Administration activities/highlights

Administration

• Administration successfully cancelled the Village's Water License Approval No.'s 10961 and 10962. and received a copy of the Drainage Plan, Approval No. 13281.

Development

 Administration was alerted that updates to the Village Assessment Review Board and the Subdivision & Development Board processes were required; both are presented at this meeting for Council deliberation.

<u>Financial</u>

- Village Administration has re-developed several processes that will improve the documentation of various municipal actions and records. April & May records are up to date.
- Village Administration contacted MSC Net to cancel the Wi-Fi at the Public Works shop; MSC Net requested permission to keep their equipment there in exchange for <u>free</u> Wi-fi at that location; Administration readily agreed (cost-savings: \$94/month).
- Village Administration is researching MSC Net Wi-fi for the Innisfree Birch Lake Campground and Recreation Park. A contract has been signed in the event that the service can be provided, and technicians should be out this week to assess the needs to get Wi-fi in the Park!

Other

- The Village website has been updated with the required Municipal Election information, citing the "Intent to Run" individuals' names and contact information, plus information for candidates and voters. Candidates Nomination Form is available to those who have submitted the "Intent to Run" documentation.
- Bylaws, Minutes & Agenda packages have been updated on the Municipal website, as well as events added to the Calendar.
- Council is invited to the Innisfree Birch Lake Campground and to go visit with new Park Manager
 Angela and see all of the work that has gone into getting the campground up and running for the
 2025 season! See the Rec Park Manager's Detailed Report.
- The Village Water Meter Reading Computer was returned about a week before the end of April. It cost the Village \$894 (+GST) for the repairs. The April Utility Invoices went out without too much of a hitch this time!

- D. Fowler has <u>donated</u> a commercial icemaker to the Village that can produce 20 gallons of ice in a 2- hour span. Administration has placed the machine in the Public Works shop and have instructed the Park Employees on the operation of same. In exchange, the Village to supply D. Fowler with ice cubes from time to time. Note: The ice sales at the Park will be almost 100% profit (bags, water & employee time costs, only)
- Administration bartered a deal with ENCOM; the Village provided them access to the burning pit to dispose of burnable shredded trees and street sweeping residue, in exchange will provide <u>free</u> street sweeping services to the Village as well as <u>a load winter sand</u>, that should be sufficient for the 2025-26 Village sanding purposes. (Winter Sand in 2024: \$895; Street sweeping in 2023: \$923 = net \$1,818)

Upcoming:

- Special Budget Council Meeting May 27, 2025
- Seniors Week, Alberta June 2-8, 2025
- Regular Council Meeting June 17, 2025

SCHEDULE "A"

Council Minutes Action List

MOTION #	TITLE	DEPARTMENT	Details:
2023-05-16	Check Public Works for old culverts to be used for outhouses at campground	Administration & Public Works	Council directed Admin to secure culverts & proceed with project.
		-	Village staff to reevaluate
2025-02-18/05	Change utility rates for March 1 (Feb Billing) -Solid waste change to \$19.95 from \$29.95 -Remove landfill charge of \$12	Administration	Completed
2025-02-18/11	Fall conference – book room for 1 councillor to attend	Administration	Booked, cancelled due to medical.
2025-03-18/02	Approval to seek quotes for cleaning of the potable reservoir in 2025 Budget	Administration	To be addressed
2025-03-18/04	Approval of the ICF Amending Agreement	Administration	Competed
2025-03-18/05	Endorsement of D. Cates to Library Board; notify Board and RLB	Administration	No Record of letter/email
2025-03-18/07	Approval of letter t be sent to MD of Minburn Foundation for Village Snow Removal at Villas	Administration	Completed
2025-04-03/05	Authorized New Administration Signing Authorities	Administration	Completed
2025-04-22/08	Solid Waste Management Bylaw 695-25	Administration	Signed, sealed, signatures redacted & Bylaw posted on the website.
2025-04-22/12	2025 Master Rates Bylaw 696- 25	Administration	Signed, sealed, signatures redacted & Bylaw posted on the website.
2025-04-22/14	1 st & 2 nd Readings Off- Highway Vehicles Bylaw 697- 25	Administration	Bylaw 697-25 posted on website.
2025-04-22/16	MASG Contract	Administration	Signed and submitted to Municipal Assessment Services Group
2025-04-22/22	Develop an Interim Cao Job Post	Administration	Email regarding ad sent to Council Apr.23/2025

(32) Roads: Public Works

1. Re-Organizing PW shop - Delnorte Students scheduled for May 1st to start Woodworking.

(37, 41-43) Environmental Services: (Stormwater, Water, Sanitary Sewer, Solid Waste & Recycling)

- 1. Performed Daily Water chlorine level, checks at 2 venues in the village
- Sent out Monthly Bacteria checks on the water supply results all good
- Completed bi-weekly gel tests at the water treatment plant
- 4. Received our repaired Drive by computer
- 5. Contract was accepted for firewood for the 2025 season, received 50 bags of bagged wood, to start off the 2025 season.
- 6. Picking up weekly, garbage for some Seniors and persons with mobility issues
- 7. Arranged the move of several Waste bins (with the Skid steer) for Two Hills Solid Waste so the route worked smoother for pickup

(72) Recreation: (Park/Campground):

1. Checked that everything is running properly; cameras monitored on CAO phone will alarm capabilities

(12) Other:

- 1. Janitor scraped remaining bit of paint off siding
- 2. Logging Sanitary chemicals in SDS binder ongoing
- 3. Received a loaner battery for computer tower at the WTP and have ordered a new one.
- 4. Checked mower and prepared for transport down to Campground.
- Prepared and delivered tools for campground.
- 6. Made a schedule for treatment of the Lagoon, manholes and lift station.
- 7. Received ice maker and placed in the Public Works shop.
- 8. Took a load of garbage to WTS in Mannville.
- 9. Met and opened our old WTS for residents several times to drop off leaves and grass in our burn pile.



Protective Services Monthly Report

Prepared by: Mike Fundytus

Date: May 13, 2025

Call Summary

Call Type	Date	Details	
Medical	April 22	Village Medical 2:24pm 3 POC members attended	

Other

Minburn County Fire Department current staffing is 2 FT members 29 POC (Paid on Call) members. 2 members away on medical leave.











Walked Sites and Group site. May 5/25

- Washrooms Screwed shut
- Bushes need trim badly
- Dead fall need cleaning
- Roads need floatingsites need floating full of weeds/grass
- Playground needs tilled and raked
- some picnic tables are bad shape
- Group site kitchen not locked over winter
- Sites are full of branches/leaves
- Group Outhouse is in bad shape and has critters living under itSome fencing logs are broken and need replaced















Before/After of Garage Day 1 May 1/25 • Gas in shop

- gear oil spilt on floor
- · Open jerry cans of gas
- other fluids in garage
- · Need to redo garage for shelving and placement
- · Animal feed in garage



















Before/After of Office/Store Day 2,3 May 2 & 5/25

Need Nice Shelving for sale items and flyer/pamphlets

Windows Broken and keys all different 4 dead bolts 1 door handle





























Around the building and outdoor sheds
• no sheds locked all winter

- fuel tank sold

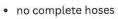












- Wheel missing for fertilizer cartCleaning supplies left by boiler hazardous
- · air compressor left in there
- shop vac left in there
- Fertilizer cart in boiler room
- Old tiles and grout on floor





















Bathroom were left tidied. Men's was not locked all winter and no key. Boiler Room was a complete disaster and very hazardous.











No lock on entrance gate

Horse shoe pits grown in and dangerous with rods out

found harrows 2 sets

10 sets of locks. door handle doesn't work



















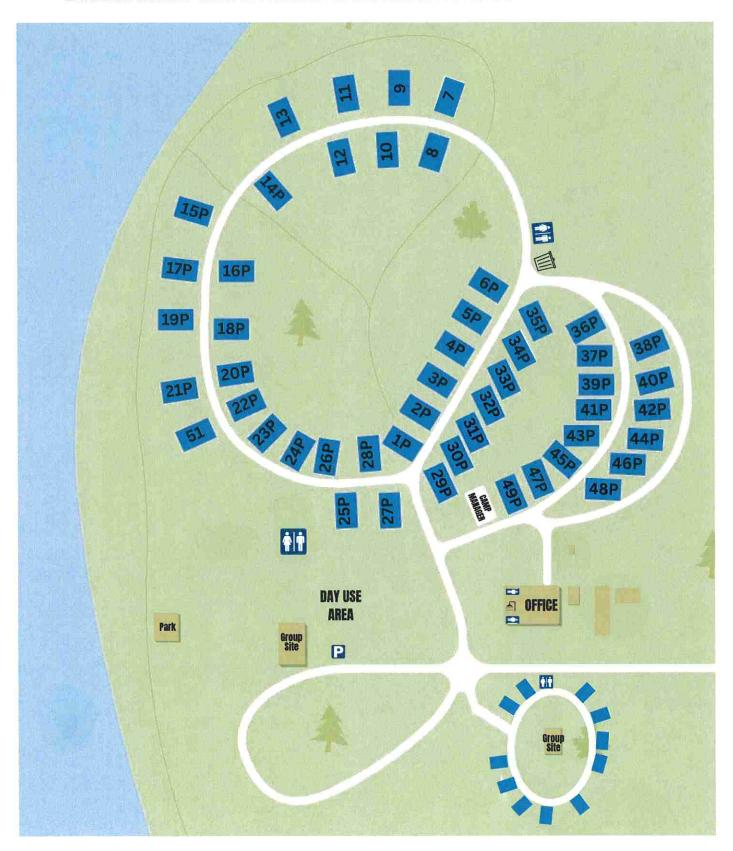
WELCOME TO INNISFREE BIRCH LAKE CAMPGROUND & RECREATION PARK!

CHECK-IN: 2:00 PM CHECK-OUT: 12:00 PM

BIRCH LAKE

SITES MUST BE VACATED BY NOON, AND ALL BELONGINGS REMOVED.

LATE DEPARTURES WITHOUT PRIOR APPROVAL WILL INCUR AN ADDITIONAL NIGHT'S CHARGE.





To ensure a safe and enjoyable experience for all our guests, Please review our campground rules and guidelines.

Campsites

- · One camping unit and one vehicle per site.
- · Extra vehicles must park in designated areas.
- · Sites must be kept tidy-no unsightly setups or litter.
- Permanent structures (e.g., decks, sheds) are PROHIBATED
- Seasonal takes care of own site. We mow entrance only. (Park can for extra fee)

Quiet Hours

- 11:00 PM 7:00 AM
- Please respect your neighbours. Loud or disruptive guests may be asked to leave.

Fires & Firewood

- Fires allowed only in provided fire pits.
- Never leave fires unattended—fully extinguish before leaving.
- · Fire bans may apply. Firewood available at the office.

Visitors

- · Day visitors welcome until 11:00 PM.
- · Only registered guests may stay overnight.

Pets

- · Pets are welcome on a leash and under control and no excessive barking
- Owners must clean up after them.

Alcohol & Cannabis

- Permitted at your campsite only.
- Not allowed in public areas like roads, washrooms, and day-use spaces.
- No public intoxication or rowdiness—violators will be evicted without refund.

Smoking

No smoking, vaping, or cannabis use in public areas.

Off-Highway Vehicles & Fireworks

NO OHVs or fireworks allowed anywhere in the park.

Children

- · Campers must be 18+ to reserve a site.
- · Parents are responsible for their children at all times.

Day Use Area

- · Picnics allowed in designated areas only.
- · Camping fees apply if using campsites for day use.
- · Vehicles must park in day-use lots.

Enforcement & Liability

Rules are enforced by park staff, bylaw officers, and RCMP. Non-compliance may result in eviction without refund.

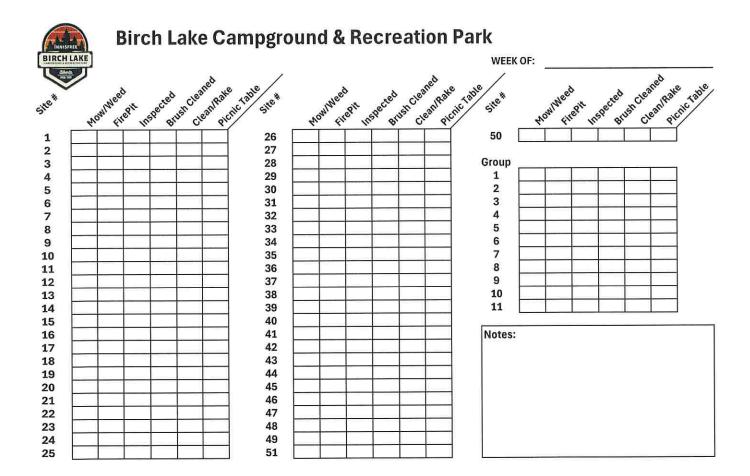
Birch Lake Campground is not responsible for loss, damage, or injury.
Thank you for choosing Birch Lake—enjoy your stay!

Questions? Visit the Campground Main Office—we're happy to help!

Birch Lake Campground & Recreation Park

Week of:

No.							overs and	Series in a	and the same	22274742	
Womens Washrooms	S	M T	W	T F	S TU			T	WT	FS	TUES
Toilets	П	Т				Fill Inventory Floor Swept	Ш	Ц		\perp	
Sinks	П		П	T		Floor Swept Floor Mopped		Ш	_	Ш	
Showers	П	Т	П	T	П	Floor Mopped Check Fidge/Freezer		Ц			
Mirrors Cleaned	П	Т	П	T		Windows & Sills Wipe Tables	Ш	Ш			
Dispensers Soap	П		П			Gabages Clean around Building		Ш		Ц	
Wipe Toilet Paper/soap/door handles	П	Т	Ħ			Check Lights Inspect for Damages					
Garbages	П		\Box								
Floor Swept	П	\top	\top			Garage S M T W T F S TUES Horseshoe Pits North End	SM	1 T	WT	FS	TUES
Floor Mopped	П	\top	\top			Floor Swept Raked and Weed				Ш	
Fill Paper Towel	\rightarrow	\top	\forall			Floor Mopped Pits rototilled	Ш				
Fill Toilet Paper	П	T	Ħ	1		Clean Up Counter					
Check Lights	П		Ħ			Put Away Tools OUTHOUSE (Park Area, Ball Diamonds)	SM	1 T	WT	FS	TUES
Tuesdays all Walls	П	T	Ħ	1		Put away Yard Tools Wipe Seats				Ш	
5	_					Fill Toilet Paper	Ш				
Mens Washrooms	S	МТ	W	T F	S TU	S Camp Shelter/Playground S M T W T F S TUES Wipe Toilet Paper/door handles	\Box				
Toilets and Urinals	П	Т	П	T		Floor Swept Sweep walls/roof/floors	\Box			Ш	
Sinks	П	\top	\Box			Clean around Building/Park Odor Control added					
Showers	П		\top	_		Inspect for Damages Check/Fill Sanitizer					
Mirrors Cleaned	П	T	\top			Inspect Playground equipment Gather Garbages				Ш	
Dispensers Soap	H	T	\sqcap	7		Playground Sand weed and raked Inspect for Damages					
Wipe Toilet Paper/soap/door handles	H	T	$\forall \exists$	T	\top	Playground Rototilled					
Garbages	\rightarrow	T	\top	\top	\Box	Ball Diamonds Building	SM	1 T	WT	FS	S TUE
Floor Swept		Ħ	\top	_		Campsites (All Sites, Group) S M T W T F S TUES Floor Swept				Ш	
Floor Mopped	П	\vdash	П		\Box	Inspect vacant sites Floor Mopped					W.
Fill Paper Towe	\rightarrow	Ħ	П	\top	\Box	Pick up garbage Check Fidge/Freezer				Ш	
Fill Toilet Paper	\rightarrow			\top	\Box	Rake sites Wipe Tables	П	\Box			
Check Lights	\vdash	H	T	\top	\top	Empty firepits Clean around Building					
Tuesdays all Walls	\rightarrow	H	\top	\top		Inspect for damage at Check-out Inspect for Damages					
,											





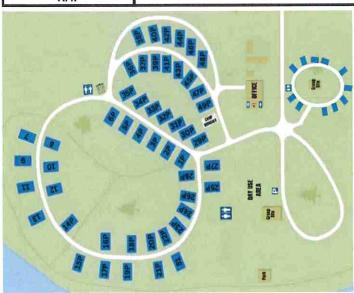
Birch Lake Campground & Recreation Park

				/	,			,	/			/							
Site#	Lotsize	Trailers	rie Pon	et Site*	Lotsize	Trailer	Pon.	et site*	Lotsize	Trailer	Size Power	Buildings	46	91 MS	ret Fil	de sic	he the	elei the	Juse tal
1	12x33	33	15AMP	23	14x40	40	30AMP	45		40	30AMP	//							_
2	12x55	55	15AMP	24	14x40	40	30AMP	46	14x52	52	30AMP	Day Use	x						
. 3	12x55	55	15AMP	25	14x40	40	15AMP	47		40	30AMP	Building	23						
4	12x55	55	15AMP	26	14x40	40	30AMP	48	14x52	52	30AMP								_
5	12x55	55	15AMP	27		40	15AMP	49	16x40	40	30AMP	Group Site	Х	x	1	1	1		
6	12x55	55	15AMP	28		40	15AMP	51		30	NO P	Building	,,,	233	-				
7	12x40	40	NO P	29		40	15AMP												_
8	12x40	40	NO P	30		33	15AMP	50	Car	тр Ма	nager	Ball Diamond		х			2		
9	12x40	40	NO P	31		33	15AMP					Building					_		
10	12x40	40	NO P	32		33	30AMP	Group)										
11	12x40	40	NO P	33		33	30AMP	Sites											
12	12x40	40	NO P	34		33	30AMP	1											
13	16x30	3	NO P	35	12x33	33	15AMP	2											
14	14x40	40	30AMP	36	16x40	40	30AMP	3				Ot	her /	Amn	neni	ties			
15	14x40	40	30AMP	37	16x40	40	30AMP	4				Riding							
16	14x40	40	30AMP	38	16x40	26	30AMP	5				Arena							
17	14x40	40	30AMP	39	16x40	40	30AMP	6											
18	14x40	40	30AMP	40	14x30	26	30AMP	7											
19	14x40	14	30AMP	41		40	30AMP	8											
20	14x40	40	30AMP	42	14x50	30	30АМР	9											
21	14x40		NO P	43		40	15AMP	10											
22	14x40	40	30AMP	44	14x50	52	30AMP	11											



Birch Lake Campground & Recreation Park

~	Site Number	\$/night	\$/week	\$/month	\$/Seasonal
No Power RV & TENT	7, 8, 9, 10, 11, 12, 13, 21, 51	25	100	250	
15 AMP	1, 2, 3, 4, 5, 6, 25, 27, 28, 29, 30, 31, 35, 43, 47	30	200	850	3000
30 AMP	14, 15, 16, 17, 18, 19, 20, 24, 26, 31, 32, 33, 34, 36, 37, 39, 41, 43, 45, 47, 49	30	200	850	3000
Double Sites 30 AMP	22/23, 37/39	60	400	1700	N/A
PULL Through Sites 30 AMP	38, 40, 42, 44, 46, 48	30	200	850	3000





Time

2hrs M 1hr W

4 hrs

Area
Park & Middle (top of Ball entrance)

Entrance, laneway, Office F&B

Ball Diamonds Ball Grounds

Parking Lot and Loops Riding Arena Ditch to Ball Diamonds

Birch Lake Campground & Recreation Park

						WEEK	OF:		
'n	n, m.	sedeat	THE FIF	ePit In	spected Gr	Dhell Ho	ie Rom Ro	totill Fe	nce Check
			\bigotimes			\bigotimes			
_ ×	\times	\times	\times	\times	\times		\times	\times	\times
	\times	\times		\times	\times	\times			

IOTES:				

Email: Seniorsinformation@gov.ab.ca

Received: April 25, 2025

For 39 years, the Government of Alberta has dedicated the first week of June to honour and recognize seniors for their invaluable contributions to our province. This year, Seniors' Week is from June 2 to 8 and will be kicked off with a provincial launch event on June 2 in the City of Camrose.

All municipalities, First Nations communities, and Metis Settlements are encouraged to officially declare Seniors' Week to demonstrate your community's support and to generate greater awareness of the importance of seniors in Alberta.

To officially declare Seniors' Week in Alberta, a declaration is made by a senior official (i.e., Mayor/Reeve, Chief) at the community level. All communities that notify us that they have declared Seniors' Week will be recognized on our website.

To assist communities in declaring Seniors' Week, attached is a sample Community Declaration for your community to consider using. If your community uses the attached example, kindly email the signed copy to seniorsinformation@gov.ab.ca by May 31, 2025. Following Seniors' Week, a version signed by The Honourable Minister Nixon will then be returned to your community.

The Government of Alberta encourages communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors throughout Seniors' Week. To learn more, please visit the Seniors' Week website or email us at seniorsinformation@gov.ab.ca if you have any questions.

Thank you.

Ministry of Seniors, Community and Social Services Government of Alberta



DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 2-8, 2025 to be Seniors' Week in

Community

Official Title

Official Signature

The Honourable Jason Nixon; Minister of Seniors, Community and Social Services

MEDIA RELEASE

March 5, 2024

For immediate distribution

✓ APPROVED!

It is with great enthusiasm and pleasure that the Andrew Rural Academy Foundation is finally able to announce it has received official Ministerial approval of the ANDREW RURAL ACADEMY CHARTER SCHOOL to begin operation for the 2025-2026 school year.

Our team has looked forward to this achievement after several months of intense work to research, prepare and submit a uniquely relevant charter school proposal. While a number of other STEM (Science, Technology, Engineering, Mathematics) program charter schools do currently operate within Alberta, Andrew Rural Academy is distinguished by its focus on rural interpretation and application of STEM with the intent of growing Alberta's rural fabric and lifestyles.

Parents are now able to officially enroll their child in Andrew Rural Academy by accessing the Enrollment Form at andrewruralacademy.ca

The Andrew Rural Academy Foundation wishes to extend sincere thanks to the Ministry staff who were so helpful and supportive in the preparation of our application. Their coaching and guidance was pivotal to the success of our application.

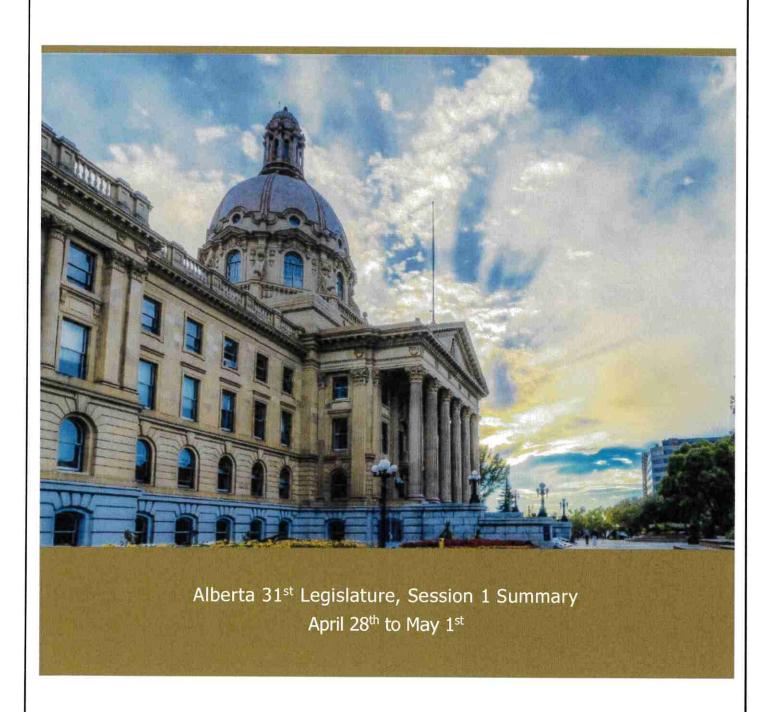
Andrew Rural Academy is located in the **Village of Andrew** along Secondary Highway 855 and slightly south off Highway 45 at the east edge of Alberta's Heartland Regional Development zone.

For more information, contact:	Jason Tkachuk – Foundation Chair at 780-991-1341 Kylie Rude – Foundation Vice Chair at 780-208-2689 or Stan Zabrick – Project Manager at 780-940-5086



Legal and Lobby Professionals

Ethical, Experienced, Effective, www.AlbertaCounsel.com



Alberta 31st Legislature, Session 1 Summary: April 28 to May 1

Bill Updates

Government Bills

Bill 37: Mental Health Services Protection Amendment Act, 2025: proposes revisions to the
existing Mental Health Services Protection Act. Key changes include updating definitions
related to services and service providers, removing certain compliance requirements, and
modifying the licensing provisions for specified service providers. Additionally, the bill amends
the authority of directors to publish information about service providers, aiming to enhance
clarity and oversight within Alberta's mental health services framework.

Status: Adjourned during Committee of the Whole

Bill text: <u>Bill 37: Mental Health Services Protection Amendment Act, 2025</u> GOA overview: Updating Regulation, <u>Licensing of Addiction Treatment</u>

Bill 38: Red Tape Reduction Statutes Amendment Act, 2025: proposes changes to multiple Alberta statutes to streamline administrative processes. Notable amendments include transferring certain ministerial powers under the Charitable Fund-raising Act to a Director of Charitable Fund-raising, revising reporting requirements in the Child and Youth Advocate Act, and updating procedures in the Post-secondary Learning Act to facilitate amalgamations of student associations with societies. Additionally, the bill introduces provisions in the Residential Tenancies Act to allow electronic service of notices under specific circumstances.

Status: Passed Second Reading on Division

Bill text: Bill 38: Red Tape Reduction Statutes Amendment Act, 2025 GOA overview: RTR Bill Improves Housing, Trades, and Charities

Bill 39: Financial Statutes Amendment Act, 2025 (\$): serves as Alberta's Budget 2025 bill, introducing amendments to various financial statutes. It adjusts corporate and personal tax provisions, including extending reassessment periods for corporate tax in specific cases and updating income tax brackets based on inflation. The bill also modifies the Sustainable Fiscal Planning and Reporting Act, revising how funds are allocated to the Alberta Heritage Savings Trust Fund.

Status: Passed Second Reading

Bill Text: Bill 39: Financial Statutes Amendment Act, 2025 (\$)

GOA Overview: Helping Alberta Meet the Challenge

 Bill 40: Professional Governance Act: establishes a framework for regulating professional regulatory organizations in Alberta. It defines how organizations can be designated, sets governance and accountability standards, and outlines procedures for professional registration, competency requirements, and reinstatement. The bill also includes provisions for regulatory body amalgamations and name changes. These measures standardize the oversight of professional organizations across various fields.

Status: Adjourned during Committee of the Whole

Bill Text: Bill 40: Professional Governance Act

GOA Overview: Modernizing Alberta's Professional Regulatory Laws

Bill 41: Wildlife Amendment Act, 2025: updates the Wildlife Act to refine definitions and clarify regulatory provisions. Key changes include revising the definition of "resident" to specify residency requirements for hunting and trapping, expanding the meaning of "tag" to include electronic tags, and clarifying the definition of "trap" and "vehicle" in relation to wildlife management. The bill also reinforces that ownership of wildlife remains with the Crown unless legally transferred and updates licensing provisions to streamline regulatory language. These amendments aim to modernize and improve the administration of Alberta's wildlife laws.

Bill Status: Adjourned during Committee of the Whole with Amendments Introduced

Bill Text: Bill 41: Wildlife Amendment Act, 2025

GOA Overview: Modernizing Hunting and Trapping Legislation

Bill 42: Appropriation Act, 2025 (\$): Bill 42 authorizes government spending for the 2025–26 fiscal year and implements the funding allocations outlined in Budget 2025. It provides legal authority for expenditures across government departments, including expenses, capital investments, financial transactions, and contingency funding.

Bill Status: Has Come into Force as Legislation

Bill Text: Bill 42: Appropriation Act, 2025 (\$)

Bill 43: Appropriation (Supplementary Supply) Act, 2025 (\$): authorizes additional
government spending to supplement funding for the 2024–25 fiscal year, as part of Budget
2025. It provides for extra allocations across various departments and enables limited
transfers between ministries to address updated financial requirements.

Bill Status: Has Come into Force as Legislation

Bill Text: Bill 43: Appropriation (Supplementary Supply) Act, 2025 (\$)

• Bill 44: Agricultural Operation Practices Amendment Act, 2025: updates the Agricultural Operation Practices Act to refine terminology and adjust regulations related to organic material management. The bill replaces references to "composting materials" with "organic materials," expands the definition of composting, and formally defines "digestate" as a byproduct of anaerobic digestion. It establishes a legal framework for diverting agricultural organic waste to biogas plants, which process it into energy or renewable natural gas. The legislation replaces an existing memorandum of understanding between government agencies with formal regulations, providing clearer guidelines for biogas operations. Additionally, the bill outlines conditions for storing and using digestate as a soil amendment, incorporating it into farm operations as an alternative to synthetic fertilizers.

Bill Status: Adjourned during Committee of the Whole with Amendments Agreed to Bill Text: Bill 44: Agricultural Operation Practices Amendment Act, 2025
GOA Overview: Growing the Agricultural and Biogas Industries

Bill 45: Critical Infrastructure Defence Amendment Act, 2025: updates the Critical Infrastructure Defence Act to expand the definition of "essential infrastructure" and clarify its application. The amendments add all land within two kilometers of Alberta's border with the United States to the list of protected infrastructure. The bill also includes facilities involved in bitumen, crude oil, and natural gas extraction, processing, and refining, as well as the head offices of companies operating such facilities. Additionally, the Act is amended to explicitly apply to the Government of Canada to limit federal jurisdiction over critical infrastructure in Alberta.

Bill Status: Passed Second Reading

Bill Text: Bill 45: Critical Infrastructure Defence Amendment Act, 2025
GOA Overview: Protecting Alberta from Unconstitutional Federal Overreach

Bill 46: Information and Privacy Statutes Amendment Act, 2025: updates the Access to
Information Act and Protection of Privacy Act to clarify data management and disclosure rules.
It introduces provisions allowing the Lieutenant Governor in Council to make regulatory
amendments to align with legislative changes. The bill also formalizes the role of the Office of
Statistics and Information, specifying that certain data-sharing and privacy rules do not apply
to it. Additionally, it adjusts provisions related to judicial records, data matching, and nonpersonal data disclosure, ensuring consistency between the Access to Information Act and
Protection of Privacy Act.

Bill Status: Adjourned during Committee of the Whole

Bill Text: Bill 46: Information and Privacy Statutes Amendment Act, 2025

GOA Overview: Updates to Privacy and Access Legislation

Bill 47: Automobile Insurance Act: introduces a new framework for automobile insurance in
Alberta, replacing existing provisions under the Insurance Act. It establishes a no-fault
insurance model that provides benefits such as income replacement, health care coverage,
and death benefits regardless of who is at fault in an accident. The bill outlines eligibility,
benefit categories, and compensation procedures, while also limiting tort claims to specific
circumstances. It creates the Alberta Automobile Care-first Tribunal to handle appeals and
formalizes rules for insurers, claimants, and the oversight of the system. The Act is set to apply
to accidents occurring on or after January 1, 2027.

Bill Status: Passed Second Reading on Division

Bill Text: <u>Bill 47: Automobile Insurance Act</u>
GOA Overview: <u>Enabling Better Auto Insurance</u>

• Bill 48: iGaming Alberta Act: establishes the Alberta iGaming Corporation to manage and operate online lottery schemes on behalf of the Government of Alberta. The bill defines the corporation's mandate, governance structure, and regulatory framework, including oversight by a board of directors and the ability to enter agreements with other provinces. It introduces rules for the registration and regulation of iGaming suppliers, standards for online gaming operations, and restrictions related to advertising and access. The Act also amends the Gaming, Liquor and Cannabis Act to integrate online gaming within Alberta's broader gaming regulatory regime.

Bill Status: Adjourned during Committee of the Whole

Bill Text: Bill 48: iGaming Alberta Act

GOA Overview: Bet Safely, Bet With Confidence

• Bill 49: Public Safety and Emergency Services Statutes Amendment Act, 2025: amends four pieces of Alberta legislation, incorporating lessons from recent emergencies and aligning with recommendations from the Public Health Emergencies Governance Review Panel. The bill updates the Emergency Management Act to clarify funding eligibility, expand definitions, and introduce transitional and retroactive provisions for disaster response. It also amends the Police Act to formalize the independence of future provincial police services and enable municipalities to enter into policing agreements with independent agency police services. Changes to the Police Amendment Act, 2022 centralize complaint handling under a strengthened, arm's-length Police Review Commission, with new procedures and oversight powers. The Scrap Metal Dealers and Recyclers Identification Act is amended to remove exemptions for corporate sellers, aiming to improve traceability of transactions.

Bill Status: Passed Second Reading on Division

Bill Text: Bill 49: Public Safety and Emergency Services Statutes Amendment Act, 2025

GOA Overview: Improving Public Safety

• Bill 50: Municipal Affairs Statutes Amendment Act, 2025: introduces amendments to multiple pieces of legislation overseen by Alberta's Ministry of Municipal Affairs. It makes substantial changes to the Local Authorities Election Act, including new rules for candidate withdrawals, accessible voting equipment, and temporary voting provisions for displaced residents of Jasper following the 2024 wildfire. It also updates definitions and campaign finance rules related to local political parties and slates. The Municipal Government Act is amended to allow the Minister to set procedures for council meetings and removes the requirement for municipalities to adopt codes of conduct for councilors. It also introduces new expectations for intermunicipal collaboration and dispute resolution, particularly for services like water, waste, and emergency response. The New Home Buyer Protection Act and Safety Codes Act are amended to clarify requirements around home warranty exemptions and caveats, and to strengthen advisory roles for the Safety Codes Council.

Bill Status: Passed Second Reading on Division

Bill Text: Municipal Affairs Statutes Amendment Act, 2025

GOA Overview: Modernizing Municipal Processes

• Bill 51: Education Amendment Act, 2025: updates the Education Act with several changes to terminology, governance, and land use processes. The bill replaces the term "private school" with "independent school" throughout legislation and related statutes. It prohibits school boards from disqualifying trustees through internal codes of conduct and clarifies election residency rules for displaced residents of Jasper. The bill also introduces a process for the provincial government to acquire land for new school construction by transferring ownership from boards or municipalities to the Crown. Additional amendments streamline school facility agreements and teacher conduct procedures, while updating related legislation for consistency.

Bill Status: Passed Second Reading

Bill Text: Education Amendment Act, 2025

GOA Overview: Strengthening Alberta's Education System

• Bill 52: Energy and Utilities Statutes Amendment Act, 2025: amends the Electric Utilities Act, Gas Distribution Act, Gas Utilities Act, Hydro and Electric Energy Act, and Petroleum Marketing Act to implement a restructured energy market and enable hydrogen blending in natural gas systems. It establishes new day-ahead and real-time electricity markets, updates rules for price-setting and transmission constraint management, and allows the Minister to issue binding REM ISO rules. The bill also creates a consumer awareness surcharge to support electricity education initiatives. Changes to gas legislation define hydrogen-blended natural gas, set regulatory conditions for its supply, and establish approval, consent, and cost-recovery frameworks.

Bill Status: Passed Second Reading

Bill Text: Energy and Utilities Statutes Amendment Act, 2025

GOA Overview: Transforming the Utilities System

Bill 53: Compassionate Intervention Act: establishes a new legal framework for involuntary intervention and treatment of individuals with severe substance use or addiction issues. It creates the Compassionate Intervention Commission to oversee orders for apprehension, assessment, and care planning for adults and minors likely to cause harm without treatment. The Act outlines the roles of medical staff, facilities, and service providers, and sets out detailed processes for applications, hearings, reviews, and appeals. It also includes provisions for client rights, substitute decision-making, and post-discharge support. The bill repeals the Protection of Children Abusing Drugs Act.

Bill Status: Passed Second Reading

Bill Text: Bill 53: Compassionate Intervention Act

GOA Overview: Delivering on Compassionate Intervention

• Bill 54: Election Statutes Amendment Act, 2025: is an omnibus bill that amends eleven pieces of legislation governing provincial elections, referendums, recalls, and political financing in Alberta. It updates the Election Act, Election Finances and Contributions Disclosure Act, Citizen Initiative Act, Recall Act, Referendum Act, Alberta Senate Election Act, Local Authorities Election Act, Alberta Taxpayer Protection Act, Alberta Personal Income Tax Act, Legislative Assembly Act, and Alberta Pension Protection Act. The bill introduces new definitions, expands the powers of the Chief Electoral Officer, restructures campaign finance and advertising rules, revises voting and advance polling procedures, and changes timelines and thresholds for petitions and referenda. It also prohibits electronic vote tabulators, creates regulated prospective candidate associations, and standardizes financial disclosure rules across election types.

Bill Status: Passed First Reading

Bill Text: Bill 54: Election Statutes Amendment Act, 2025

GOA Overview: Strengthening Democracy

• Bill 55: Health Statutes Amendment Act, 2025: amends more than 40 health-related statutes to align Alberta's legislation with the province's restructured health system. It repeals the Hospitals Act, consolidating relevant provisions under the Provincial Health Agencies Act, and replaces references to "regional health authorities" and "community health councils" with standardized terms such as "provincial health agencies," "provincial health corporations," and "hospital operators." The bill also formalizes governance and oversight roles, enables the transfer of public health functions to Primary Care Alberta and Alberta Health, clarifies the authority of the Office of the Chief Medical Officer of Health, expands investigative capacity under the Protection of Persons in Care Act, and updates the Health Information Act to support data use by the Ministry of Seniors, Community and Social Services for continuing care.

Bill Status: Passed First Reading

Bill Text: Bill 55: Health Statutes Amendment Act, 2025

GOA Overview: Reinforcing Legislation, Refocusing Health Care

Private Member Bills

• Bill Pr5: Community Foundation of Lethbridge and Southwestern Alberta Act: repeals and replaces the 2010 Act governing the Community Foundation of Lethbridge and Southwestern Alberta. The new legislation continues the Foundation as a corporate body and outlines its objects, governance, and powers. It clarifies how donations may be received, managed, and applied, including provisions for investment, donor intent, managed funds, and trust property. The Act defines the geographical focus of the Foundation, formalizes the appointment and responsibilities of the Board, and includes updated provisions for indemnity, audits, and administrative costs.

Bill Status: Passed First Reading

Bill Text: Bill Pr5: Community Foundation of Lethbridge and Southwestern Alberta Act

Bill Pr6: Burman University Amendment Act, 2025: makes minor updates to the Burman University Act by replacing outdated references to "College Heights" with "Lacombe" and updating the institution's terminology from "college" to "university." These amendments reflect the current name and status of Burman University and align the Act's language with the institution's existing operations and location.

Bill Status: Passed First Reading

Bill Text: Burman University Amendment Act, 2025

Session Transcripts

Monday, April 28, 2025, Afternoon: <u>Transcript</u> Monday, April 28, 2025, Evening: <u>Transcript</u>

Tuesday, April 29, 2025, Afternoon: <u>Transcript</u> Tuesday, April 29, 2025, Evening: <u>Transcript</u>

Wednesday, April 30, 2025, Afternoon: <u>Transcript</u> Wednesday, April 30, 2025, Evening: <u>Transcript</u>

Thursday, May 1, 2025, Afternoon: Transcript

Frequently asked questions

Alberta Emergency Social Services (ESS) Framework 2025

The Alberta Emergency Management Agency (AEMA) is releasing a revised Alberta Emergency Social Services Framework (the framework). This is a revision to the Provincial Emergency Social Services Framework initially published in 2016. The framework is intended for emergency social services (ESS) practitioners and emergency management stakeholders in Alberta, including local authorities, First Nations, the Government of Alberta (GoA), the private sector and civil society organizations (CSOs). Considering the increasing frequency, scale and complexity of disasters, the revised framework supports a whole-of-society approach to emergency management, integrating ESS as a critical component.

What is the Alberta ESS Framework?

The framework, mandated through the Alberta Emergency Plan (AEP), describes the ESS system in Alberta. It outlines the roles and responsibilities of all ESS partners and the processes for coordinating ESS during emergencies and disasters.

Why is the framework necessary?

Alberta has experienced several significant disasters over the past decade since the framework's initial release in 2016. Post-incident assessments have highlighted gaps in emergency management doctrine, particularly ESS, that have impacted response efforts. This is particularly true where incidents are complex, of long duration, or have involved a wide range of stakeholders (local authorities, First Nations, Metis Settlements, GoA departments, industry, civil society organizations, etc.)

The framework makes specific reference to the lessons learned from past emergencies and disasters and reaffirms the GoA's approach to ensuring those lessons are implemented. It reflects the increasing understanding that ESS must be an integrated component of emergency management rather than a separate activity.

Will communities be required to adopt/follow the framework?

The framework aims to describe a system built to support the ongoing development of ESS systems and capabilities, recognizing differences in capability and capacity between communities and providing guidance to enhance equitable treatment of all communities across Alberta.

The framework can be used to support and guide the development of a community ESS program and ESS plan. It is descriptive, not prescriptive. It does not supersede or alter the requirement under the Local Authority Emergency Management Regulation (LEMR) for local authorities to develop and incorporate an ESS plan as part of their emergency plan.

While the framework mentions programs and partners essential to the delivery of ESS, it does not dictate the development or delivery of those programs. The descriptive nature of the framework is intended to provide structure, enabling each partner to develop their program in accordance with their mandate,



capability and capacity in a manner that supports and increases interoperability and integration across the province.

Were stakeholders and partners consulted?

Beginning in late 2022, the development of the framework has been an iterative process involving targeted stakeholder engagement through the Emergency Social Services Network of Alberta (ESSNA) regional leads, AEMA staff and leadership, and departments across the Government of Alberta with ESS-related responsibilities.

What supports are available for communities to enable them to adopt the framework?

AEMA ESS officers have been actively involved in the development of the framework and will be available as subject matter experts to support their regional communities and stakeholders. ESS officers can advise communities on how to integrate best practices and develop their ESS programs and plans. Additional resources are in development and will be accessible through ESS officers and on the ESS community resources SharePoint site.

Will the framework require changes to local ESS plans and/or emergency plans?

The adoption of the framework could result in changes for emergency plans and ESS plans to reflect the integration of ESS in the organization and structures, as well as the processes, procedures and terminology contained within the system. The framework is descriptive, not prescriptive so framework alignment is at the discretion of each local authority, First Nation, and Metis Settlement.

What if communities have difficulties with meeting some of the ESS services outlined?

The framework does not require a community to change their ESS systems; rather, it encourages movement towards a more effective, efficient and integrated ESS system for more equitable services to all Albertans in times of emergencies and/or disasters. Communities can request support through their AEMA ESS officer to find solutions, such as connection with ESS partners, for services they are unable to provide locally. This is ideally done during planning and preparedness activities but can also be done as an official support request during response.

How can anyone be expected to keep up with the constant changes in emergency management?

Alberta has experienced some of Canada's most significant and costly disasters since 2010. Lessons learned from each of these disasters and many smaller, yet impactful, incidents across the province have informed the ongoing development in emergency management. Continuous improvement is a characteristic of the maturing nature of emergency management in Alberta.

Alberta is recognized as a national leader in emergency management, in part as a result of the drive to ensure our province and its many communities are resilient and well-prepared to meet the difficult challenges that arise from emergencies and disasters. The revision of the Alberta ESS Framework sets one of the conditions for improved response and recovery outcomes for Alberta communities.



Does the framework impact First Nations and Metis Settlements?

The framework is intended to be utilized by all stakeholders in the Alberta emergency management system, specifically those providing ESS or involved with its delivery. The framework describes best practices, but it is not mandatory for any community, including First Nations. First Nations in Alberta will continue to have access to provincial emergency management supports through the AEMA First Nations field officers, as well as through funding from Indigenous Services Canada.

Metis Settlement Chairpersons and Councils are considered local authorities under the *Emergency Management Act* and as such are subject to the LEMR. The framework is a descriptive document and is not mandatory for local authorities, including Metis Settlements.

Will there be another revision of the framework?

The framework is subject to a comprehensive scheduled review every five years with other periodic updates as required. Additional triggers for review and amendment may include lessons from simulated exercises, large-scale incidents or the activation of the Provincial Emergency Coordination Centre (PECC).

If we have more questions, who can we contact?

For more information on the framework, emergency management stakeholders can contact their AEMA ESS officer and/or AEMA field officers directly.

AEMA regional ESS officers are as follows:

Northwest - Darryl Martin

Northeast - Leah David

North Central - Stacey Gislason

East Central - Shauna Hetherington

Central - Sandi Misselbrook

South Central - Erin Harhara

South - Brad Hove

You can also reach both the AEMA ESS officers and/or AEMA field officers via the PECC:

PECC Non-Urgent Inquiries: 780-644-5425

PECC Email: pses.pecc@gov.ab.ca





Senior Editor: Aaron Singleton Publisher: Alberta Counsel

ALBERTA COUNSEL

Legal and Lobby Professionals Management Consultants Trade-mark Agents

LEDGEVIEW BUILDING 800, 9707-110 Street NW Edmonton AB T5K 2L9 P: 780-652-1311 F: 780-652-1312 E: info@albertacounsel.com www.AlbertaCounsel.com

The News from Alberta Counsel is

Alberta's premier review of provincial politics and government vitality. As an original source of political news and commentary, The News will provide a fresh look at legislation, policy, committee debates, the civil service, along with party updates and events.

Alberta Counsel

We work with organizations to navigate their way through the confusing network that is associated with government. We help our clients connect with those who are important in shaping public policy and ensure your messaging is effectively communicated to decision makers.

To subscribe to The News from Alberta Counsel, please visit www.albertacounsel.com/news

COMPASSIONATE INTERVENTION ACT: ALBERTA CHARTS A CONTROVERSIAL NEW COURSE ON ADDICTION CARE

Aileen Burke

On 15 April 2025, the Alberta government tabled Bill 53, the Compassionate Intervention Act, a sweeping proposal that would allow parents, spouses, healthcare professionals, and police officers to compel persons with severe substance-use disorders into treatment when they pose "a likely risk of harm" to themselves or others. If passed, the law would be the first of its kind in Canada for adults, establishing a parallel system to existing mental-health legislation and replacing the 2006 Protection of Children Abusing Drugs Act (PChAD).

CORE ARCHITECTURE OF THE ACT

The Compassionate Intervention Commission (CIC). This new quasi-judicial body of lawyers, physicians, and public members appointed by the cabinet will receive applications, hold hearings, and monitor compliance. One lawyer member will serve as Commissioner and chair. The CIC wields subpoena-like powers to compel evidence from individuals, public bodies, and health custodians.

Directors and facilities. The Minister may appoint a statutory director to screen applications and a medical director—a physician certified in addiction medicine—to oversee clinical standards across designated "compassionate intervention facilities." Community service providers (bed-based and non-bed) can also be designated, each requiring to name a designated supervisor responsible for reporting and client compliance.

Definitions That Matter. The bill introduces a finely graded vocabulary:

- Harm for adults means "substantial harm ... within a reasonable time" due to substance use; for minors, the standard is broader.
- Secure care plan orders require residence in a locked facility; community-based care plans mandate treatment while living in the community.
- Capacity is defined in line with health law: the ability to understand relevant information and appreciate the
 consequences of consent or refusal.

FROM APPLICATION TO ADMISSION

- 1. Filing the Application. An adult family member, certain regulated health professionals (nurse, physician, psychologist, social worker, paramedic, addiction counsellor) or a police/peace officer may apply to the CIC. Detailed form and evidence requirements will follow in regulation.
- 2. Statutory Director Review. The statutory director checks the completeness and may defer files if bed capacity is unavailable—a tacit acknowledgment of Alberta's perennial shortage of detox and residential beds. Eligible applications move to the Commission.
- 3. Single-Commissioner Screening. A lawyer-commissioner decides—on a balance of probabilities—whether the individual is "likely to cause harm" without intervention. If so, the CIC issues an apprehension order empowering police to locate and transport the person, plus an assessment order authorizing up to 72 hours of stabilization.
- 4. Seventy-Two-Hour Assessment. A multidisciplinary team conducts medical withdrawal management and psychosocial evaluation inside a secure centre and begins care planning. Continuous observation aims to mitigate overdose risk and gather evidence for the subsequent hearing.
- **5. Formal Hearing**. Within three days, a panel of one lawyer, one physician, and one public member will hear evidence from the statutory director, the treatment team, and the individual (with counsel or advocate if requested). If criteria are not met, the person is discharged with voluntary referrals; if met, the panel crafts a compassionate care plan.



AILEEN BURKE Senior Associate

Aileen holds an MA in Political Science and has been a part of creating and adapting policy and procedure, complex problem solving, and has significant knowledge of the non-profit industry and municipal politics. Aileen has run for all levels of government and has significant experience working on election campaigns.

a.burke@albertacounsel.com



TWO TIERS OF COMPULSORY CARE

- Secure Care Plans (maximum three months at a time) place clients in locked facilities under 24-hour supervision for intensive addiction treatment, medical care and structured programming.
- Community-Based Care Plans (maximum six months at a time) mandate participation in residential recovery, day
 programs, counselling or medication-assisted therapy while the individual lives outside custody.

Orders must be reviewed at least every six weeks and can be renewed successively if the harm threshold persists. The CIC may transition a client from secure to community care or extend durations, providing flexibility to taper restrictions as stability improves.

RIGHTS, REFUSALS AND SAFEGUARDS

A client determined to have capacity may refuse most treatments. However, the bill creates notable exceptions: observation, assessment, clinical advice and, if authorized, the administration of certain Schedule 1 medications (e.g., opioid agonist therapy) may proceed without consent. A substitute decision-maker will be appointed if a treatment team finds an adult lacking capacity. Clients or guardians may appeal CIC decisions to court, and appeal rulings are final.

Critics argue the power to medicate without consent edges close to forced medication regimes struck down elsewhere in Canada. However, supporters counter that opioid withdrawal can be life-threatening and rapid pharmacological intervention is often lifesaving. Whether Alberta's approach strikes the right balance between autonomy and safety will almost certainly be tested in court.

IMPLEMENTATION HURDLES

Bed Space and Workforce. Bill 53's efficacy hinges on the availability of secure beds, certified physicians, counsellors and community-based support. Converting or building secure units will require new capital and operational dollars. Meanwhile, primary-care capacity is already stretched, and the medical director model assumes a stable cadre of addiction-credentialed physicians.

Regulatory Details. The legislation leaves critical pieces to regulation: application forms, evidence standards, certification programs, reporting templates, and licensing criteria for community providers. A compressed regulatory window could generate confusion on the front lines and delay the rollout of the new regime.

Charter Scrutiny. Involuntary treatment impinges on sections 7 and 9 of the Canadian Charter of Rights and Freedoms (life, liberty and security; freedom from arbitrary detention). The government argues any breach is justified under section 1 because of the urgent public health objective and procedural safeguards built into the Act. Civil liberties advocates maintain that less restrictive options—such as expanded voluntary treatment and safe-supply programs—have not been exhausted.

WHAT SERVICE PROVIDERS SHOULD WATCH

- Licensing opportunities—yet stricter oversight. Operators with Mental Health Services Protection Act licences can seek CIA designation but must accept six-week reporting cycles and inspections.
- Insurance and liability. Offering secure care to unwilling adults raises malpractice worries; providers should confirm
 coverage for restraint and seclusion.
- Data sharing. The Commission's information-demand powers override FOIP and PIPA; new policies may be needed.
- Staffing requirements. Treatment teams must include at least a physician, nurse, counsellor and social worker—challenging in rural areas.

WHAT COMES NEXT?

Bill 53 passed first reading on 15 April and is scheduled for committee review in early May. The government hopes for Royal Assent before the Legislative Assembly rises in May, with regulations to follow by fall and phased implementation in early 2026.

Parallel investments are expected in detox expansion, recovery-oriented housing and workforce training, to be detailed in the forthcoming provincial budget update.



ALBERTA IN THE NATIONAL SPOTLIGHT

If enacted, the Compassionate Intervention Act would make Alberta a national outlier, potentially influencing policy discussions in provinces wrestling with escalating overdose deaths and calls for tougher measures. In British Columbia, where involuntary adolescent treatment has been debated for years, officials will watch closely to see whether Alberta's model withstands judicial review and produces measurable declines in mortality, hospitalizations, and public disorder.

Internationally, jurisdictions such as Portugal, Norway, and several U.S. states employ variants of court-ordered addiction treatment with mixed evidence on long-term outcomes. Proponents argue Alberta's six-week review cycle and a blend of secure and community care provide an opportunity to generate robust data on what works.

THE BOTTOM LINE

Proponents say the CIA pauses chaos long enough for evidence-based therapies—medication-assisted treatment, counselling, housing supports—to take hold. Critics reply that recovery founded on trust cannot begin in restraints. Public health scholars argue that whichever side prevails, the debate is forcing governments to confront the gaps in the existing patchwork and to define clear metrics—beyond overdose counts—by which success will be judged. Whether the Act ultimately balances autonomy and safety will hinge on bed capacity, sustainable funding and the rigour of its six-week review cycle.

For now, Alberta finds itself at the forefront of a contentious, consequential experiment—one that could redefine the boundaries between autonomy and collective responsibility in Canada's response to the addiction crisis.





POLITICAL EVENTS

NDP-Pints & Politics

Thursday, May 29th @ 6:30PM

Location: Hart's Table, Edmonton

- Join Rakhi Pancholi and the Edmonton-Whitemud Alberta NDP for a fundraiser evening.
- . Tix: \$20 (albertandp.ca/events)

UCP - An Evening with Danielle Smith

Tuesday, May 13th, 2025 @ 5:30PM

Location: Edmonton Inn

- Join Danielle Smith and the UCP for an evening event featuring the Premier and numerous UCP MLAs.
- Tix: \$175(unitedconservative.ca/events)

UCP - An Evening with Danielle Smith

Thursday, June 12th @ 5:00PM

Location: Bow Vally Ranche Restaurant, Calgary

- Join Danielle Smith and Myles McDougall for an evening dinner and political discussion.
- Tix: \$350 (unitedconservative.ca/events)

Alberta Counsel - Non-Profit Day 2025

June 17th @ 6:00PM

Location: Fantasyland Hotel, Edmonton

- Join Alberta Counsel and ECVO for the third-edition of Non-Profit Day! We will host a day of informative breakout sessions and inspiring speakers designed to help non-profit leaders from across Alberta.
- Tix: \$150 Early Bird (nonprofitday.ca)





SCOTT RATCH

Scott has recently completed a
Bachelor of Arts degree in political
science at the University of
Alberta. While at university, he
completed a co-op term as a
Student Policy Analyst with the
Government of Canada and
served as an editor for the
Political Science Undergraduate
Review (PSUR).

s.ratch@albertacounsel.com





Source: Alberta.ca

RAE-ANN LAJEUNESSE DEPUTY MINISTER OF HEALTH

Scott Ratch

Rae-Ann Lajeunesse is a seasoned public servant with over three decades of experience in Alberta's public service. She was recently appointed as the Deputy Minister of Health in April 2025, under Minister Adriana LaGrange. The ministry is currently in the process of restructuring the province's health care system, including decentralizing Alberta Health Services into four separate agencies.

Lajeunesse's journey in the public service began in 1995 as a correctional peace officer at the Edmonton Remand Centre. Over the years, she has worked her way up to various senior leadership roles across several Alberta government ministries. This includes four ADM roles in the ministries of Justice and Solicitor General, Human Services and Children's Services. She has also previously served as the Deputy Minister of Transportation and Economic Corridors, and most recently, as Deputy Minister in the newly created Ministry of Public Safety and Emergency Services.

Her extensive experience encompasses frontline operations, policy development, and executive leadership. Lajeunesse holds a correctional services diploma from Grant MacEwan College, along with a Bachelor of Arts and a Master of distance education from Athabasca University.



PASCAL RYFFEL VP of Corporate Development and Government Relations

After completing his MA in Media and International Development, Pascal spent four years with the Alberta NDP Caucus. Pascal has been directly involved in Alberta politics for almost two decades, including as a candidate in 2008, and has a deep and current knowledge of Alberta politics. Pascal has been with Alberta Counsel since 2015.

pr@albertacounsel.com



AT A GLANCE

In the Media

Democratic Reforms in Alberta

The government of Alberta has introduced omnibus legislation to overhaul how elections are conducted in the province. Electoral changes include banning electronic tabulators, eliminating vouching, shortening reporting deadlines, enforcing constituency-based voting, and tightening special ballot procedures. Additionally, requirements for referendum questions are loosened, reducing the threshold for a successful question to a minimum of 10 per cent of all eligible elector's approval.

"I believe that democracy thrives when people trust the process. These changes would make elections at every level in Alberta more accessible and transparent while protecting their integrity, ensuring confidence in the outcomes. We are also creating more opportunities for Albertans to be involved in direct democracy and to have their say on issues that matter to them," commented Premier Danielle Smith.

Smith's Response to the Federal Election

Following last Monday's federal election results, Premier Danielle Smith congratulated Prime Minister Mark Carney for securing a minority mandate for the federal Liberals. She additionally thanked Conservative leader Pierre Poilievre for empowering Albertans and the energy sector. However, Smith vowed to protect the province from federal government threats to its energy and resource sectors.

"Albertans will have an opportunity to discuss our province's future, assess various options for strengthening and protecting our province against future hostile acts from Ottawa, and to ultimately choose a path forward," stated Smith. A special caucus meeting was held on Friday to discuss the province's response to the election's outcome.

Water Act Engagement

The Ministry of Environment and Protected Areas is reopening the Water Act to make reforms that strengthen the system and increase water availability. Proposed changes include simplifying licence changes and transfers, improving water use data, allowing for safe low-risk inter-basin transfers, and supporting using alternative sources like rainwater, stormwater, and recycled wastewater. The existing "first-in-time, first-in-right" preferential system will not be changed.

"Albertans have given us clear feedback on the Water Act, that it can and should be reviewed, and suggested specific updates for further discussion," stated Minister Rebecca Schulz. Online public engagement is open until June 30th, 2025, and in-person consultation sessions will occur throughout May.

Legislative Changes in Healthcare

Minister of Health Adrina LeGrange has introduced new legislation to amend and consolidate numerous acts in the service of restructuring Alberta's healthcare delivery systems. "A year and a half in, and we are in the final stages of refocusing Alberta's health care system. The proposed changes will help us continue to improve the health care system for all Albertans," commented LeGrange.

The bill repeals the Hospitals Act, shifts public health functions to Primary Care Alberta and Alberta Health, and standardizes governance language across legislation. It also expands oversight powers and enables improved data use in continuing care, among other changes.

THE NEWS from ALBERTA COUNSEL



AARON SINGLETON Associate - Digital Campaigns

Aaron brings years of political experience to our already strong government relations team. He leads Alberta Counsel's digital campaign portfolio which has quickly grown to include public relations support on issues ranging from the grassroots level to national reach. Having been trained by a leading digital organizer in the United States, he is well-equipped to take your digital campaigns to the next level by supporting clients'; existing government relations objectives.

He earned a BA in Political Science from the University of Alberta and brings additional experience supporting progressive campaigns at both the provincial and federal level since 2011.

a.singleton@albertacounsel.com





ALBERTA'S FEDERAL ELECTION FALLOUT

Aaron Singleton

On Monday afternoon, Premier Danielle Smith gave a live address that was clearly intended for a nation-wide audience. Citing familiar grievances with Ottawa and the federal government, the address felt more like setting the stage for the next provincial election question than an update.

In fact, one may reasonably assume when reading between the lines, that the next provincial election could be called early – 2026 to be specific. When speaking to the creation of an "Alberta Next" panel, Premier Smith spoke of their mandate to deliberate Alberta's future in Canada.

"After the work of the panel is finished, it is likely we will place some of the more popular ideas discussed with the panel to a provincial referendum so all Albertans can vote on them sometime in 2026."

Similar to placing the equalization referendum on the 2021 municipal election ballot, the goal of this could very well be to attract more conservative voters to the polls to capitalize on frustrations they hold with the federal government in Ottawa. And now, the provincial government is warming up to the idea of a question on separation being put to a referendum vote.

"To be clear from the outset, our government will not be putting a vote on separation from Canada on the referendum ballot; however, if there is a successful citizen-led referendum petition that is able to gather the requisite number of signatures requesting such a question to be put to a referendum, our government will respect the democratic process and include that question on the 2026 provincial referendum ballot as well."

While the Premier has attempted to wash her hands of the question, it is difficult to reconcile given her government tabled legislation immediately following the federal election to make it easier to get a question on the ballot (reducing the number of signatures required and increasing the amount of time to collect them).

Also included were a list of demands from the Premier:

- Guaranteed corridor and port access to tidewater off the Pacific, Arctic and Atlantic coasts for the international export of Alberta oil, gas, critical minerals and other resources in amounts supported by the free market, rather than by the dictates and whims of Ottawa.
- The end of all federal interference in the development of provincial resources by repealing the no new pipelines law Bill
 C-69, the oil tanker ban, the net zero electricity regulations, the oil and gas emissions cap, the net zero vehicle mandate, and any federal law or regulation that purports to regulate industrial carbon emissions, plastics or the commercial free speech of energy companies.
- The federal government must refrain from imposing export taxes or restrictions on the export of Alberta resources without the consent of the Government of Alberta.
- The federal government must provide to Alberta the same per-capita federal transfers and equalization as is received by the other three largest provinces — Quebec, Ontario and British Columbia

Following the Premier's address, Naheed Nenshi held his own address on behalf of the Alberta NDP. While he very much contrasted what Premier Smith said, he did acknowledge certain frustrations Albertans do have with the federal government.

"And certainly, Albertans have not had the best deal from confederation. I've never shied away from saying that. Equalization is not fair. I worked so hard as Mayor of Calgary with the Premier of Alberta to secure one pipeline to tidewater — and conservatives haven't been able to build one since. We don't have access for our resources. We don't have respect for not just our economic power but our social innovation that happens here."

But he stressed that the fight is with Donald Trump and the United States, not with the federal government. And he offered demands of his own to the premier.

"Premier, you have two choices. Actually denounce separatism — no ifs, no ands, no buts. Say you are a proud Canadian, you're a proud Albertan and you won't stand for a referendum — or just call a referendum. Just do it... Let's ask Albertans to decide and when you get the resounding thumping defeat that you so richly deserve, let's get on with the job of building a better Alberta and a better Canada."

Suffice it to say – the campaign for the next provincial election has officially soft-launched. It seems as though Albertans may not have to wait until 2027 to decide the political future of our province, so expect both the UCP and Alberta NDP to start ramping up fundraising and outreach efforts for the next number of months.



AR118837

May 12, 2025

His Worship Evan Clarence Raycraft Mayor Village of Innisfree PO Box 69 Innisfree AB T0B 2G0

Dear Mayor Raycraft:

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

For the Village of Innisfree:

- The 2025 LGFF Capital allocation is \$219,948.
 - This includes \$33,345 in needs-based funding allocated to local governments with a population less than 10,000 and a limited local assessment base.
- The 2025 LGFF Operating allocation is \$73,536.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2026, your community will be eligible for \$206,327. Information on 2027 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2023/24 and 2024/25 has been confirmed and used to calculate 2027 program funding.

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

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

Sincerely,

Ric McIver Minister

Ric Melver

cc: Kayla Paranych, Chief Administrative Officer, Village of Innisfree

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550





To Whom It May Concern,

On behalf of the Innisfree Delnorte School Parent Council, we are reaching out with a heartfelt request for funding support toward an educational initiative we feel is both timely and deeply needed in our community.

Over the past several years—and most recently, with the heartbreaking loss of a father and husband from one of our student families—our community has been impacted by multiple losses. These moments of grief ripple through our classrooms, our homes, and our hearts. They leave children with questions too big for their age, and families and educators looking for ways to help, to support, to 'do something' meaningful.

In light of this, we would like to bring in Jeremy Allen—licensed funeral director, grief educator, and founder of Death Ed.—to speak to all classes during the school day and to host an evening presentation for the wider community. Jeremy lives in rural Alberta and has spent over 20 years walking alongside grieving families. His work is rooted in compassion, honesty, and the simple but powerful act of showing up for one another.

Through Death Ed., Jeremy helps normalize conversations about grief and loss—taking them out of the shadows and into the light where they can be spoken about with care. His approach is anything but clinical; instead, it feels like a one-on-one conversation—real, honest, and human. He shows that we *can* talk about death and grief in age-appropriate ways, and in doing so, we can create space for healing, understanding, and connection.

We believe Jeremy's visit will make a lasting impact—not only for our students and staff but for our entire community. His presence and message could be a vital part of our collective healing and a step forward in creating a culture where no one feels alone in their grief.

You can learn more about Jeremy and his work at www.DeathEd.ca or by visiting his Instagram and Facebook pages at @DeathEd.ca.

We are grateful for your consideration of this request, and for your continued support of the well-being of our students and community.

With appreciation,
Marilyn Newton
On behalf of the Innisfree Delnorte School Parent Council





To Whom It May Concern,

On behalf of the Innisfree Delnorte School Parent Council, we are reaching out with a heartfelt request for funding support toward an educational initiative we feel is both timely and deeply needed in our community.

Over the past several years—and most recently, with the heartbreaking loss of a father and husband from one of our student families—our community has been impacted by multiple losses. These moments of grief ripple through our classrooms, our homes, and our hearts. They leave children with questions too big for their age, and families and educators looking for ways to help, to support, to 'do something' meaningful.

In light of this, we would like to bring in Jeremy Allen—licensed funeral director, grief educator, and founder of Death Ed.—to speak to all classes during the school day and to host an evening presentation for the wider community. Jeremy lives in rural Alberta and has spent over 20 years walking alongside grieving families. His work is rooted in compassion, honesty, and the simple but powerful act of showing up for one another.

Through Death Ed., Jeremy helps normalize conversations about grief and loss—taking them out of the shadows and into the light where they can be spoken about with care. His approach is anything but clinical; instead, it feels like a one-on-one conversation—real, honest, and human. He shows that we *can* talk about death and grief in age-appropriate ways, and in doing so, we can create space for healing, understanding, and connection.

We believe Jeremy's visit will make a lasting impact—not only for our students and staff but for our entire community. His presence and message could be a vital part of our collective healing and a step forward in creating a culture where no one feels alone in their grief.

You can learn more about Jeremy and his work at www.DeathEd.ca or by visiting his Instagram and Facebook pages at @DeathEd.ca.

We are grateful for your consideration of this request, and for your continued support of the well-being of our students and community.

With appreciation,
Marilyn Newton
On behalf of the Innisfree Delnorte School Parent Council