

**REGULAR MEETING AGENDA
SUMMER VILLAGE OF BIRCHCLIFF
FEBRUARY 16, 2023 @ 9:00 A.M.**

A. CALL TO ORDER

B. AGENDA - additions/deletions
 - adoption

C. ADOPTION OF MINUTES - Regular Meeting Minutes, January 19, 2023

D. INFORMATION ITEMS

- 1) Accounts Payable Update
- 2) Yearend Report
- 3) Development Update
- 4) CAO Report

E. REQUESTS FOR DECISION

1) **Finance**

- a) Capital Budget/Plan

2) **Council & Legislation**

- a) Municipal Leaders Caucus
- b) Communication Policy

3) **Public Works**

- a) Waste Management Bylaw

F. COUNCIL REPORT

1) **Council Reports**

- a) Roger Dufresne
- b) Ann Zacharias
- c) Frank Tirpak

2)Committee Reports

- a) Julie Maplethorpe, Summer Village of Jarvis Bay
 - Town of Sylvan Lake Library Board
 - Parkland Regional Library Board

3) Information

- a) National Police Federation

4) Upcoming Meetings

- a) Next Council Meeting – March 16, 2023

G. ADJOURNMENT

Summer Village of Birchcliff
Regular Meeting Minutes
January 19, 2023

C-1

Minutes of a Regular Council Meeting of the Summer Village of Birchcliff, Province of Alberta, held January 19, 2023, in the Summer Villages on Sylvan Lake Administration Office at Sylvan Lake, Alberta.

IN ATTENDANCE Mayor: Roger Dufresne
Deputy Mayor: Ann Zacharias
CAO: Tanner Evans via zoom
Public Works Manager: Owen Olynyk
Development Officer: Kara Kashuba
Finance Manager: Tina Leer
Recording Secretary: Teri Musseau

CALL TO ORDER The Meeting was called to order at 9:04 a.m. by Mayor Dufresne.

**AGENDA
APPROVAL**

BCC-23-001 MOVED by Deputy Mayor Zacharias that the agenda be adopted as presented.
CARRIED

CONFIRMATION OF MINUTES

BCC-23-002 MOVED by Mayor Dufresne that the minutes of the regular meeting of Council held on November 24, 2022, be approved as presented.
CARRIED

BCC-23-003 MOVED by Deputy Mayor Zacharias that the minutes of the regular meeting of Council held on December 24, 2022, be approved as presented.
CARRIED

BCC-23-004 MOVED by Deputy Mayor Zacharias that the minutes of the Municipal Planning Commission meeting held on November 24, 2022, be approved as presented.
CARRIED

INFORMATION ITEMS

- 1) Accounts Payable
- 2) Public Works Report

Councillor Tirpak joined the meeting at 9:28 a.m.

- 3) Development Update
- 4) Resident Letter
- 5) Audit Plan

BCC-23-005 MOVED by Councillor Tirpak that Council accept the information items as presented.
CARRIED

REQUEST FOR DECISION

COUNCIL & LEGISLATION

- BCC-23-006

Emerging Trends in Municipal Law

MOVED by Deputy Mayor Zacharias that Council accept the Emerging Trends in Municipal Law seminar as information.

CARRIED
- BCC-23-007

Alberta Municipalities Insurance Liability Issue

MOVED by Mayor Dufresne that based on Administration’s recommendation, Council deny the resident request to cover the repair costs for his hot tub cover that was damaged by a fallen tree.

CARRIED

PUBLIC WORKS

- Bylaw #240-23
BCC-23-008

Waste Management Bylaw

MOVED by Deputy Mayor Zacharias that Council give 1st reading to the Waste Management Bylaw #240-23.

CARRIED

COUNCIL REPORTS

- Deputy Mayor Zacharias

- No reports

Councillor Tirpak

- No reports

Mayor Dufresne

- Upcoming Joint Services Committee Meeting
- BCC-23-009

MOVED by Mayor Dufresne that Administration send letter to the board at Sunnyside Church Camp advising of their resident request to Council asking for permanent residency, and ensure that the process laid out in the Church Camp’s 2003 Area Structure Plan is being followed.

CARRIED

COMMITTEE REPORTS

- Julie Maplethorpe, Summer Village of Jarvis Bay

- Parkland Regional Library Board

CORRESPONDENCE

- Urgent Care Committee

INFORMATION ITEM

- Association of Summer Villages of Alberta

BCC-23-010 MOVED by Deputy Mayor Zacharias that Council accept the Council, Committee, Correspondence, and Information items as information.
CARRIED

NEXT MEETING

BCC-23-011 MOVED by Mayor Dufresne that the next meeting of Council be held February 16, 2023, at 9:00 a.m.
CARRIED

ADJOURNMENT

BCC-23-012 MOVED by Mayor Dufresne that being the agenda matters have been concluded, the meeting adjourned at 11:33 a.m.

ROGER DUFRESNE, MAYOR

TANNER EVANS, CAO

Summer Village of Birchcliff**Administration and Finance****February 16, 2023****Information Item****Agenda Item: *Accounts Payable Update*****Background:**

Total payables processed and presented to Council \$ 10,602.44

The following list identifies any payments over \$3,000:

- | | | |
|-------------------------------------|----|----------|
| 1. Al's Bobcat & Trucking | \$ | 3,629.85 |
| a. Sanding-Jan 2 – 13 th | | |
| b. Sanding-Jan 16- 30 th | | |
| 2. Summer Village of Norglenwold | \$ | 3,713.72 |
| a. Dec 2022 Muni Specific Costs | | |
| b. Dec 2022 Shared Costs | | |

Council Expense Claims Report:**January 2023**

- | | | |
|------------------|----|--------|
| ▪ Roger Dufresne | \$ | 586.64 |
| ▪ Ann Zacharais | \$ | 140.20 |
| ▪ Frank Tirpak | \$ | 130.00 |

Administrative Recommendations:

Council to accept as information.

Authorities:

MGA 207 (c): The chief administrative officer advised and informs the council on the operations and affairs of the municipality.

Date Printed
2023-02-07 1:39 PM

Summer Village of Birchcliff
List of Accounts for Approval (Detailed)
 Batch: 2023-00006 to 2023-00009

Page 1

Bank Code - MAIN - General Bank

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
1140	2023-01-31	Al's Bobcat & Trucking			
19215		232-000-255 - Plowing Program	Sanding-Jan 2 - 13th	1,452.00	
		312-000-260 - GST Paid Refund	GST Tax Code	72.60	1,524.60
19262		232-000-255 - Plowing Program	Jan16 - 30/2023 Sanding/Si	2,005.00	
		312-000-260 - GST Paid Refund	GST Tax Code	100.25	2,105.25
			Payment Total:		3,629.85
1141	2023-01-31	Assoc of Summer Villages			
SI-31		211-302-220 - Mem ASVA	2023 ASVA Membership	975.00	975.00
1142	2023-01-31	Association of Alberta Municipalities			
20230031		211-301-220 - Mem AUMA	AB Municipalities Membersh	1,008.51	
		312-000-260 - GST Paid Refund	GST Tax Code	50.43	1,058.94
1143	2023-01-31	Empringham Disposal Corp			
42393		243-000-200 - Contracted Servic	Dec 2022 Bi Weekly Collect	390.00	
		312-000-260 - GST Paid Refund	GST Tax Code	19.50	409.50
42398		243-000-200 - Contracted Servic	Jan 2023 Bi Weekly Collecti	465.00	
		312-000-260 - GST Paid Refund	GST Tax Code	23.25	488.25
			Payment Total:		897.75
			Total Computer Cheque:		6,561.54

EFT

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
252	2023-01-17	Summer Villages of Norglenwold			
2022-00159	Accrual	212-400-230 - Legal Fees	Brownlee-Development Agr	1,015.85	1,015.85
2022-00166	Accrual	212-400-231 - Audit Fees	Metrix-First Audit Dec 31/22	1,700.00	1,700.00
2022-00170	Accrual	212-100-110 - Salaries	Salaries	0.00	
		212-100-130 - Training	Training	0.00	
		212-100-140 - Benefits	Shared Benefits	0.00	
		212-100-210 - Travel & Subsis	Travel & Subsistence	0.00	
		212-100-211 - WCB	WCB	0.00	
		212-100-266 - PW Fleet	PW Fleet	327.24	
		212-200-215 - Postage/Freight/C	Postage/Freight	-34.70	
		212-200-500 - Printing Costs	Printing Costs	75.95	
		212-200-510 - Office Supplies	Office Supplies	67.76	
		212-300-217 - Phone/Fax/Intern	Shared Phone/Fax	105.90	
		212-300-540 - Utilities	Utilities	134.85	
		212-300-250 - Facility Improvem	Facilitiy Improvements	0.00	
		212-300-255 - Facility Maintena	Facility Maint.	257.27	
		212-300-263 - Condominium Co	Condominium	0.00	
		212-300-240 - Computer Softwa	Computer Software	63.60	
		212-300-242 - IT Equipment	IT Equipment	0.00	
		212-300-265 - Equipment Mainte	Equip Maintenance	-12.62	
		212-300-270 - Equipment Renta	Equip Rental	12.62	
		212-300-510 - Other Contingenc	Contingency	0.00	
		212-300-530 - Building Insuranc	Building Insurance	0.00	997.87
			Payment Total:		3,713.72
			Total EFT:		3,713.72

OTHER

Date Printed
2023-02-07 1:39 PM

Summer Village of Birchcliff
List of Accounts for Approval (Detailed)
 Batch: 2023-00006 to 2023-00009

Page 2

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
3364 MPC2022	2023-01-31	Jonathan Paulgaard 261-000-210 - MPC Costs	MPC Meetings from 2022 n	300.00	300.00
3375 CP1-23	2023-01-31	Receiver General/ OTH 312-000-262 - CRA Remuneratic	CPP Jan 2023 Remuneratic	27.18	27.18
			Total Other:		<u>327.18</u>
			Total MAIN:		<u>10,602.44</u>



Council Expense Claim Form

NAME: Roger DufresnePOSITION: MayorMONTH ENDING: January-2023

Please follow the below steps for the formulas to work correctly.

1. Save this document to your desktop.
2. Right click the document, hover your mouse over "open with" then select "Adobe Acrobat".

Village Business

DATE	EVENT	TIME SPENT	CLAIM	TOTAL
1/19/23	Regular Council	3	Mayor	\$ 130.00
1/24/23	Red Deer Polytechnic - AB Mayors	3.5	Mayor	\$ 130.00
1/25/23	Joint Services Committee	3	Mayor	\$ 130.00
1/31/23	HRSC	1	Mayor	\$ 130.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
	Select Event		Title	\$ 0.00
If event is other please type it in.				\$ 520.00

COPY

Travel

DATE	EVENT	RETURN TRIP TOTALS (KM)	RATE	TOTAL
1/19/23	Regular Council	17.00	\$0.68	\$ 11.56
1/24/23	Red Deer Polytechnic - AB Mayors	64.00	\$0.68	\$ 43.52
1/25/23	Joint Services Committee	17.00	\$0.68	\$ 11.56
1/31/23	HRSC	0.00	\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
	Select Event		\$0.68	\$ 0.00
				\$ 66.64

Other Expenses

DATE	EXPENSE	SUBTOTAL	G.S.T	TOTAL
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00

MAYOR: _____

C.A.O: _____

TOTAL PAYABLE: \$ 586.64

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Summer Village of Birchcliff

Finance

Request for Decision

Agenda Item: *Yearend Report*

Background:

Administration would like to provide the following Yearend Financial information to Council.

Please be aware that these reports have been prepared prior to the yearend audit, amortizations and yearend adjusting entries done by the Auditors. The Auditors will be in our office the week of February 6th.

Options for Consideration:

- The Operating Budget Report to December 31, 2022
- A surplus of \$35,567.72 is noted prior to Audit being done.
- Tax penalties are overall down in revenue
- The CCBF Grant was not received in 2022
- Mayor and Deputy Mayor's remuneration experienced some overages.
- Joint Services budget overages were discussed in the JSC meeting last month.
- Legal costs were up in 2022.
- RCMP policing costs have not been invoiced as of yearend. This will be an Audit adjusting entry done as part of the Audit.
- Green Space is largely over budget due to several tree removals and pathway maintenance.
- The Road Maintenance budget was not fully used in 2022. Only street sweeping and cold pouring was done.
- Pathway Program is also over due to Pathway costs ie. bollards and washout, etc.
- Wastewater Maintenance is over do to Hydrovac needs.
- The WW Usage budget has not been fully used. The SLRWWC is currently reconciling their over billing in 2020 and 2021. 2 large credits have been used against their regular monthly invoicing. A \$7,286 credit was given for 2021 and we have just received a \$12,437.76 for 2020. Our Auditor has been made aware of this issue.

- The Capital Budget Report to December 31, 2022
- The Shoreline & Bank Stabilization - MSI Grant of \$48,000 had \$5,561.25 in expenses in 2022, \$4,000 of which was grant fundable and \$1,561 (Legal) was an unqualified cost.
- All yearly MSI Capital Grant allocations up to and including 2021 have been received. The 2022 allocation of \$67,798 has not be received. It is expected that the 2023 allocation will also be \$67,798.

** In 2022 we carried forward \$50,037 MSI Funds + the 2022 Allocation of \$67,798 and spent \$4,000 = \$113,835 available for future years MSI. (\$44,000 remains to be spent in Shoreline Project costs).

**Therefore we have \$69,835 MSI funding remaining + 2023 allocation \$67,798 = \$137,633 in total to access for new MSI funded projects.

- MSI Financial Summary Report & Project SFE is attached for further detail.

- Alberta School Foundation Report to December 31, 2022
- The ASFF Invoicing came in as Budgeted this year. The deficit of \$538.92 is a property reassessment that was done by the Assessor after tax preparation on a demolition property and the Designated Industrial tax of \$39.52 that we collect for the Province, but we do not send if it is under \$50.

- ATB Bank Account - December 31, 2022
 - \$701,253.19 (\$698,808.00 on reporting date)
- Historical Bank Balances Report

Reserves and Deferred Accounts at December 31, 2022

- | | |
|------------------------------|---------------------------------------|
| • Accumulated Surplus | 24,000.00 |
| • Completions Deposits | 93,000.00 |
| • Deferred Revenue (Grants) | 45,525.28 (\$5,561.25 mvd to Project) |
| • JSC IT Reserve | 1,000.00 |
| • Reserves Roads | 351,965.06 |
| • Reserves Operating Sewer | 0.00 |
| • Reserves Wastewater | 56,806.90 |
| • Reserves General Operating | 4,501.95 |
| • Reserves Env/Open Spaces | 32,000.50 |
| • Reserves Pathway | 0.00 |
| • Reserves Fleet Replacement | 0.00 |
| • Reserves Infrastructure | 46,500.00 |
- Unpaid Taxes as of Jan 31/22
 - 3 Properties - \$131.16

Administrative Recommendations:

To accept the Yearend Financial Report as information.

Authorities:

MGA 207 (c) "advises and informs the council on the operation and affairs of the municipality"

Report Date
2023-02-08 10:18 AM

Summer Village of Birchcliff
Operating Budget
For the Period Ending December 31, 2022

Page 1

	Budget	Year to Date	Budget Remain	%
Revenue				
101-100-110 - Taxes Residential	349,890.28	349,455.54	(434.74)	0.12-
101-000-510 - Taxes Penalties Costs	5,071.87	3,076.35	(1,995.52)	39.34-
112-000-410 - Sale of Service and S	520.00	500.00	(20.00)	3.85-
112-000-540 - Interest Charges		135.01	135.01	
112-000-550 - Return on Investments	9,360.00	18,179.84	8,819.84	94.23
112-000-570 - Other Revenue	1,040.00	3,390.82	2,350.82	226.04
112-000-575 - Memorial Bench Donations				
112-000-740 - MSI-Operational	10,420.00	10,419.00	(1.00)	0.01-
112-000-755 - CCBF Grant Revenue Expected	11,500.00		(11,500.00)	100.00-
121-000-530 - Fines Provincial Coll	717.91	329.00	(388.91)	54.17-
142-000-410 - Wastewater Useage Levy	83,319.00	82,717.03	(601.97)	0.72-
143-000-200 - Garbage/Recycling				
161-000-410 - Certificates Complian	93.60	400.00	306.40	327.35
161-000-510 - Inspection Fees	1,171.94	5,536.23	4,364.29	372.40
161-000-520 - Development Permits	5,523.64	4,642.20	(881.44)	15.96-
161-000-590 - Encroachment Fees	105.47	80.00	(25.47)	24.15-
Total Revenue:	478,733.71	478,861.02	127.31	0.03
Expenditures				
Council and Legislation				
211-101-150 - Mayors Remuneration	3,600.00	6,210.00	(2,610.00)	72.50-
211-101-210 - M&S Mayor	644.00	2,902.76	(2,258.76)	350.74-
211-102-150 - Deputy Mayor Remunera	3,000.00	3,630.00	(630.00)	21.00-
211-102-210 - M&S Deputy	676.00	454.76	221.24	32.73
211-103-150 - Councilor Remuneratio	2,400.00	2,110.00	290.00	12.08
211-103-210 - M&S Councillor	551.20	103.09	448.11	81.30
211-201-212 - R&C ASVA	431.11	295.00	136.11	31.57
211-202-212 - R&M AUMA	862.22	600.00	262.22	30.41
211-203-212 - Council Education Opportunities	475.49	165.00	310.49	65.30
211-301-220 - Mem AUMA	969.00	986.66	(17.66)	1.82-
211-302-220 - Mem ASVA	994.55	975.00	19.55	1.97
211-303-220 - Mem FCM	104.00	113.88	(9.88)	9.50-
211-304-220 - Mem Mayors and Reeves				
Total Council and Legislation:	14,707.57	18,546.15	(3,838.58)	26.10-
Administration				
212-100-110 - Salaries	105,829.00	109,572.06	(3,743.06)	3.54-
212-100-130 - Training	1,914.60	2,159.47	(244.87)	12.79-
212-100-140 - Benefits	3,568.70	3,817.79	(249.09)	6.98-
212-100-210 - Travel & Subsistence	2,297.86	2,382.11	(84.25)	3.67-
212-100-211 - WCB	1,775.15	1,685.48	89.67	5.05
212-100-266 - PW Fleet	1,675.27	1,539.29	135.98	8.12
212-200-215 - Postage/Freight/Couri	1,923.06	1,698.47	224.59	11.68
212-200-500 - Printing Costs	1,275.03	1,843.50	(568.47)	44.58-
212-200-510 - Office Supplies	3,111.22	3,417.03	(305.81)	9.83-
212-300-217 - Phone/Fax/Internet	1,196.62	1,349.95	(153.33)	12.81-
212-300-240 - Computer Software/Mtn	2,509.08	4,091.47	(1,582.39)	63.07-
212-300-242 - IT Equipment	478.65	629.59	(150.94)	31.53-
212-300-250 - Facility Improvements	1,435.90	838.80	597.10	41.58
212-300-255 - Facility Maintenance	5,088.52	5,496.35	(407.83)	8.01-
212-300-263 - Condominium Costs	1,109.27	2,345.34	(1,236.07)	111.43-

Report Date
2023-02-08 10:18 AM

Summer Village of Birchcliff
Operating Budget
For the Period Ending December 31, 2022

Page 2

	Budget	Year to Date	Budget Remain	%
212-300-265 - Equipment Maintenance	119.66	119.00	0.66	0.55
212-300-270 - Equipment Rental	717.97	629.30	88.67	12.35
212-300-510 - Other Contingency	119.66	238.22	(118.56)	99.08-
212-300-530 - Building Insurance	612.37	593.02	19.35	3.16
212-300-540 - Utilities	3,111.22	4,583.00	(1,471.78)	47.31-
212-400-220 - Election Expenses/Mee	1,000.00	74.04	925.96	92.60
212-400-221 - Bank Charges	1,000.00	724.47	275.53	27.55
212-400-222 - Advertising	100.00	739.11	(639.11)	639.11-
212-400-230 - Legal Fees	5,100.00	7,134.25	(2,034.25)	39.89-
212-400-231 - Audit Fees	7,254.24	6,788.03	466.21	6.43
212-400-232 - Assessment Fees	7,900.00	7,954.00	(54.00)	0.68-
212-400-275 - Municipal Insurance	4,296.32	3,312.59	983.73	22.90
212-400-910 - Tax Changes	544.38		544.38	100.00
212-400-911 - Reserve	46,500.00	46,500.00		
212-400-930 - Fleet Replacement Reserve	1,000.00	1,000.00		
212-400-940 - IT Replacement Reserve	500.00	500.00		
Total Administration:	215,063.75	223,755.73	(8,691.98)	4.04-
Protective Services				
223-000-200 - Contract Fire Services	13,438.64	13,279.20	159.44	1.19
224-000-200 - Emergency Management	3,233.32	2,530.62	702.70	21.73
225-000-200 - Policing Costs	15,939.00	588.00	15,351.00	96.31
226-000-200 - Enforcement		85.80	(85.80)	
Total Protective Services:	32,610.96	16,483.62	16,127.34	49.45
Public Works				
232-000-200 - Green Space Program	22,000.00	35,633.30	(13,633.30)	61.97-
232-000-250 - Road Maintenance	27,000.00	9,407.00	17,593.00	65.16
232-000-255 - Plowing Program	24,201.52	25,068.50	(866.98)	3.58-
232-000-265 - Sign Program	2,383.78	972.33	1,411.45	59.21
232-000-270 - Pathway Program	211.33	4,425.00	(4,213.67)	1993.88-
232-000-530 - Ditch & Culvert Progr	3,169.92		3,169.92	100.00
242-000-250 - SLR WasteWater Commis	7,285.00	3,235.85	4,049.15	55.58
242-000-251 - SLR Water Commission				
242-000-255 - Maintenance Program	20,000.00	23,456.87	(3,456.87)	17.28-
242-000-260 - Useage Fees	73,112.00	49,942.38	23,169.62	31.69
243-000-200 - Contracted Services - Solid Waste	12,000.00	9,676.80	2,323.20	19.36
243-000-255 - Landfill Costs	13,211.32	13,236.16	(24.84)	0.19-
Total Public Works:	204,574.87	175,054.19	29,520.68	14.43
Planning and Development				
261-000-110 - Development Services	1,300.00	969.22	330.78	25.44
261-000-210 - MPC Costs	1,560.00	1,160.00	400.00	25.64
261-000-215 - SDAB Costs	832.00	(77.61)	909.61	109.33
261-000-250 - IDP (RDC & TSL, LC)	500.00		500.00	100.00
Total Planning and Development:	4,192.00	2,051.61	2,140.39	51.06
Recreation				
274-000-150 - FCSS Matching Funding	2,104.80	2,104.80		
274-000-200 - Buoy Program	4,160.00	3,976.11	183.89	4.42
275-000-850 - Parkland Regional Lib	1,050.32	1,051.65	(1.33)	0.13-

Report Date
2023-02-08 10:18 AM

Summer Village of Birchcliff
Operating Budget
For the Period Ending December 31, 2022

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	Budget	Year to Date	Budget Remain	%
Total Recreation:	7,315.12	7,132.56	182.56	2.50
Environment				
243-102-150 - Red Deer River Waters	269.44	269.44		
Total Environment:	269.44	269.44	0.00	0.00
Total Expenditures:	478,733.71	443,293.30	35,440.41	7.40
Surplus / Deficit	0.00	35,567.72	35,567.72	0.00

Report Date
2023-01-31 9:45 AM

Summer Village of Birchcliff
Capital Projects Budget
For the Period Ending December 31, 2022

Page 1

	Budget	Year to Date	Budget Remain
Revenue			
197-204-840 - Project MSI-Shoreline & Bank Stabilize	48,000.00	5,561.25	(42,438.75)
Total Revenue:	48,000.00	5,561.25	(42,438.75)
Expenditures			
297-204-840 - Project MSI-Shoreline & Bank Stabilize	48,000.00	5,561.25	42,438.75
Total Expenditures:	48,000.00	5,561.25	42,438.75
Surplus / Deficit	0.00	0.00	0.00

SUMMER VILLAGE OF BIRCHCLIFF

Program Year	Annual Allocation	Payment	Outstanding Balance	% Paid	Statement of Funding and Expenditure Status	Income Earned	MSI Funding Applied to Project Expenditures
2007	\$47,742	\$47,742	\$0	100	Certified	\$175	\$0
2008	\$57,935	\$57,935	\$0	100	Certified	\$1,854	\$0
2009	\$45,912	\$45,912	\$0	100	Certified	\$538	\$0
2010	\$139,350	\$139,350	\$0	100	Certified	\$993	\$22,882
2011	\$143,341	\$143,341	\$0	100	Certified	\$3,964	\$28,623
2012	\$149,994	\$149,994	\$0	100	Certified	\$5,273	\$12,808
2013	\$150,162	\$150,162	\$0	100	Certified	\$5,327	\$3,204
2014	\$163,443	\$163,443	\$0	100	Certified	\$1,634	\$300
2015	\$155,556	\$155,556	\$0	100	Certified	\$6,934	\$23,526
2016	\$144,965	\$144,965	\$0	100	Certified	\$0	\$1,133,749
2017	\$143,485	\$143,485	\$0	100	Certified	\$780	\$105,697
2018	\$178,147	\$178,147	\$0	100	Certified	\$0	\$94,008
2019	\$101,857	\$101,857	\$0	100	Certified	\$1,768	\$81,614
2020	\$138,914	\$138,914	\$0	100	Certified	\$1,076	\$213,434
2021	\$167,189	\$167,189	\$0	100	Certified	\$603	\$189,029
2022	\$67,798	n/a	n/a	0	n/a	n/a	n/a
Total	\$1,995,790	\$1,927,992	\$0			\$30,919	\$1,908,874

"Pending" Project Summary

	Count	Requested Amount	
		Total Project Costs	Requested MSI to be Applied
New Applications			
Draft	0	\$0	\$0
Submitted	0	\$0	\$0
Sub-total	0	\$0	\$0
Amendments *			
Draft	0	\$0	\$0
Submitted	0	\$0	\$0
Sub-total	0	\$0	\$0
TOTAL PENDING:		\$0	\$0

* Amounts reflect the total increase or decrease to the original accepted amounts.

"Accepted" Project Summary

	Ongoing	Completed/Fully Funded	Total
Count	1	6	7
Total Project Costs	\$48,000	\$2,908,349	\$2,956,349
Total MSI Funding to be Applied	\$48,000	\$2,027,760	\$2,075,760
Total MSI Funding Applied	\$0	\$1,908,874	\$1,908,874

A municipality may commit future years' MSI capital funding to eligible project(s) prior to receiving its annual allocation, subject to a commitment limit.

Acceptance of a project on the basis of estimated future funding does not guarantee that future funding will be available.

**Municipal Sustainability Initiative Online (MSIO)
2022 Capital Program**

Statement of Funding and Expenditures (SFE)

Municipality		Office Use Only	
Summer Village of Birchcliff		Municipal Code 0028	SFE#

• **Due Date** - The due date for submitting the 2022 SFE to Alberta Municipal Affairs is May 1, 2023

• **2023 Allocation** - The 2023 Funding Allocation will not be released until the 2021 SFE is certified, the 2022 SFE is received, sufficient 2023 Capital Project Applications submitted, and the 2017 allocation has been reported as fully expended.

MSI Capital Funding Available

Total Funding Carry-Forward from Previous Year	\$50,037	(A)
Funding Allocation in Reporting Year	\$67,798	(B)
Credit Items (including Income Earned) in Reporting Year	\$0	(C)
Total Funding Available in Reporting Year (A+B+C)	\$117,835	(D)

Project Costs and MSI Capital Funding Applied

Reporting Year Expenditures and Funding Sources										
(1) Project Application - CAP No.	(2) Project Name	(3) Status	(4) Remaining MSI Qualifying Project Costs from Column 11 of Previous Year's SFE	(5) Total Actual Reporting Year Project Costs	(6) Non-Qualifying Costs Included in Reporting Year Project Costs	(7) Portion of Reporting Year Qualifying Project Costs to be Funded from Other Grant Programs	(8) Portion of Reporting Year Qualifying Project Costs to be Funded from Municipal Sources	(9) Reporting Year Qualifying Project Costs to be Funded from MSI [5-(6+7+8)]	(10) MSI Funding Applied to Previous (4) and to Reporting Year (9) Qualifying Project Costs	(11) Remaining Qualifying Project Costs to be Funded from MSI Allocations (4+9-10)
CAP-15239	2022 Shoreline and Bank Stabilization	In Progress	\$0	\$5,561	\$1,561	\$0	\$0	\$4,000	\$4,000	\$0
Total								\$4,000	\$4,000	\$0
Total Funding Available for Future Years (D-E)									\$113,835	(F)

Are all Capital projects with 2022 MSI expenditures attached to the SFE? ☐ Yes ☐ No

Comments:

Report Date
2023-01-31 9:45 AM

Summer Village of Birchcliff
ASFF Budget Report
For the Period Ending December 31, 2022

Page 1

	Budget	Year to Date	Budget Remain
Revenue			
101-000-130 - ASFF-Residential	459,048.77	458,470.31	(578.46)
101-100-130 - ASFF-Non-Residential	7,082.13	7,082.13	
101-103-130 - DI - Designated Industrial	36.31	39.52	3.21
Total Revenue:	466,167.21	465,591.96	(575.25)
Expenditures			
201-100-130 - ASFF-Residential	459,048.77	459,048.75	0.02
201-101-130 - ASFF-Non-Residential	7,082.13	7,082.13	
201-300-130 - DI - Designated Industrial	36.31		36.31
Total Expenditures:	466,167.21	466,130.88	36.33
Surplus / Deficit	0.00	(538.92)	(538.92)

Birchcliff Historical Bank Balance Information

<u>Year</u>	<u>1st Qtr</u>	<u>2nd Qtr</u>	<u>3rd Qtr</u>	<u>4th Qtr</u>
2018	\$ 627,882.79	\$ 588,966.70	\$ 1,019,697.93	\$ 873,956.07
2019	\$ 625,711.77	\$ 573,285.13	\$ 1,033,064.45	\$ 764,819.27
2020	\$ 556,083.92	\$ 547,230.15	\$ 1,046,407.14	\$ 781,615.81
2021	\$ 430,128.68	\$ 338,622.10	\$ 1,095,270.33	\$ 811,368.44
2022	\$ 497,905.22	\$ 584,936.63	\$ 1,036,782.68	\$ 701,253.19

Summer Village of Birchcliff

February 16, 2023

Planning and Development

Information Item

Agenda Item: *Development Update*

Background:

Development Permit Update:

Currently there are 95 development permits issued in the Summer Villages (26 in Birchcliff, 3 in Half Moon Bay, 20 in Jarvis Bay, 21 in Norglenwold, and 25 in Sunbreaker Cove).

Current Developments:

1. 145 Birchcliff Road (<i>Landscaping incomplete – in progress</i>)	Demo & Dwelling	Issued in 2018
2. 337 Birchcliff Road (<i>Inspection in Spring</i>)	Dwell, Gar., & GuestHouse	Issued in 2019
3. 355 Birchcliff Road (<i>site inspection complete, outstanding DP conditions</i>)	Addition & Det. Garage	Issued in 2020
4. 137 Birchcliff Road (<i>outstanding landscaping</i>)	Driveway	Issued in 2020
5. 87 Birchcliff Road (<i>complete – require RPR</i>)	Dwelling	Issued in 2020
6. 363 Birchcliff Road	Escarpment Ret. Walls	Issued in 2021
7. 71 Birchcliff Road (<i>site inspection complete, conditions outstanding</i>)	Escarpment Ret. Walls	Issued in 2021
8. 14 Sunnyside Cabin	Demo & Dwelling	Issued in 2021
9. 83 Birchcliff Road	Dwelling	Issued in 2021
10. 94 Birchcliff Lane	Dwelling	Issued in 2021
11. 59 Birchcliff Road	Driveway	Issued in 2021
12. 83 Birchcliff Road	Lakeside Stairs	Issued in 2021
13. 363 Birchcliff Road	Dwelling	Issued in 2021
14. 71 Birchcliff Road	Dwelling	Issued in 2021
15. 187 Birchcliff Road	Demolition & Dwelling	Issued in 2022
16. 163 Birchcliff Road	Dwelling Addition	Issued in 2022
17. 59 Birchcliff Road	Demolition	Issued in 2022
18. 37 Sunnyside Cabin	Demolition & Dwelling	Issued in 2022
19. 81 Sunnyside Cabin	Dwelling Reno's & Deck	Issued in 2022
20. 409 Birchcliff Road	Lakeside Stairs	Issued in 2022
21. Western RV#16	Deck	Issued in 2022
22. 529 Birch Close	Dwelling	Issued in 2022

23.425 Birchcliff Road	Dwelling	Issued in 2022
24.280 Birchcliff Road	Dwelling	Issued in 2022
25.533 Birch Close	Dwelling Addition	Issued in 2022
26.159 Birchcliff Road	Dwelling	Issued in 2022

Open Administrative Files:

1. 71 Birchcliff Road
2. 315 Birchcliff Road
3. 319 Birchcliff Road
4. 317 Birchcliff Road
5. 145 Birchcliff Road
6. 83 Birchcliff Road
7. 413 Birchcliff Road

Permit Summary:

2022 Jan.-Dec.:

13 development permits. Estimated project cost \$4,069,000.00.

2021 Jan.-Dec.:

21 development permits. Estimated project cost \$4,926,500.00.

Administrative Recommendations:

Council to accept as information.

Authorities:

Land Use Bylaw #170/13.

Summer Village of Birchcliff**February 16, 2023****Information****Agenda Item: *CAO Report*****Background:**

- Administration has attached the 2023 CAO goals for your information. Each year the CAO has a list of goals for each individual municipality, along with another set for the Joint Services Committee.
- Administration was asked to update Council on the community docks. Our Public Works Manager has the annual installation of the docks available for bid on Alberta Purchasing Connection, hoping to secure a competitive price. That process will end in February. Once a contractor is chosen, we will be able to bill out the 2023 fees to community dock members. This year there are two additions to be made to community docks.
- Attached is communication from Michael Minchin, CAO of the SLRWWC regarding the proposed aesthetic updates to the Birchcliff lift station.

Options for Consideration:

Council accept as information.

Administrative Recommendations:

Council to accept as information.

Authorities:

MGA 207 (c) “advises and informs the council on the operation and affairs of the municipality”.

Performance Appraisal Form

Name: Tanner Evans	Summer Village: Birchcliff	Position Title: CAO
Date of Review:		Present Job Since: November 2019
Check One: This is a <input type="checkbox"/> Self Review <input type="checkbox"/> Council Review <input type="checkbox"/> Combined Review		

Part 1 - MGA Primary Responsibilities:

Section 207

The chief administration office

- A. Is the administrative head of the municipality;*
- B. Ensures that the policies and programs of the municipality are implemented*
- C. Advises and informs the council on the operation and affairs of the municipality*
- D. Performs the duties and functions and exercises the powers assigned to the chief administrative officer by this and other enactments or assigned by council.*

Section 208

The chief administrative officer must ensure that:

- A. Minutes of each council meeting*
 - i. Are recorded in English language without note or comment*
 - ii. Include the names of the councilors present at the council meeting*
 - iii. Are given to council for adoption at a subsequent council meeting, and*
 - iv. Are recorded in the manner and to the extent required under section 230(6) when a public hearing is held*
- B. All bylaws, minutes of council meetings and other records and documents of the municipality are kept safe*
- C. The minister is sent a list of all the councilors and any other information the ministers requires within 5 days after the term of the councilors begins*
- D. The council is advised in written of its legislative responsibilities under this act*
- E. Subsection (1) applies to the chief administrative officer in respect of council committees that are carrying out the powers, duties and functions delegated to them by the council.*

Primary Responsibility Assessment

Referring back to your assessments in the results section of the goals, please rate your overall contribution to the Summer Village.

<input type="checkbox"/> Unsatisfactory Contribution (UC)	<input type="checkbox"/> Basic Contributor (BC)	<input type="checkbox"/> Solid Contributor (SC)	<input type="checkbox"/> Outstanding Contributor (OC)
Performance that consistently does not meet job standards. Immediate and ongoing improvement required.	Performance that marginally meets but tends to be below acceptable job standards. These individuals contribute at a level requiring more supervision and direction than should be required. Employees at this level require improvement.	Performance that consistently meets and sometimes exceeds job standards. These are individuals who make valued contributions to Summer Villages.	Performance that consistently exceeds job standards by a significant degree. These individuals contribute above what is normally expected by overcoming exceptional challenges and/or applying unique solutions.

Strengths:

Opportunities:

Part 2 – Goal Setting:

Describe specific goals within your scope of responsibilities that will lead to Council achieving its goals. Your goals must drive results and should be directly aligned with those of Council.

Your Individual Goals for this Calendar Year	How will the work be accomplished?	How will this work be measured?	What was actually achieved?
1. BC Capital Plan	Items in capital plan are executed and constructed	Capital plan items are either complete by year end or significant progress has been made	
2. Public Works / Sewer compliance with AEP requirements	Continue work with JSC to address AEP deficiencies	Solution decided on and implemented, goal to be fully compliant by 2024	
3. Procurement Policy	Work with JSC and HRSC on a procurement policy for all 5 municipalities	Procurement Policy completed and adopted by JSC / all 5 councils.	
4. Climate Plan	Continue working with Climate Caucus on an Environmental Plan for Birchcliff and template for other small communities which can eventually be shared with ASVA	Climate plan and template has key points and timelines established, with significant progress made, hoping for completion of BC plan in 2024	

Goals Assessment

Referring back to your assessments in the results section of the goals above, please rate your overall contribution to the Summer Village.

<input type="checkbox"/> Unsatisfactory Contribution (UC)	<input type="checkbox"/> Basic Contributor (BC)	<input type="checkbox"/> Solid Contributor (SC)	<input type="checkbox"/> Outstanding Contributor (OC)
Performance that consistently does not meet job standards. Immediate and ongoing improvement required.	Performance that marginally meets but tends to be below acceptable job standards. These individuals contribute at a level requiring more supervision and direction than should be required. Employees at this level require improvement.	Performance that consistently meets and sometimes exceeds job standards. These are individuals who make valued contributions to the success of the Summer Village.	Performance that consistently exceeds job standards by a significant degree. These individuals contribute above what is normally expected by overcoming exceptional challenges and/or applying unique solutions.

Part 3 – Key Leadership Competencies: To complete this section, please refer to the CAO Leadership Competency Model.

Thought Leadership	Assessment (UC / BC / SC / OC)				Demonstration of Competency (Please provide Specific Examples)
Analyze Issues and Solve Problems	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Identify Improvements	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Results Leadership	Assessment (UC / BC / SC / OC / NR)				Demonstration of Competency
Establish Plans	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Execute Efficiently	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Show Initiative	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
People Leadership	Assessment (UC / BC / SC / OC)				Demonstration of Competency
Solicit Support	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Communicate Effectively	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Relate Well to Others	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Select and Develop	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Personal Leadership	Assessment (UC / BC / SC / OC)				Demonstration of Competency
Demonstrates Credibility	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Readily Adapt	<input type="checkbox"/> UC	<input type="checkbox"/> BC	<input type="checkbox"/> SC	<input type="checkbox"/> OC	
Leadership Competencies Assessment Referring back to your assessments in the results section of the goals, please rate your overall contribution to the Summer Village.					
<input type="checkbox"/> Unsatisfactory Contribution (UC)	<input type="checkbox"/> Basic Contributor (BC)		<input type="checkbox"/> Solid Contributor (SC)		<input type="checkbox"/> Outstanding Contributor (OC)
Does not demonstrate core competency behaviors at an acceptable level. Competency behavior demonstration is consistently below the basic level.	May demonstrate some competency behaviors at a solid level; however demonstration is inconsistent and/or majority of competencies are rated at the Basic level.		Consistently demonstrates competency behaviours required for the job. May demonstrate some competency behaviours at the Outstanding level; majority of competencies are rated at the Solid level.		Consistently demonstrates competency behaviors at an outstanding level. Demonstrates a unique set of behaviors that lead to superior results. Majority of competencies are rated at the Outstanding level.

Part 4 – Overall Performance Rating:

Overall Performance Assessment			
Council to select a rating that best describes your overall contribution by reviewing your demonstration and achievement of: <ul style="list-style-type: none"> The selected Key Leadership Competencies Performance Objectives / Goals 			
<input type="checkbox"/> Unsatisfactory Contribution (UC)	<input type="checkbox"/> Basic Contributor (BC)	<input type="checkbox"/> Solid Contributor (SC)	<input type="checkbox"/> Outstanding Contributor (OC)
Performance falls short of expectations in quality and/or quantity; requires excessive supervision and/or demonstrate behaviors fall short of expectations.	Has the necessary ability to handle the current job, meets some expectations but may require assistance to perform assignments. Demonstration of competency behaviors needs to be more consistent.	Is a competent performer and valued team player. Meets the objectives and expectations of the position and effectively demonstrates the competency behaviors required to drive performance.	Is willing to go the extra mile, exceeds in key objectives, exhibits strong competency behaviors; is a self starter that continually seeks ways to improve. Is mission oriented vs. job/task oriented.

Part 5 – Development Planning:

Development Objectives	How will this objective be accomplished?	How will you know when you've successfully achieved this objective?	What was actually achieved?
1. FOIP training	Online courses	Courses complete	
2			

Part 6 – Signatures:

 CAO

 Mayor

 Council Member

 Date

 Date

 Date

From: cao@sylvanlakeregional.com <cao@sylvanlakeregional.com>

Sent: Wednesday, February 8, 2023 4:33 PM

To: Tanner Evans <tevens@sylvansummervillages.ca>

Cc: Darren Dempsey <ddempsey@lacombecounty.com>

Subject: RE: Birchcliff Lift Station

Good afternoon Tanner:

I have been reviewing, with staff and the County, the possibility of relocating the entrance to the Commission's North Shore lift station, as per the Summer Village's request.

The current location was constructed prior to the County's realignment of Range Road 14 and was based on the design and layout of the site itself. With the new alignment of Range Road 14, the current entrance is not optimal from an access, visibility, or aesthetic point of view.

Relocating the lift station entrance to the former Range Road 14 (now a service road) is a possibility, but the costs may be prohibitive. To accommodate such a move, the following would be necessary:

1. The lift station is connected to the forcemain on the east side of the property and these connections cross the service road. The entrance would have to be further south of these connections to avoid these connections along with the above ground appurtenances within the site.
2. A more southerly access would have the following affect: (1) removal of trees on the Summer Villages lot which is a municipal reserve and (2) adjustment of the fencing and drainage along with updates to the grading for the south part of the property. The removal of trees maybe concerning to residents.
3. Regardless of location, the new access would have to be paved and include a culvert and meet the specifications of Lacombe County.
4. Given the complexity of this relocation, the design work should be carried out by an engineer.

An alternative would be to include vinyl hatching in the fence side facing closest to the summer village entrance. This hatching acts as a visible barrier and is inserted into the chain link fencing for the site. This is an inexpensive option, and the Commission would carry out this work. This would help improve the aesthetics of the site.

I would be happy to discuss this further if the Summer Village is interest in one of these options.

Regards,

Michael



**SYLVAN LAKE REGIONAL
WATER / WASTEWATER
COMMISSION**

Michael Minchin, CPA, CMA, CLGM
CAO
403-782-6601
cao@sylvanlakeregional.com

Summer Village of Birchcliff

Finance

Request for Decision

Agenda Item: *Capital Budget*

Background:

Proposed capital project budget items for 2023.

Options for Consideration:

1) That Council review and discuss the Capital Budget information provided and to provide any necessary input and projects into the 2023 Capital Budget.

A LIVE Capital Budget will be available for changes, amounts and discussion.

Administrative Recommendations:

1) That Council approve a 2023 Capital Budget.

Authorities:

Section 242(1) of the Municipal Government Act, R.S.A. 2000, c M-26, provides that Council must adopt an operating budget for each calendar year.

Expenses Anticipated	Capital Projects	Total Anticipated	Total 2023 Budget
	Road Analysis (46.6k total)	\$	11,184.00
	RA8 Path Extension	\$	175,000.00
	OS8 Viewpoint/Bridge/Path	\$	63,347.81
	West WW Valve Repair	\$	18,000.00
	Lift Station Beautification		
	Shoreline Restoration	\$	7,500.00
	Shoreline Survey	\$	18,500.00
	Community Dock DLO Subbing	\$	25,000.00
	GIS Implementation(All SV 10k total)	\$	2,400.00
	Admin Bldg Improvements(64.1k total)	\$	15,402.00
Total Expenses		\$	336,333.81
Funding Anticipated			0
	CCBF - Road Analysis (46.6k total)	\$	11,184.00
	- RA8 Path Extension	\$	175,000.00
	- OS8 Viewpoint/Bridge/Path	\$	63,347.81
	WW RSV - West WW Valve Repair	\$	18,000.00
	WW RSV -Lift Station Beautification		
	MSI -Shoreline Restoration	\$	7,500.00
	MSI- Shoreline Survey	\$	18,500.00
	RSV-Community Dock DLO Subbing	\$	25,000.00
	RSV - GIS Implementation(All SV 10k total)	\$	2,400.00
	MSI -Admin Bldg Improvements(64.1k total)	\$	15,402.00
Total Grants		\$	336,333.81
Amount Required from Taxation		\$	-

Summer Village of Birchcliff

February 16, 2022

Council and Legislation

Request for Decision

Agenda Item: *Municipal Leaders Caucus*

Background:

Administration has received information about the upcoming 2023 Alberta Municipalities Spring Municipal Leaders' Caucus being held at the Westin Edmonton March 29 & 30, 2023. The caucus is open to all mayors, council members and CAOs.

This year's Spring MLC is being held in conjunction with a President's Summit on the Future of Municipal Government which will run from March 29 to noon on March 30. The Summit will focus on opportunities and challenges related to intermunicipal collaboration.

Registration for both events will open in February.

Full Registration (Both events, in-person) - \$350

President's Summit Only (March 29 to March 30 at noon) - \$200

Municipal Leaders' Caucus Only (March 30 at noon - March 31) - \$200

Municipal Leaders' Caucus Virtual - \$100

Options for Consideration:

- 1) Council discuss and provide direction to Administration.
- 2) Council accept as information.

Administrative Recommendations:

Council to discuss and provide direction to Administration.

Authorities:

MGA Section 153(a)

Councillors have the following duties:

- (a) To consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality.

2023 Spring Municipal Leaders' Caucus

Event Summary

Join us for the 2023 Spring Municipal Leaders' Caucus (MLC), taking place at the Westin Edmonton on March 30 and 31. This important event will cover key, top-of-mind issues facing your communities, and give you a chance to hear from government leaders ahead of the provincial election. The event will kick off with lunch on Thursday, March 30, and run until lunch on Friday, March 31.

This year's Spring MLC is being held in conjunction with a ***President's Summit on the Future of Municipal Government which will run from March 29 to noon on March 30***. The Summit will focus on opportunities and challenges related to intermunicipal collaboration. More details on the MLC and President's Summit will be available soon, including hotel booking details and overview agenda. Registration for both events will open in February.

Requests For Decision (RFD) - Deadline March 6

The Spring MLC also provides an opportunity for members to bring forward Requests for Decisions (RFDs) on issues that should be addressed in advance of the 2023 Convention in September.

Members interested in sponsoring an RFD are encouraged to reach out to advocacy@abmunis.ca, to determine if an RFD is the right tool to bring forward an issue for consideration by ABmunis members. An RFD template is also available that provides tips on how to draft an RFD. More information on the difference between RFDs and resolutions is available on our webpage on Requesting Action by Alberta Municipalities.

Cost

While the President's Summit and Municipal Leaders' Caucus are separate events, members are encouraged to attend both, but are not required to. Please note, due to the interactive nature of the President's Summit, it will **NOT** be available virtually.

In-person events include food and beverage. President's Summit registration includes an evening event on March 29 which will include dinner and entertainment.

Full Registration (Both events, in-person) - \$350

President's Summit Only (March 29 to March 30 at noon) - \$200

Municipal Leaders' Caucus Only (March 30 at noon - March 31) - \$200
 Municipal Leaders' Caucus Virtual - \$100

Event Category	Advocacy
Location	Westin Edmonton 10135 100 Street Edmonton AB T5J 0N7
Audience	This event is open to all elected officials and senior administrators from Alberta municipalities. Registrations outside of these parameters are not eligible and will be cancelled and refunded.
Ticket pricing	Full Registration (Both events, in-person) - \$350 President's Summit Only (March 29 to March 30 at noon) - \$200 Municipal Leaders' Caucus Only (March 30 at noon - March 31) - \$200 Municipal Leaders' Caucus Virtual - \$100

How to register and submit questions Registration coming in February!

Cancellation/Refund Policy

Any cancellation made prior to 4:30 pm on Friday, March 17 will be eligible for a full refund minus a \$10 administrative fee. Any cancellation made between March 17 at 4:30 pm and March 24 at 4:30 pm will be eligible for a 50% refund. Any cancellations made after 4:30 pm on March 24 will not be eligible for a refund. Registrations are transferrable. Please send all cancellation requests or changes to registration@abmunis.ca.

Summer Village of Birchcliff

February 16, 2022

Council and Legislation

Request for Decision

Agenda Item: *Communication Policy*

Background:

Mayor Dufresne requested Council review the Communication Policy to ensure it reflects the current practice of Council. Administration has provided some recommendations for amendments to the policy attached for Council's consideration.

Options for Consideration:

- 1) Council discuss and provide direction to Administration.
- 2) Council accept as information.

Administrative Recommendations:

Council to discuss and provide direction to Administration.

Authorities:

MGA Section 153(a)

Councillors have the following duties:

- (a)** To consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality.



Policy Title Communication	Date: June 13/16	Resolution No. 1005/16
--------------------------------------	----------------------------	----------------------------------

Policy Title: Communication

Purpose

The purpose of this communication policy is to ensure efficient, effective, timely and comprehensive communications to stakeholders of the Summer Village of Birchcliff.

Desired Outcomes

- Provide citizens with timely, accurate, clear, ~~objective~~objective, and complete information about policies, programs, services and initiatives.
- Employ a variety of ways and means to communicate and provide information to accommodate diverse needs.
- Citizens will know where to find information on their local government.
- Citizens will be able to attend and participate in public meetings.
- Citizens will have opportunities to best impact local decision making.
- Municipal information, both online and in print, will have a clearly recognized identity.
- Municipal elected and appointed officials will utilize opportunities to disseminate information of interest to citizens and other parties.

I. CITIZENS FINDING INFORMATION

A. MUNICIPAL WEBSITE

A Primary source of official information for citizens of Birchcliff is www.sylvansummervillages.ca. The website is utilized to access information written by our administration and it is a resource for searchable reference material on the Municipality.

1. The website will maintain up-to-date user-friendly information to assist citizens in their business with the municipality. The site will be informative to facilitate communication between the public, ~~Councillors~~Councillors, and staff. A calendar of municipal meetings and events open to the public will be kept up to date on the municipal website.

2. The municipal website is the primary source of official municipal information. It shall be neutral in focus, shall archive minutes of official meetings, and shall be updated on a regular basis.
3. The website is not a forum for commenting on municipal issues and services. The website shall contain links to easily enable e-mails to municipal officials.
4. Online municipal services shall be expanded where appropriate.

B. Press Releases

The Summer Village of Birchcliff shall issue press releases regarding municipal issues and activities.

Press Releases will be issued by the Chief Administrative Officer in consultation with the Mayor.

C. Advertising

The municipality shall place advertisements in any medium deemed appropriate to inform residents about their rights, responsibilities, municipal policies, programs, services, initiatives, upcoming meeting, dangers or risks to public safety.

The Summer Village does not purchase ads for general promotion of the municipality.

D. Other Opportunities for Citizens to Find Information

1. The Municipal CAO shall provide Council updates each month on municipal activities that may be of interest to the public.
2. At least two times per year the Mayor in consultation with council will publish a newsletter that will provide an update on the activities, meetingsmeetings, and upcoming projects.
3. The Municipal Council will seek opportunities to speak to local groups on municipal issues on a regular basis as approved by Council.
4. At least once per year Council will host an informal gathering to facilitate an exchange of ideas and information in an informal setting.

II. CITIZENS COMMUNICATING WITH COUNCIL

1. Council contact information shall be provided on the municipal website.
2. Citizens communicating verbally with any member of Council is considered to be general in nature and will not receive a formal response unless specifically requested in writing.
3. Citizens communicating with any single member of Council in writing, including email communication, is considered to be general in nature and will not receive a formal municipal response unless specifically requested in writing, or unless the member of Council puts the matter before Council on a Council meeting agenda. Written communication received by a Councillor requiring consideration or decision by Council, should be

forwarded to the CAO by the Councillor for inclusion in the next agenda package.

4. Citizens requesting action from the municipality or wishing to ensure their communication is addressed formally by all of Council should send their communication to the CAO's office addressed to all of Council. This includes written communication received by either regular mail or email. If an email is sent to Council, Council's response should be to direct the email to the CAO for possible action and/or inclusion in the next agenda package.
5. Any communication intended for Council will be forwarded to the Chief Administrative Officer (CAO) in writing and must:
 - a. be legible, coherent, respectful, and
 - b. be able to identify the writer and the writer's contact information.
6. Any communication in writing addressed to all members of Council will be added to a Council agenda so that Council can formally deal with the matter. Formal written responses will be sent to all communications listed on Council agenda.
7. If the CAO determines the communication is within the governance authority of Council, the Chief Administrative Officer will:
 - a. if it relates to an item already on the agenda, deliver a copy of the communication or summary of it to the Councillors prior to or at the meeting at which the agenda is being considered; or
 - b. acquire all information necessary for the matter to be included on a future Council agenda for consideration by Council.
8. If the standards set out in II (5) are not met and the CAO determines the communication is not within the governance authority of Council, the CAO will:
 - a. Refer the communication to administration for a report and/or direct response to the writer and provide a copy of the original correspondence and referral to the Councillors; and
 - b. Take any other appropriate action on the communication.

4. _____

All electronic communication sent by a member of Council will include all members of Council and the CAO and reflect the vision and goals of Council.

~~Any communication in writing addressed to all members of Council will be added to a Council agenda so that Council can formally deal with the matter. Formal written responses will be sent to all communications listed on Council agenda.~~

III. CITIZENS ATTENDING MEETINGS

A. Meeting Space

1. The current Council chamber located at the Administration office, willis,
at times, not large enough to accommodate the public in attendance.

When attendance exceeding the capacity of Council chambers is anticipated, meetings should be moved to ~~the large Council Chambers to provide appropriate seating~~another location for to accommodate the public.

- ~~2. At a time that future renovations might be considered for the municipal administration offices, the opportunity for larger Council chambers and public seating shall be studied.~~

B. Participation at Meetings

1. All Municipal Council meetings and meetings of advisory committees and boards shall provide an opportunity for members of the public to speak through a listed delegation as outlined in the municipal procedural bylaw.

C. Annual Information Meeting

1. An Information Meeting ~~will~~may, at the discretion of Council, be held annually where members of the public can attend and discuss any matters they wish with their members of Council.
2. Should Council wish to hold an~~The~~ Annual Information Meeting, it will have an informal format allowing Council to meet face-to-face with local residents. ~~There will be no~~An agenda for these meetings s will be provided and a presentation may be made, but no formal minutes will be taken, and no public commitment will be made by members of Council.
3. Notice of the Annual Information Meeting will be published in newsletters and extra mailings as well as the municipal website.
4. Matters brought forward to members of Council that require further study or action may be referred to staff by the members of Council.

IV. CITIZENS HAVING OPPORTUNITIES TO IMPACT LOCAL DECISION MAKING

1. Except for emergency special meetings, 72 hours' notice of any municipal meeting shall be provided. The notice shall include a copy of the agenda items for the meeting posted on the municipal website.
2. The Municipality will provide an opportunity to contact Council members and staff directly via the municipal website.
3. Special public meetings will be held from time to time on matters that have a significant impact on a majority of ratepayers.
4. The Municipal Council shall invite public input on citizen priorities prior to the completion of Strategic Plans.

V. MEDIA COMMUNICATIONS – Media Enquiries

The Media play an important role in providing information to the public on matters of civic interest.

The Mayor is the official spokesperson on behalf of Council, and the CAO is the official spokesperson for all operational matters.

While it is recognized that Councillors are able to speak to the media in their capacity as individual Councillors, Council members will be honest and respectful of each other in their ~~communications, and~~communications and will communicate accurately with the media regarding municipal business.

VI. MUNICIPAL INFORMATION WILL HAVE A CLEARLY RECOGNIZED IDENTITY

VI.

Municipal Logo

The municipal logo shall be utilized on municipal vehicles, on letterheads, ~~on~~ agendas, on municipal publications, on the website and on signage when appropriate.

Summer Village of Birchcliff

February 16, 2023

Public Works

Request for Decision

Agenda Item: *Waste Management Bylaw*

Background:

As of December 2022, the Summer Village has signed a new services agreement with a service provider for waste and recycling collection and subsequent disposal for a five (5) year term. Bylaw #182-14 is not compliant as it does not include the carts or collection process and needs revision.

Administration has amended the current bylaw to include the changes and is bringing a new updated bylaw forward for Council's review and consideration.

Options for Consideration:

- 1) That Council accept as information.
- 2) That Council give 2nd and 3rd reading to the Waste Management Bylaw #240-23.
- 3) That Council give 3rd reading to the Waste Management Bylaw #240-23.

Administrative Recommendations:

- 1) That Council give 2nd reading to the Waste Management Bylaw #240-23.
- 2) That Council give 3rd and final reading to the Waste Management Bylaw #240-23.

Authorities:

Municipal Government Act, Chapter M-26

A Municipal Council may pass Bylaws establishing and maintaining a waste management system throughout the municipality.

**SUMMER VILLAGE OF BIRCHCLIFF
WASTE MANAGEMENT BYLAW
BY-LAW 240-23**

A By-law of the Summer Village of Birchcliff in the Province of Alberta to provide for the supply of waste management service in the Summer Village of Birchcliff.

WHEREAS by authority of the Municipal Government Act, Chapter M-26, R.S.A. 2000, and amendments thereto, the Council of the Summer Village of Birchcliff may pass a bylaw for the establishment of public utilities, including a waste management system;

AND WHEREAS the Council of the Summer Village of Birchcliff deems it necessary and in the public interest to pass a bylaw for the establishment of waste collection services as a public utility, including fees and penalties;

NOW THEREFORE the Council of the Summer Village of Birchcliff, in the Province of Alberta, duly assembled, hereby enacts as follows;

This by-law may be referred to as the *Waste Management By-law*.

SECTION 1.0 – DEFINITIONS

- 1.1 “**CAO**” means the Chief Administrative Officer, or his/her designate, that is appointed by Council;
- 1.2 “**Collection Cart**” means the wheeled receptacle cart system that has been allocated to accept municipal solid waste or recycling from an eligible premise;
- 1.3 “**Council**” means the elected municipal Council of Birchcliff;
- 1.4 “**Development Improvement**” means any designed buildings and other structures situated on any owned or leased property approved by the Summer Village;
- 1.5 “**Hazardous Waste**” means a material that presents an unusual disposal problem or requires special handling including but not limited to explosives, poisons, caustics, acids, drugs, radioactive

materials, or materials that contain pathogenic agents that could be harmful to people, plants, animals, or the environment;

- 1.6 **“Municipal Solid Waste”** means any solid material that is discarded from a premise that is eligible for the Summer Village’s waste management services that is pursuant to this bylaw and that complies with the requirements set out in any applicable provincial and/or federal environment regulations or guidelines but excludes any hazardous waste or other materials that the CAO deems unacceptable;
- 1.7 **“Occupant”** means a person or group of persons in actual or constructive possession of any premises either as registered owner or in actual possession by agreement with the registered owner;
- 1.8 **“Organic Waste”** means any material that is discarded from sources including but not limited to food scraps, yard and garden waste, leaves and grass clippings, and tree byproducts;
- 1.9 **“Peace Officer”** means a person who is but is not limited to, a Royal Canadian Mounted Police Officer, Bylaw Enforcement Officer, or any other person appointed by Council to enforce the provisions of this Bylaw;
- 1.10 **“Premise”** means any parcel of land with development improvements within the municipal corporate limits of the Summer Village of Birchcliff for which there is an occupant as defined in this Bylaw;
- 1.11 **“Provincial Offences Procedure Act”** means the Provincial Offences Procedure Act, c P-34, R.S.A. 2000, as amended from time to time.
- 1.12 **“Recycling”** means any material that is accepted by the Service Provider for the purpose of reuse;
- 1.13 **“Service Provider”** means an agent or company authorized by the Summer Village to collect, remove, and dispose of municipal solid waste and/or recycling from an eligible premise;
- 1.14 **“Summer Village”** means the municipal corporation of the Summer Village of Birchcliff, the territory contained within the corporate limits, its administration, and staff;

- 1.15 **“Utility Bill”** means a bill which sets out the fees levied by the Summer Village on an annual, monthly, bi-monthly, or quarterly basis for utility services provided by the Summer Village;
- 1.16 **“Violation Ticket”** means a ticket issued pursuant to Part 2 of the Provincial Offences Procedure Act;
- 1.17 **“Waste Collection Service”** means the collection of municipal solid waste and recycling by an authorized agent or company as a public utility.

Section 2.0 – General

- 2.1 Any schedules attached to this Bylaw, will form a part of this Bylaw.
- 2.2 Nothing in this bylaw will operate to relieve any person from complying with any Provincial or Federal regulations, or other Summer Village Bylaws.
- 2.3 The Summer Village shall maintain a waste collection service for the collection, removal, and disposal of municipal solid waste and recyclables within its corporate limits at regularly scheduled intervals approved by the Summer Village.
- 2.4 Participation in the waste collection service is compulsory for all residential premises.
- 2.5 Days and times of waste collection service will be approved by the Summer Village and will be advertised on the Summer Village’s website and other methods.
- 2.6 The Summer Village shall administer and enforce the provisions of this Bylaw and for this purpose may:
 - a. delegate any of the Summer Village’s powers, duties, or functions under this Bylaw to an employee and/or Service Provider on behalf of the Summer Village;
 - b. establish the location, particular date, and frequency of the waste collection service;
 - c. designating which materials shall be accepted;
 - d. managing and overseeing the contract between the Summer Village and Service Provider; and

- e. taking any recourse allowed under the Municipal Government Act to secure payment of any waste collection service utility bill.

Section 3.0 – Collection Carts & Responsibilities

- 3.1 One (1) solid waste cart shall be provided to all residential premises and any other property that the CAO has approved to receive the waste collection service.
- 3.2 Each collection cart is supplied and assigned to each premise and not to the Occupant themselves.
- 3.3 The Service Provider shall supply and retain ownership of the collection carts at all times during the life of the services agreement that is established between the Summer Village and Service Provider.
- 3.4 Care, custody, and sanitary maintenance for the collection carts will rest with the Occupant of the premise.
- 3.5 The Service Provider will be responsible for the regular maintenance of the collection carts such as replacement of any wheels, as well as any damage which may be caused by the Service Provider carrying out the process of waste collection.
- 3.6 The Summer Village shall not be responsible for any damage or loss to the collection carts as a result of the use or storage or lack thereof.
- 3.7 The Service Provider must ensure that the equipment used for the waste collection service and the manner in which municipal solid waste and recycling are collected and disposed of complies with all applicable Provincial and Federal regulations.

Section 4.0 – Waste Collection & Disposal

- 4.1 All municipal solid waste recycling shall be deposited in the respective collection cart designated by the Summer Village but limited to the capacity of the collection cart with the lid closed.
- 4.2 All Occupants shall move and position the collection cart in front of their premise to indicate the collection cart is ready to be

collected by the Service Provider before 7:00 a.m. of the scheduled day of collection.

- 4.3 All Occupants shall at all times ensure that any accepted municipal solid waste and recycling materials are kept within the collection cart provided for that purpose and not allow any waste to spill over or accumulate on any public land or other private property. Furthermore, all accepted material must be placed in the collection cart so as to prevent their escape into the environment during the collection process.
- 4.4 The Occupant shall be responsible for the cleanup of waste spilled as a result of waste being stored improperly or if the capacity of the collection cart was exceeded for the collection process.
- 4.5 The Occupant shall remove their assigned collection cart from the collection location within a reasonable timeframe after the collection process is completed. No collection cart shall be left so as to encroach on any public roadway.
- 4.6 The collection cart will be collected on the roadway in front of the Occupant's premise in a way:
 - a. that does not impede vehicle traffic;
 - b. a position that the front of the collection cart is facing out towards the street; and
 - c. where it has 1.0m clearance from any obstructions on all sides such that the Service Provider shall have direct access thereto and shall be able to conveniently collect the collection cart therefrom.

Section 5.0 – Restrictions on Waste Management

- 5.1 No person shall deposit any dead animal or parts, excrement, household waste, organic waste, liquid waste, or any other undesirable filth upon or onto any municipally owned land including but not limited to roadways, ditches, municipal reserves, and water courses.
- 5.2 No person shall ignite any nor deposit any burning material into a collection cart.

- 5.3 Any municipal solid waste or recycling not in the collection cart shall not be picked up by the Service Provider.
- 5.4 No person shall place, permit to be placed, or mix any hazardous waste into the collection cart.
- 5.5 The Service Provider, at their discretion, shall have the right to refuse the waste collection of a premise, only if the circumstance contravenes any part or all of this Bylaw.
- 5.6 Large residential items such as appliances, furniture, beds, wood, or any other material that cannot fit into the collection cart will not be collected and shall be the responsibility of the Occupant to be taken to a local landfill for proper disposal.
- 5.7 The Service Provider will not collect from a collection cart that has not been supplied by the Service Provider.

Section 6.0 – Violations & Penalties

- 6.1 Any Peace Officer, in that Officer's sole discretion, is hereby authorized and empowered to issue a violation ticket to any person whom the Peace Officer has reasonable and probable grounds to believe has contravened or failed to comply with any provision of this Bylaw. In this Bylaw, Peace Officer shall have the same definition as contained in the Provincial Offences Procedure Act and all amendments thereto.
- 6.2 Any person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and is liable to a fine, as outlined in Schedule "A" of this Bylaw.
- 6.3 Service of such violation ticket shall be sufficient if it is personally served or mailed to the register owner of the premise.
- 6.4 Notwithstanding the foregoing, the minimum fine payable in respect of a contravention of this Bylaw for any offence is \$125.00.

- 6.5 A contravention of this Bylaw constitutes a separate offence in respect of each day on which it continues. A person guilty of such offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.
- 6.6 Notwithstanding the foregoing, the minimum fine and specified penalty payable in respect of a second or subsequent contravention of the same section of this Bylaw committed within six (6) months shall be double the minimum fine and specified penalty of the previous offence, up to a maximum of \$1,000.00.
- 6.7 Upon production of a violation ticket issued, pursuant to this Bylaw, within fourteen (14) consecutive days from the date of issue, together with the payment, to the Summer Village of the penalties as provided in Schedule A of this Bylaw, the person to whom the violation ticket was issued shall not be liable for prosecution for the contravention in respect of which the violation was issued.

Section 7.0 – Public Utility Fees for Waste Collection Service

- 7.1 All premises with the Summer Village corporate limits shall be assessed a public utility fee for waste collection services as established by Council in a fee schedule or like document every year.
- 7.2 Waste collection service fees shall be added to and form part of the Summer Village utility bill and shall be due and payable on or before the due date shown on the utility bill. The fees will be charged whether the services are being used or not.
- 7.3 Any account remaining unpaid after due date shall have by way of penalty, a sum equal to one percent (1%) of the outstanding balance added to the balance of the account each month for a period no longer than three (3) months. After three (3) months, any outstanding balance will not have any further interest applied and the Occupant will receive a letter of warning that the utility account is in arrears and will have thirty (30) days to make payment in full. After the thirty (30) day arrears period, any remaining balance will recovered under Section 7.5.

- 7.4 Non-receipt of a utility bill will not exempt the Occupant from payment for the service received. Utility bills sent by hard copy, electronically, or any other method deemed necessary and appropriate is a legal method of billing.
- 7.5 If the Occupant is in default of payment of the said charges, the amount of such sums in default shall be charged against the property for which the service was provided. Such charges shall be subject to the same penalties and collected by the same manner as other utilities levied by the Summer Village and collected by the Summer Village by whatever means possible, including transferring charges to the Property Tax under Section 553(1) of the Municipal Government Act.

AND THAT this Bylaw shall repeal Bylaw No. 182-14 and shall take full force and come into effect from and after the date of 3rd Reading thereof.

INTRODUCED AND GIVEN FIRST READING this 19th day of January 2023.

GIVEN second reading this 16th day of February 2023.

GIVEN THIRD AND FINAL READING this 16th day of February 2023.

Roger Dufresne, Mayor

Tanner Evans, CAO

SCHEDULE “A”

PENALTIES

Penalties that will be accepted by the Summer Village in lieu of prosecution.

The Penalties shall apply to:

Section	Offense	Penalty
All	Non-compliance with bylaw in general	\$125 per occurrence
5.1	Depositing prohibited material onto any municipally owned land including but not limited to roadways, ditches, municipal reserves, and water courses	Up to \$1,000 per occurrence
3 & 4	Improper storage of collection cart, except on collection day	\$125 per occurrence
5.2	Igniting or depositing a burning waste or recyclable material into the collection cart	Up to \$1,000 per occurrence
5.3	Depositing hazardous waste into the collection cart	Up to \$1,000 per occurrence

Summer Village of Birchcliff

February 16, 2023

Council Reports

Information Item

Council Reports:

Roger Dufresne

Ann Zacharias

Frank Tirpak

Committee Reports:

Julie Maplethorpe, Summer Village of Jarvis Bay

- Town of Sylvan Lake Library Board
- Parkland Regional Library Board

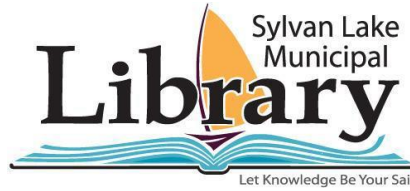
Correspondence:

- National Police Federation

Information:

Upcoming Meetings:

Next Council Meeting: March 16, 2023



THE TOWN OF SYLVAN LAKE LIBRARY BOARD – REGULAR MEETING HIGHLIGHTS

WEDNESDAY – JANUARY 11, 2023 – 6:30PM

1. Welcome New Board Members

Two new Board Members were welcomed to The Town of Sylvan Lake Library Board named Amanda and Carol. This is the first term for both of them and the Board is excited to have new perspectives!

2. Treasurer's Report

The Treasurer's Report was approved as presented.

As a course of regular business, signing authority is updated as necessary when Board Members finish a term or are elected to new positions.

3. Director's Report

The Director's Report was approved as presented.

The Lion's Club presented a cheque for \$1,000 to the Library Director on December 5 for use to replenish the Little Free Pantry. If you are interested in donating, please stop by the library during open hours.

The Library Director, Andrea, will be moving on to a position with Parkland Regional Library, her last day at the Sylvan Lake Municipal Library will be January 13. The Board wishes her all the best in this new endeavour and are incredibly appreciative for the wonderful creativity she has put into the library!

Postings for the Library Director position went out at the end of December and the hiring committee is currently reviewing resumes as they come in. In the interim Jeri, currently the Assistant Library Director, will step into this role.

4. Programming Report

In conjunction with National November Writing Month, the library hosted local author Teresa Rilling to talk about her book "Just Breathe: Hope Beyond Hurt". Participants were able to hear about her process of writing the book as well as her journey through her childhood and how she overcame the obstacles that she faced. Teresa is a Councillor for the Town of Sylvan Lake, sits as a Board Member on The Town of Sylvan Lake Library Board and recently got elected as Board Chair for the Parkland Regional Library.

Many of the popular programs continued to the end of the year including Sensory Story Time, Art Attack, Mystery Book Club and Pub Trivia Night. A full listing of all of the exciting programs can be found on the website.

5. Board Elections

Board elections took place to fill two vacant positions. Amanda was elected as Treasurer and will take over from Briana and Alex was elected as Vice Chair.

6. Policy

The new Board Members were placed on sub-committees to update and review policies.

Meeting adjourned at 7:39pm.

Next Regular Meeting – February 8, 2023, at 6:30pm.

Parkland Update

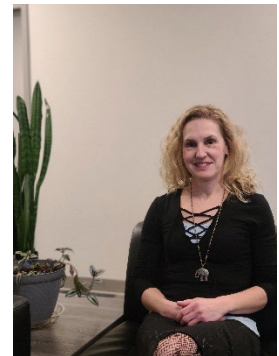
Thursday, January 26, 2023

Get the latest Parkland updates, library news, training, events, and more!

Meet Parkland's New Manager of Library Services

We are excited to announce that Parkland has hired Andrea Newland as the new Manager of Library Services.

Andrea received her MLIS from Western in 2002. In recent years, she completed a Leadership Certificate in 2017 and a Management Certificate in 2018, both from the University of Regina. She has worked as a librarian in North Dakota, Ontario, Saskatchewan, and Alberta. Andrea comes (back) to Parkland from Sylvan Lake, where she served as Director for 3 years. She loves refinishing furniture, space planning, looking at funny Instagram posts over breakfast, and plonking down on the couch at the end of the day!



Click Here to Request Large Print or Audiobooks Today!

Did you know Parkland houses and manages a rotating large print and audiobook collection?

You can request bins of large print or audiobooks by genre via [Parkland's Support Site](#). Your requests can be ongoing so you will automatically receive a bin of our large print or audiobook collection at your specified interval. These materials will stay at your library until you send them back to Parkland. Parkland has created promotional material for large print and audiobooks to help you market the collections to your patrons. You can read our [latest support site article](#) for more information.

Volunteer Management Resources

Parkland has created a folder with resources related to volunteer management, including samples of volunteer handbooks, conflict resolution, the interview process, onboarding, and more! Library staff will have access to the Volunteer Resources and Information folder on the Q Drive.

LIBRARY NEWS

Find out about important deadlines and see what's happening at other Parkland Libraries!

Upcoming Library and Literary Dates

Click the links to find out more about each of the celebrations. To plan further in advance, Library Staff can see our 2023 Notable Library and Literary dates document on the Q Drive.

February	1	- World	Read	Aloud	Day
February	14	- Library		Lovers	Day
February	19-25	- Freedom	to	Read	Week

TRAINING & EVENTS

Dates and registration information for upcoming library training and events.

Upcoming Webinars

If you would like more information about these training opportunities, please contact libraryservices@prl.ab.ca. To watch recordings of past training sessions, visit [Niche Academy](#).

Graphic Novel Webinar

February 7
1pm

Looking for the hottest Graphic Novels for adults and young adults alike? It's all here in this #ReadGraphic webinar. Featuring Fantagraphics Books, Yen Press, Diamond Book Distributors, and Image Comics, attendees will hear about the best thought-provoking, educational, and adventurous titles for you or the graphic novel reader in your life! Whether you're introducing graphic novels into your library or expanding your #ReadGraphic shelves, you won't want to miss this [free, one-hour](#)

[webinar.](#)

Pitch Perfect 2023 Workshop

February 16

1pm

Would your library benefit from some tips for engaging with community partners and stakeholders? Join the Entrepreneurship & Libraries Conference on Thursday, February 16 at 1pm for an exciting opportunity to learn practical skills on creating a compelling pitch designed to generate engagement, excitement, and maybe even funding! [The workshop](#) will conclude with time for networking and conversation.

2023 Fundraising Trends On-Demand Webinar

[This on-demand webinar](#) will help you identify strategies to maintain and grow your organization's impact by capitalizing on the right trends. You'll leave feeling confident in your ability to evaluate your goals and determine if you have the right tools, approach, and technology to achieve them.

Privacy Audits for Public Libraries Webinar

February 8

9am

Unprecedented threats to the privacy and security of library patrons have emerged in recent years, from book challenges to online data and general AI advances that can prey on our communities. Participants completing [this webinar](#) will understand the value of the privacy audit and how to conduct one for their organization, whether large or small.

How to Train Your Community on Libby Webinar

January 31

12pm

With the OverDrive app soon to be a thing of the past, it's time to train your users on Libby, the library reading app! In this free webinar from Libby experts, you'll walk away with a step-by-step guide to hosting your training session and marketing materials to support your efforts in this engaging session. Don't miss out and [register](#) today!

Upcoming Community Development Webinars

Various

The Community Development Unit of the Government of Alberta offers a variety of services such as strategic planning, board governance, building leadership capabilities, fund development and grant writing, evaluation, public and stakeholder engagement, developing partnerships, and collaborative relationships that are tailored to your community groups, non-profit organizations, and volunteer teams. Upcoming webinars of interest:

- February 1: [Board Development - Risk Management](#)
- February 7: [Grant Writing 101](#)
- February 8: [Board Development - Financial Responsibilities](#)

Upcoming Community Development Webinars

Feb 1-8

The Community Development Unit of the Government of Alberta offers a variety of services such as strategic planning, board governance, building leadership capabilities, fund development and grant writing, evaluation, public and stakeholder engagement, developing partnerships, and collaborative relationships that are tailored to your community groups, non-profit

organizations, and volunteer teams.
Upcoming webinars of interest:

- February 1: [Board Development - Risk Management](#)
- February 7: [Grant Writing 101](#)
- February 8: [Board Development - Financial Responsibilities](#)

Intellectual Freedom Webinar

Feb 23

2pm

Register for this [free webinar](#) to learn how library workers can navigate commitments to intellectual freedom and social progress. Explore topics like information disorder and content warnings.



Parkland Update

Thursday, January 12, 2023

Get the latest Parkland updates, library news, training, events, and more!

New Year, New Audience!

We have added the entire LibShare email group to receive our bi-monthly Parkland update email. Here are some things you should know:

- You can unsubscribe at any time, there is a button in the footer of this email
- Our contacts list will be updated each October to account for board and staff turnover
- If there are newcomers in between audience updates, invite them to subscribe! There is a button at the footer of this email.
- If you have suggestions for content, send an email to hhalberg@prl.ab.ca

Value of the Library Social Media Posts

As an Advocacy initiative, Parkland has created some social media posts to highlight the financial value of the library. You can find ready-to-post pictures and copy [here](#), or edit them to suit your library's branding [in Canva](#).

LIBRARY NEWS

Find out about important deadlines and see what's happening at other Parkland Libraries!

Meet Parkland's New Outreach & Community Engagement Coordinator

We are excited to announce that Parkland has hired Emma McPherson as the new Outreach and Community Engagement Coordinator to help our member libraries with programming, find grants and enhance their social media presence.



Emma was our eContent Summer Student in 2017 as part of her degree program from Vancouver Island University where she got her Degree in Tourism Management, and Certificate in Event Management. She is excited to be back in her hometown after working as the Digital Content Specialist for Tourism Lethbridge. She enjoys traveling, hiking, and exploring new places with her two dogs Tiki and Ada. Her favorite book genres are mysteries and thrillers and she also enjoys listening to autobiographies. Emma is excited to be a part of the PRL team and help our member libraries engage and connect with their local community.

Upcoming Library Dates

January 27 is Family Literacy Day. Access promotional materials on their [website](#).

February 19 - 25 is Freedom to Read Week. Parkland has ordered bookmarks that will be distributed in the coming weeks. Here are [promotional materials](#) that organizers have created.

2023 Alberta Book Publishing Awards

The 2023 Alberta Book Publishing Awards are now open for submissions! The submission period will close on February 28, 2023.

This year, the Book Publishing Awards will introduce the Mystery and Thriller Book of the Year award, which will be awarded to a work of mystery, crime, noir, or thriller fiction published primarily for the trade or bookstore market.

Please pay close attention to the criteria in all categories and the submission checklist when putting together your submissions, as the criteria for some awards categories have been updated this year.

A full overview of this year's process is available on the [Book Publishing Association website](#), along with the jury criteria and forms.

Book Donation

Parkland has received communication regarding a large-scale book donation of a children's picture book by the London Drugs Foundation.

In April, Plumleaf Press will be publishing a children's picture book about the building of the Canadian Pacific Railway, titled *I Am Not a Ghost: The Canadian Pacific Railway* by author David Bouchard and illustrator Sean Huang.

Through David's words and Sean's breathtaking artwork, *I Am Not a Ghost* tells the story of a Chinese railway worker and the difficulties he faces as a newcomer from China working on the Canadian Pacific Railway. After a near-death experience, he is assisted by a fictionalized portrayal of real-life historical figure, Lady Amelia Douglas, a Métis woman and the wife of the first Governor of British Columbia, James Douglas.

The publisher is planning to distribute the books in April, in time to celebrate Asian Heritage Month, to receive a donated copy, please email: angela.paletta@plumleafpress.com.

Upcoming Webinars

If you would like more information about these training opportunities, please contact libraryservices@prl.ab.ca. To watch recordings of past training sessions, visit [Niche Academy](#).

Running Drag Storytime Programs
January 18 - 2pm

Level Up Your Book Displays
January 18 - 12pm

Peace Library System is excited to offer a [webinar on Running Drag Storytime Programs](#). Laura Applebee from Ontario's London Public Library will be discussing everything you need to know about this exciting program. The webinar will take place on Wednesday, January 18, 2023 at 2pm. If you have any questions please forward them to Mallory Bruinsma at mb Bruinsma@peacelibrarysystem.ab.ca.

Design for Libraries **January 19 - 1pm**

Learn valuable tools and principles to help you produce awesome designs for social media, flyers, and other media for library programs and services. [This webinar](#) is for librarians and library staff of any type that are involved in programming and services or promoting your library. If you run programs, then that means you create the hand-outs, the flyers, the social media. A hands-on approach lets you learn practical and invaluable skills that helps you develop design skills. Registration fee \$49/person.

Book displays are more than a simple tool for passive Readers' Advisory. A well-crafted display captures patrons' attention and sparks imagination. [This webinar](#) on Wednesday, January 18 at 12pm shares practical approaches for maximizing the impact of book and media displays.

Managing Mental Health in the Workplace **Available Until February 1**

Dealing with issues related to mental health in the workplace can be challenging and difficult to navigate. [This webinar](#) provides a roadmap to help managers participate in conversations with employees who may require support when experiencing difficulties related to mental health.

Pitch Perfect 2023 **February 16 - 1pm**

Would your library benefit from some tips for engaging with community partners and stakeholders? Join the Entrepreneurship & Libraries Conference on Thursday, February 16 at 1pm for an exciting opportunity to learn practical skills on creating a compelling pitch designed to generate engagement, excitement, and maybe even funding! [The workshop](#) will conclude with time for networking and conversation.

From: Maryanne King <mking@npf-fpn.com>
Sent: Friday, January 13, 2023 9:21 AM
To:
Cc: Information <information@sylvansummervillages.ca>
Subject: The NPF's Recommendations for a Safer Alberta - Budget 2023

Good morning Mayor Dufresne,

We hope you are well, and that the Summer Village of Half Moon Bay is looking ahead to a prosperous 2023.

We continue to push back against the government's unnecessary, expensive, proposed provincial police service transition that is both unpopular and unfounded.

I'm connecting to share the National Police Federation's 2023 provincial pre-budget submission that was sent to the Government of Alberta earlier this month with you. Instead of spending the proposed \$371 million for one-time transition costs, we have made specific investment recommendations of the same amount to the Government of Alberta. Our recommendations direct this funding into concrete steps that the government can take toward improving public safety across the province today and into the immediate future.

Some highlights of our submission's recommendations include:

- \$164M to increase Regular Member strength by 633 additional positions, plus 250 administrative support staff;
- \$38M invested in proactive initiatives to reduce rural crime across the province, with an additional \$100M invested into areas across the public safety continuum to support rural and remote community access to services; and,
- \$4M in grant funding to municipalities in support of the implementation of Police Advisory Committees.

A release on our recommendations is [available for your reference](#), and a copy of our submission can be [accessed on our website for your consideration](#).

As we move toward a pivotal time for Alberta, we are asking the Government to listen to Albertans and invest in the critical services and programs they care about most.

If you have any questions or comments, please don't hesitate to connect.

Kind regards,

Maryanne King
Policy Advisor | Conseiller Politique
National Police Federation | Fédération de la Police Nationale
(587) 672-0695
npf-fpn.com



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NPF coffee table book
now available to pre-order!

***Why We Serve : Stories of
Today's RCMP Members
– Celebrating 150 Years***



Livre de prestige de la FPN maintenant
disponible en précommande !

***Pourquoi nous servons :
Histoires des membres de la GRC
d'aujourd'hui – Célébrons 150 ans***

The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP Members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des Membres de la GRC.

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NPF Recommends Timely, Necessary Investments to Bolster RCMP in Alberta



NEWS PROVIDED BY
National Police Federation

Jan 12, 2023, 10:30 ET

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EDMONTON, AB, Jan. 12, 2023 /CNW/ - Earlier this week, the National Police Federation submitted its pre-Budget asks for 2023-2024 to the Government of Alberta, calling for strategic investments into policing to support Alberta's most impacted citizens and communities following a number of years of underfunding.

For too long, our Members have been called on to fill gaps left by diminishing social services. RCMP detachments have remained underfunded across the province, and our Members are consistently told to do more with less when they are already overworked, stressed, and not fully resourced.

"Modern policing requires pragmatic approaches to supporting and delivering effective public safety for communities and their residents – in particular, rural and remote areas that are served by the RCMP," said Brian Sauv , President of the National Police Federation. "Against the backdrop of a growing population and evolving criminal environment, we believe it's time to invest in both policing and public safety for the benefit of our communities and all its residents." Instead of redirecting taxes to an unpopular and costly proposed provincial police transition, the NPF recommends investing \$371 million over three years – money that the Government of Alberta indicated would need to be spent on one-time transition costs – as follows:

- **\$164M to increase Regular Member strength by 633 additional positions, plus 250 administrative support staff**
 - Chronic underfunding of the RCMP and hiring of police officers has not kept pace with population growth or expanding police mandates in the province. In fact, police hiring grew by about 5.7% between 2017 and 2021, while Alberta's population grew by about 7.3% over the same period.
- **\$45M to support modernized and sustainable equipment resources**

- Timely investments are required to address aging equipment, including body worn cameras, hard body armour, vehicle purchase, radios, aerial surveillance, and telecommunications.
- **\$20M to address effective and holistic responses to wellbeing and mental health related calls**
 - To bridge vulnerable Albertans' access to the full spectrum of social supports, \$15M should be invested in expanding Police and Crisis Teams, and an additional \$5M to expand the HealthIM pilot app in RCMP detachments across the province.
- **\$38M invested in proactive initiatives to reduce rural crime across the province**
 - Important funding towards the Gun and Gang Violence Action Fund, the Alberta Community Restorative Justice Program, the Call Back Unit, to Project Lock-Up, and ALERT, for example, would both stop and deter crime and address their root causes.
- **\$4M in grant funding to support the implementation of Police Advisory Committees**
 - This one-time grant would assist in offsetting costs of establishing the now-mandated community-based advisory committees.
- **\$100M invested with a focus on equitable access in rural and remote communities**
 - Addressing the root causes of crime also means investing into other areas of the public safety continuum such as housing, social services, and hospitals and treatment centres.
-

"It's no secret that affordability and prudence are top-of-mind for all Albertans and their families, and our cost-saving recommendations are respectful of that reality," said Kevin Halwa, Director, Prairie Region. "Policing is also no stranger to financial pressures, especially as communities' needs continue to evolve, and we believe these necessary investments will go farther to address immediate public safety concerns in our province than an unnecessary police transition would," he added.

A copy of our Pre-Budget Submission is available here: <https://npf-fpn.com/npf-alberta-pre-budget-2023-submission/>

About the National Police Federation:

The National Police Federation (NPF) was certified to represent ~20,000 RCMP Members serving across Canada and internationally in the summer of 2019. The NPF is the largest police labour relations organization in Canada; the second largest in North America and is the first independent national association to represent RCMP Members.

The NPF is focused on improving public safety in Canada by increasing resources, equipment, training, and other supports for our Members who have been under-funded for far too long. Better resourcing and supports for the RCMP will enhance community safety and livability in the communities we serve, large and small, across Canada.

For more information: <https://npf-fpn.com/> and KeepAlbertaRCMP.ca



NATIONAL
POLICE
FEDERATION

FÉDÉRATION
DE LA POLICE
NATIONALE

F-1,2,3,4

2023 PRE-BUDGET SUBMISSION

TO THE GOVERNMENT OF ALBERTA

JANUARY 2023



NPF Contact:

Sarah Nolan | Director, Government Relations & Policy | snolan@npf-fpn.com

INTRODUCTION

The National Police Federation (NPF) is the sole certified bargaining agent representing ~20,000 Members of the Royal Canadian Mounted Police (RCMP) across Canada, including ~3,500 in Alberta. The NPF is the largest police labour relations organization in Canada and is the first independent national union representing RCMP Members. The NPF is focused on improving public safety in Canada by focusing on increasing resources, equipment, training, and other supports for our Members.

As the Government of Alberta (GoA) has acknowledged, Albertans are facing significant financial pressures. Inflation and the rising cost-of-living will have the per-dollar-value of the GoA's priorities closely scrutinized. The government should not be prioritizing an expensive police transition that will burden Albertans with additional taxes for no proven public safety increases. The government should be focusing its expenditures on initiatives that matter the most to Albertans across the province.

Research conducted by Pollara Strategic Insights in July 2022ⁱ found that Albertans overwhelmingly support the RCMP:

- 84% want to keep the RCMP with improvements, and only 9% support a proposed transition.
- Albertans indicated their top three priorities are affordability (58%), the economy (49%), and healthcare (48%).
- When considering public safety in rural communities, their top priorities were reducing response times (21%), increasing police resources (20%), and increasing resources to tackle petty crime (15%).

Albertans oppose replacing the RCMP with a provincial police service and are asking for increased RCMP resources to improve public safety.

The GoA's proposal for a police transition includes spending \$371M in one-time transition costs, increasing annual operating costs by \$164M, and an additional \$185M annually in costs to cover the federal contribution loss. These costs over a five to eight-year transition period amounts to over \$2 billion in combined spending. This spending does not prove how a new police service would improve public safety. The Alberta (AB) RCMP and the GoA should continue to work together to enhance and strengthen services to tackle public safety priorities.

Prior to 2017, the GoA invested very little into policing and the RCMP, leading to high crime rates, resourcing challenges, and frustrated communities. Since 2017, the GoA has slowly made strategic investments into policing to address the most vulnerable communities. However, after years of underfunding, additional funds must be invested to meet current and future policing needs in Alberta.

The NPF recommends spending a fraction of the above-mentioned costs over a three-year period to significantly and immediately improve the public safety continuum in Alberta.

NPF RECOMMENDATIONS

Invest \$371 over three-years to bolster and enhance essential services across the public safety continuum.

The NPF recommends that the GoA direct the allocated \$371M proposed for one-time transition costs for a new provincial police service to instead, over a three-year period, invest in priorities as set-out by Albertans and communities for immediate benefits and results. Investments should be made as follows:

1. \$164M to increase Regular Member strength by 633 additional positions

Due to chronic underfunding of the RCMP, hiring of police personnel has not kept pace with population growth or expanding police mandates. The Province has been investing in policing, but police personnel numbers has only increased by about 5.6% between 2017 and 2021, while at the same time, the population in Alberta grew by about 7.3%.ⁱⁱⁱⁱⁱ In 2019, the Province changed the Police Funding Model (PFM) so that communities who used the RCMP but hadn't paid for the service in the past would now be required to pay for a percentage of the costs. With the new PFM changes being implemented over four years, the GoA promised to hire an additional 275 Regular Members (RMs) in rural communities. However, this change isn't enough to tackle the cumulative human resource shortage resulting from years of underfunding to meet current and future policing needs. The government has estimated that the annual population growth rate will be about 1.5% steady until 2046, adding an additional 2.2 million residents.^{iv}

The NPF recommends investing \$164M into the hiring of 633 RMs, at a rate of about 211 RMs per year for three-years, including the hiring of 250 administrative support staff. The NPF has been working with the RCMP to improve and streamline the RCMP's recruiting process and the Experienced Police Officer (EPO) program to ensure the demand for recruits and training can be met. We are pleased to announce that we are awaiting the final signatures on changes to the EPO program that will see over 600 EPOs trained across Canada, including about 100 in Alberta.

2. \$45M to support modernized and sustainable equipment resources

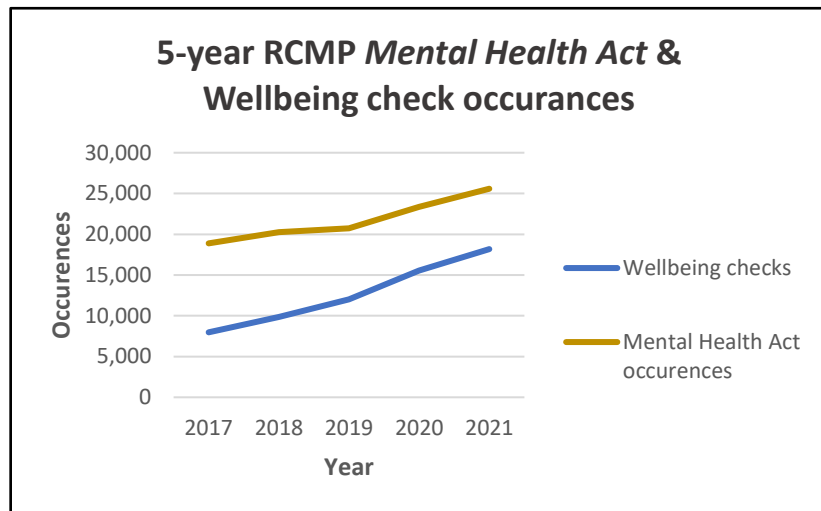
Alberta RCMP Members put their lives on the line every day to protect all Albertans. However, they currently rely on aging equipment to keep themselves safe. To address this aging equipment that becomes faulty through its extended lifespan, the RCMP has made significant investments in equipment modernization, with costs being spread out to contract partners over several years.

The NPF recommends that the GoA invest \$45M to its equipment plan that would include the purchase of replacement pistols; body worn cameras; tasers; hard body armour; vehicle purchase, repairs, and maintenance; radios; aerial surveillance and imaging equipment; and other telecommunications equipment.

3. \$20M to address effective and holistic responses to wellbeing and mental health related calls

Albertans have expressed ongoing concerns with the resources made available to vulnerable community members, including those struggling with mental illness and combatting addictions. We know that police services can and should not be the sole bridge between vulnerable Albertans and the complex resources they require. All public services must work together to ensure our most vulnerable have access to the full spectrum of supports and services they need.

Between 2017 and 2021,^v the number of wellbeing check occurrences that the Alberta RCMP responded to increased by 128%. During that same time, occurrences of calls responding to *Mental Health Act* related occurrences increased by 35%. The Province has made some progress in addressing the expanded scope of policing related to responding to calls where mental health must be considered.



The ongoing underfunding of critical services such as addictions and mental health treatment centres, housing programs, and other community supports for vulnerable Albertans will continue to exacerbate the problem. With nearly 80% of parents of youth aged fifteen and older reporting that their children's mental health is worse today than two years ago, and 70% of parents of youth between the ages of six and fourteen reporting the same, we can foresee that investment in social services will be crucial to the success of the next generation of Albertans.^{vi}

The NPF recommends that the GoA invest \$15M to expand Police and Crisis Response Teams (PACT) across RCMP detachments. The PACT program pairs police officers with a psychiatric nurse or mental health therapist to respond to mental health calls and wellbeing checks together. This joint response effectively addresses the needs of the individual and the community. The expansion of PACT across the province will bring cost savings and modest benefits. The demonstrated improvements resulting from this investment will be deferred hospitalizations, reduced inpatient referrals from jail, and avoiding costs associated with jail time and bookings.

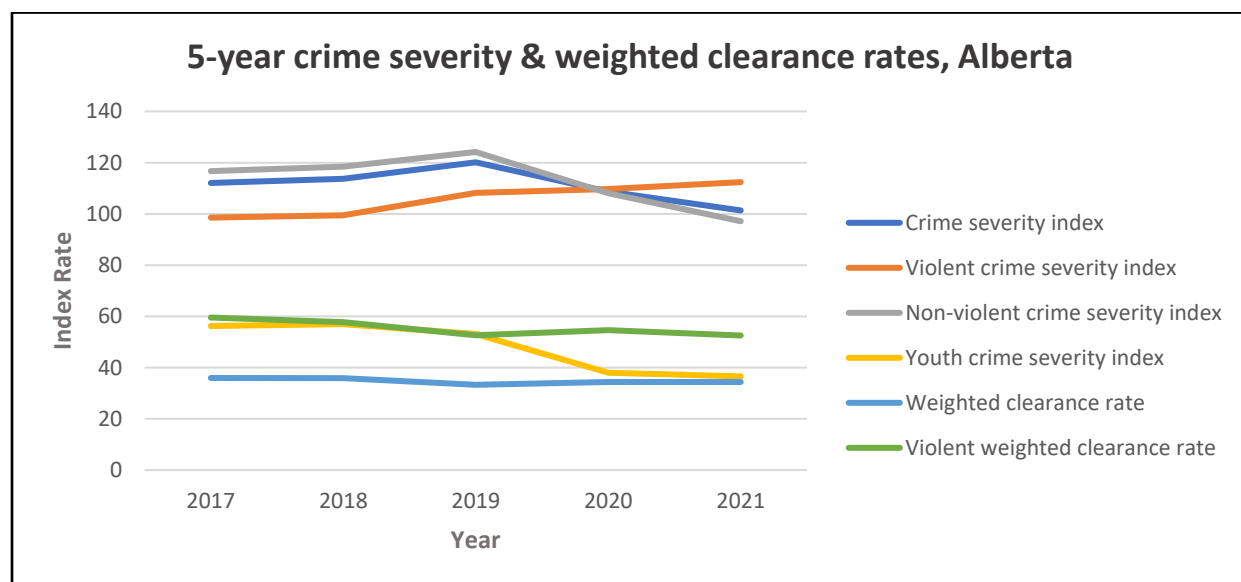
In addition, the GoA should invest \$5M to expand the HealthIM pilot to RCMP detachments across the province. The GoA invested in an initial pilot in 2021 of the HealthIM app. The HealthIM app is a digital risk-assessment tool which helps police screen, de-escalate, and track mental health-related calls. Given the app's proven track record, other provinces across Canada (Ontario, Manitoba, and Saskatchewan) have already adopted the tool. It has shown to contribute to significant reduction in involuntary arrests and police resources, as well as an increase in overall savings: all while ensuring

people in crisis get the appropriate help they need. As just one example, Manitoba recorded a 70 per cent reduction in involuntary arrests between February 2019 and February 2020.^{vii}

4. **\$38M invested in proactive initiatives to reduce rural crime across the province**

Our Members are committed to reducing crime in Alberta and have developed and implemented a Crime Reduction Strategy that has seen significant reductions in property crimes in 2021, including: break and enter (down 15%), vehicle theft (down 8%), theft over/under \$5,000 (down 10%) and possession of stolen goods (down 21%).^{viii}

Crime reduction success can be seen across Alberta when looking at Statistic Canada's crime severity index (CSI) and weighted clearance rates between 2017 and 2021.^{ix}



As the Government of Alberta has continued to invest in policing throughout successive budgets since 2017, the CSI has dropped 9.5%, primarily due to an almost 17% decrease in the non-violent CSI. Youth crime has also steadily decreased, with an accelerated decrease during the pandemic, though it is expected to increase slightly as we recover from the pandemic and continue to face economic uncertainties. Further improvements are demonstrated by the ability of officers to clear case files through a steady weighted clearance rate, and a significant decrease in the violent clearance rate of almost 12%. This demonstrates that Members are closing more violent crime cases.

However, even with a steady decline in CSIs, violent crime continues to rise across the province. Many rural communities are attributing this to prolific offenders who fall between the cracks of the justice system. The continual increased use of opioids, methamphetamines, other drugs, and firearms that continue to cross the provincial and international borders of Alberta every day, and the associated gang and crime syndicates associated with this illicit trafficking contribute further to these increases. Unfortunately, many rural and vulnerable communities fall prey to these violent crimes, and do not have sufficient resources to fight back.

The NPF recommends that the GoA invest \$38M to bolster the Crime Reduction Strategy, focus on rural and remote communities, and enhance access to services that stop and deter violent crime from taking place through:

- Investing \$10M to enhancing policing services and programs for communities with the highest CSI rates- Wetaskiwin, Cold Lake, Grande Prairie, Red Deer, and Leduc.
- Investing an additional \$5M to the Gun and Gang Violence Action Fund.
- Providing an additional \$2M to the Alberta Community Restorative Justice Program.
- Investing \$3M to expand the Call Back Units to more RCMP detachments across the province.
- Investing an additional \$3M to Project Lock-Up to enhance the response to repeat victims of property crime.
- Investing an addition \$15M to ALERT, specifically to combat opioids, methamphetamines, other drug and human trafficking, child pornography, and gang violence.

5. \$4M in grant funding to support the implementation of Police Advisory Committees.

The *Police Act* has been recently amended to include many of the NPF's previous recommendations. We are pleased that greater local governance on community policing priorities will be granted by making the optional Police Advisory Committees mandatory for communities served by the RCMP. To further ease the financial burden and financial hardships faced by municipalities, we recommended that the province provides \$4M toward a one-time grant program. Under this one-time grant, municipalities mandated to create a committee or smaller communities who wish to establish their own can apply to assist in offsetting start-up costs, while allowing additional time for those municipalities to plan for the full associated costs in future budgets.

6. \$100M should be invested into the public safety continuum with a focus on equitable access in rural and remote communities.

Over the past decade, RCMP officers are being asked to carry heavy burdens due to dwindling resources and increased demand. Albertans and our Members want more funding for the frontline services that help alleviate pressures on vulnerable Albertans and, by extension, the police. The GoA must do more to ensure that all communities have the front-line public safety and social services needed to help Albertans lead happy, healthy lives.

The remaining \$100M of the \$371M of one-time transition costs should be invested into other avenues of the public safety continuum that are of the highest priority for the reduction of crime across the province. These critical investment areas include:

- Housing
- Social services
- Hospitals and treatment centres
- Diversion programs, specifically in rural areas
- Indigenous communities
- Drug treatment courts

For too long, our Members have been called on to fill gaps between social services. At the same time RCMP detachments are underfunded across the province. Our Members are consistently told to “do more with less,” when they are already overworked, overstressed, and under-rested.

CONCLUSION

Albertans support their local RCMP and don’t want to see their government waste hundreds of millions of dollars on establishing a new provincial police service that will not improve policing in a tangible way or bring immediate improvements. During a time of significant pressures on our economy and all Albertans, increasing taxes to pay for a police transition is not the answer to increased public safety concerns.

There are better and more efficient ways to improve policing and the public safety continuum which will immediately address the real challenges identified by Albertans. The money earmarked for the proposed police transition should be invested as outlined above. These investments can be offset by public safety related revenues and cost saving measures, including:

- Revenues from the Police Funding Model, fines and surcharges related to public safety; and,
- Cost saving measures in relation to the implementation of PACT and investments into addressing prolific offenders, which will result in less police resources needed, booking, jail, court, and administrative costs.

In a time where affordability and prudence are top-of-mind for all Albertans and their families, it is important that Budget 2023 is strategic in effectively addressing the priorities identified by all communities in the province.

ⁱ August 2022. National Police Federation – Alberta W4. [Online] Available at: <https://npf-fpn.com/app/uploads/securepdfs/2022/08/NPF-Alberta-W4-July-2022-Final.Aug8-22.pdf>

ⁱⁱ April 2022. Police Personnel and Expenditures in Canada, 2021. [Online] Available at: <https://www150.statcan.gc.ca/n1/pub/11-627-m/11-627-m2022013-eng.htm>

ⁱⁱⁱ December 2020. Police Officers By Level of Policing, By Province and Territory, 2019. [Online] Available at: <https://www150.statcan.gc.ca/n1/pub/85-002-x/2020001/article/00015/tbl/tbl04-eng.htm>

^{iv} July 2022. Alberta Population Projections 2022-2046. [Online] Available at: <https://open.alberta.ca/dataset/45d8dc72-58d7-4b92-b3e6-589cf1869233/resource/c9785433-07f4-4431-be89-7e43696b909f/download/alberta-population-projections-infographic-2022-2046.pdf>

^v October 2022. RCMP Occurrence Report – 2021. [Online] Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policieres/calls-appels/occurrence-incident/2021/index-eng.htm>

^{vi} June 2022. More Than 70% of Teens Report Worse Mental Health Compared to Before COVID: Survey. [Online] Available at: <https://globalnews.ca/news/8882754/alberta-teens-mental-health-covid-survey/>

^{vii} May 2021. Alberta Police Pilot App to Help Assess, De-escalate and Track Mental Health Crisis Calls. [Online] Available at: <https://www.cbc.ca/news/canada/calgary/alberta-police-app-mental-health-crisis-calls-1.6015660>

^{viii} December 2022. Alberta RCMP Data. [Online] Available at: <https://www.rcmp-grc.gc.ca/ab/criminal-statistics-statistiques-criminelles/alberta-eng.htm>

^{ix} August 2022. Crime Severity Index and Weighted Clearance Rates, Police Services in Alberta. [Online] Available at: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3510019001&pickMembers%5B0%5D=1.1&cubeTimeFrame.startYear=2017&cubeTimeFrame.endYear=2021&referencePeriods=20170101%2C20210101>