

VILLAGE OF BIG VALLEY
AGENDA of the REGULAR COUNCIL MEETING
Held at the Village of Big Valley Administration Building
Monday, November 18, 2024 – 7:00 p.m.

1. Call to Order – 7:00 PM
2. Adoption of Agenda
3. Adoption of Minutes
 - a. Organizational Council Meeting Minutes – October 21, 2024
 - b. Regular Council Meeting Minutes – October 21, 2024
4. Visitors and Delegations
 - a. Parkland Community Planning Services (*remote*)
5. Old Business
 - a. RFD 55-2024 – Village of Big Valley Infrastructure Study
 - b. RFD 56-2024 – Village of Big Valley – 3 Year Strategic Plan Schedule
6. New Business
 - a. RFD 63-2024 – FCSS 2024 Grant Application – Big Valley Street Dance – Street Dance
 - b. RFD 64-2024 – FCSS 2024 Grant Application – Big Valley Historical Society
 - c. RFD 65-2024 – FCSS 2024 Grant Application – Kids Christmas
 - d. RFD 66-2024 – FCSS 2024 Grant Application – Big Valley Ag. Society
 - e. RFD 67-2024 – Bylaw 866 – Water & Sewer Bylaw
 - f. RFD 68-2024 – Village Office Signage
 - g. RFD 69-2024 – Local Growth and Sustainability Grant (LGSG)
 - h. RFD 70-2024 – Proposal for Installation of Disc Golf Course on Village of Big Valley Municipal Land
7. Reports
 - a. CAO Report
 - b. PW Report
 - b. Council Reports
8. Financial Statements
 - a. ATB Bank Statement – October, 2024
 - b. Cheque Register – October, 2024
 - c. Utility Water Report – Water Purchased & Billed Out – October 2024
 - c. Budget Variances as of October 31, 2024
9. Correspondence
 - a. Ministerial Order No. MSD:073/24 – Local Authorities Election Act – Expense Limits Regulation
 - b. Province of Alberta - Order in Council – Local Political Parties and Slates Regulation
 - c. Alberta Municipal Affairs – 2026 Local Government Fiscal Framework (LGFF) Capital Allocations
 - d. Tyler Gandam, President, Alberta Municipalities – Impact of provincial decision on municipal property taxes
 - e. Tyler Gandam, President, Alberta Municipalities – Alberta Interim Police Advisory Board Report
 - f. Parkland Regional Library System – Proposed Budget 2025
10. Public Comments – Limited to 5 Minutes
11. Next Meeting – Monday, November 18, 2024 commencing at 7:00 PM
12. Closed Session
Pursuant to Section 17 FOIPPA
13. Adjournment

**VILLAGE OF BIG VALLEY
ORGANIZATIONAL MEETING MINUTES
Thursday, October 21, 2024 @ 6:30 p.m.
29 1st Avenue South, Big Valley, Alberta**

PRESENT: Councillors Chantelle Janke, Timmothy Field, Dan Houle
CAO/Recording Secretary Colleen Mayne
Members of the Public

CALL TO ORDER: CAO Mayne called the Organizational Meeting to order at 6:36 p.m.

AGENDA:

RES 24-10-01 **MOVED** by Councillor Janke that the meeting agenda be accepted as amended. **CARRIED.**

**NOMINATION
AND
APPOINTMENT
OF MAYOR**

CAO Mayne called for nominations for Mayor.

Councillor Houle nominated Councillor Chantelle Janke for Mayor. Councillor Janke accepted the nomination.

CAO Mayne made a second call for additional nominations.
CAO Mayne made a third call for additional nominations.

No additional nominations were brought forward.

RES 24-10-02 **MOVED** by Councillor Field that nominations cease, and Councillor Chantelle Janke be appointed as Mayor. **CARRIED.**

**SWEARING IN
OF MAYOR**

Councillor Chantelle Janke was given the Oath of Mayor and sworn in by CAO Mayne, Commissioner for Oaths.

**NOMINATION
AND
APPOINTMENT
OF DEPUTY
MAYOR**

Mayor Janke called for nominations for Deputy Mayor.

Councillor Houle nominated Councillor Timmothy Field for Deputy Mayor. Councillor Field accepted the nomination.

Mayor Janke made a second call for nominations.
Mayor Janke made a third call for nominations.

No additional nominations were brought forward.

RES 24-10-03 **MOVED** by Mayor Janke that nominations cease and Councillor Field be appointed as Deputy Mayor. **CARRIED.**

**SWEARING IN
OF DEPUTY
MAYOR**

Deputy Mayor Timmothy Field was given the Oath of Deputy Mayor and sworn in by CAO Mayne, Commissioner for Oaths.

SIGNING

AUTHORITY

RES 24-10-04

MOVED by Mayor Janke that Council appoint Mayor Chantelle Janke, Deputy Mayor Timothy Field, Councillor Daniel Houle, and CAO Colleen Mayne as Signing Authorities for the Village of Big Valley.

CARRIED.

**APPOINTMENT
OF DESIGNATED
OFFICERS**

RES 24-10-05

MOVED by Councillor Houle that the Village appoint Kevin Bohlken of Wild Rose Assessment Services as the Assessor for the Village of Big Valley for the years of 2025 to 2029 inclusive.

CARRIED.

RES 24-10-06

MOVED by Mayor Janke that the Village appoint Justin Tanner of Gitzel & Company Chartered Professional Accountants as the Auditor for the Village of Big Valley for the 2025 year.

CARRIED.

**ESTABLISHMENT
OF DATE, TIME
AND PLACE FOR
REGULAR**

**COUNCIL
MEETINGS**

RES 24-10-07

MOVED by Mayor Janke that Regular Council Meetings be held on the third Monday of each month commencing at 7:00 p.m. at the Village Office, with the exception of those Mondays falling on a Statutory Holiday in which those meetings would be held at 7:00 pm the previous Monday of the month.

CARRIED.

**COUNCIL
COMMITTEE &
BOARD
APPOINTMENTS**

2024/2025 Council Committee & Board Appointments

Board/Committee	Chantelle Janke	Timothy Field	Daniel Houle
County of Stettler Housing Authority	A		A
County of Stettler Regional Recreation Board	A	X	
Stettler & District Ambulance Assoc.	X	A	
Emergency Advisory Committee	X		A
Stettler Regional Fire Authority	A	X	
Parkland Regional Library Services <i>(no alternate)</i>		X	
Big Valley Municipal Library <i>(no alternate)</i>		X	
Parkland Community Planning Services		A	X
Stettler Waste Management Authority		X	A
Shirley McLellan Regional Water Service Committee		A	X
Family and Community Support Services of Alberta	X		A

X=Primary; A=Alternate

RES 24-10-08 **MOVED** by Mayor Janke that Council approve the 2025 Council Committee and Board Appointments as listed. **CARRIED.**

**BYLAW 828 –
COUNCIL CODE
OF CONDUCT**

BYLAW REVIEW: **MOVED** by Deputy Mayor Field that Council accept “Bylaw 828 – Council Code of Conduct”, for information. **CARRIED**
RES 24-10-09

**BYLAW 877 –
PROCEDURAL**

BYLAW REVIEW: **MOVED** by Councillor Houle that Council accept “Bylaw 877 – Procedural Bylaw”, for information. **CARRIED**
RES 24-10-10

**POLICY 01-2024
– COUNCIL
REMUNERATION**

POLICY REVIEW: **MOVED** by Mayor Janke that Council accept “Policy 01-2024 – Council Remuneration Policy”, for information. **CARRIED**
RES 24-10-11

Mayor Janke adjourned the Organizational Meeting of the Village of Big Valley at 7:03 p.m. **CARRIED.**

Chantelle Janke, Mayor

Colleen Mayne, CAO

VILLAGE OF BIG VALLEY
Council Regular Meeting Minutes
Monday, October 21, 2024 @ 7:00 p.m.
29, 1st Avenue South, Big Valley, Alberta

PRESENT: Mayor Chantelle Janke, Deputy Mayor Timmothy Field, Councillor Daniel Houle
CAO/Recording Secretary Colleen Mayne
Members of the Public

CALL TO ORDER: Mayor Janke called the meeting to order at 7:05 p.m.

ADOPTION OF AGENDA:
RES 24-10-12 **MOVED** by Councillor Houle to accept the meeting agenda as presented.
CARRIED

ADOPTION OF MINUTES:
Regular Council Meeting
September 16, 2024
RES 24-10-13 **MOVED** by Deputy Mayor Field that the September 16, 2024 Regular Council Meeting Minutes be approved as presented.
CARRIED

VISITORS & DELEGATIONS: n/a

OLD BUSINESS:
Big Valley Infrastructure Study
RES 24-10-14 **MOVED** by Deputy Mayor Field to table approval of the Big Valley Infrastructure Study Draft as provided by MPE Engineering until the next Regular Council Meeting being held on November 18, 2024
CARRIED

Letter to the Honourable Ric McIver, Minister of Municipal Affairs
RES 2024-10-15 **MOVED** by Deputy Mayor Field to sign a draft letter and send to the Honourable Ric McIver, Minister of Municipal Affairs regarding collaboration challenges between the Village of Big Valley and County of Stettler.
CARRIED

NEW BUSINESS:
Parkland Community Planning Services (PCPS)
– Strategic Plan
RES 2024-10-16 **MOVED** by Deputy Mayor Field that the CAO contact PCPS to schedule a date and time in January, 2024 to hold a workshop for Village Council and Administration to develop a 3-year Strategic Plan.
CARRIED

**FCSS 2023 Funding Carry-
Over Applications -
Big Valley Community
Centre**

RES 2024-10-17

MOVED by Councillor Houle to table approval of an application submitted by the Big Valley Community Centre for \$1,860 until additional information has been received to confirm compliance with FCSS guidelines.

CARRIED

Big Valley United Church

RES 2024-10-18

MOVED by Mayor Janke to table approval of an application Submitted by the Big Valley United Church for \$700 until additional information has been received to confirm compliance with FCSS guidelines.

CARRIED

Big Valley Drop in Centre

RES 2024-10-19

MOVED by Councillor Houle that the application received for FCSS funding by the Big Valley Drop in Centre be approved for \$2,000.

CARRIED

**Friends of Big Valley
School**

RES 2024-10-20

MOVED by Deputy Mayor Field that the application received for FCSS funding by the Friends of Big Valley School be approved for \$2,000.

CARRIED

**Big Valley - Royal
Canadian Legion**

RES 2024-10-21

MOVED by Councillor Houle that the application received for FCSS funding by the Royal Canadian Legion be approved for \$1,000.

CARRIED

Big Valley Ladies Group

RES 2024-10-22

MOVED by Deputy Mayor Field that the application received for FCSS funding by the Big Valley Ladies Group be approved for \$1,500.

CARRIED

REPORTS:

CAO Report

RES 2024-10-23

MOVED by Deputy Mayor Field to close the Village Office on December 23rd and 24th, with the Office resuming regular hours on December 30, 2024.

CARRIED

RES 2024-10-24

MOVED by Mayor Janke to accept the CAO Report as presented.

CARRIED

PW Report

RES 2024-10-25

MOVED by Mayor Janke to accept the Public Works Report as presented.

CARRIED

Council Reports
RES 2024-10-26

MOVED by Deputy Mayor Field to accept the Council Reports as presented.
CARRIED

FINANCIAL STATEMENTS:
RES 2024-10-27

MOVED BY Houle to accept the Financial Statements as presented.
CARRIED

CORRESPONDENCE:
RES 2024-10-28

MOVED by Mayor Janke to accept the correspondence for information.
CARRIED

NEXT MEETING:

Monday, November 18, 2024 at 7:00 pm.

CLOSED SESSION:
*Pursuant to FOIPPA -
Personnel*
RES 2024-10-29

MOVED by Mayor Janke to go into Closed Session at 9:35 pm.
CARRIED

RES 2024-10-30

MOVED by Mayor Janke to come out of Closed Session at 10:31 pm.
CARRIED

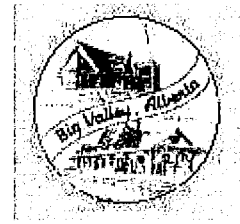
ADJOURNMENT:

Mayor Janke adjourned the meeting at 10:32 pm.

Chantelle Janke, Mayor

Colleen Mayne, CAO

REQUEST FOR DECISION



Date: November 18, 2024
Memo To: Village Council
From: Colleen Mayne
Subject: Village of Big Valley – Strategic Plan

RFD 56-2024

PURPOSE

For Council to consider up to 10 key priorities for the Village Strategic Plan, moving forward.

BACKGROUND:

Parkland Community Planning Services (PCPS) are in the process of creating a survey which will be sent out to all residents within the Village, requesting their input on what key priorities they would like Village Council to consider.

PCPS have the following suggestions as priority areas:

- Economic Growth & Job Creation
- Affordable Housing Initiatives
- Population Growth
- Financial Sustainability
- Attracting New Business
- Infrastructure Improvements
- Social, Sports and Recreation Facilities
- Educational and Training Institutions
- Community Engagement Enhancements
- Public Safety & Crime Prevention

In the meantime, they have been requested to amend the proposed survey to a more user friendly survey, with suggestions more related to the Village. In turn PCPS are asking Council and Administration to prioritize approximately 10 areas and a multiple choice survey will be distributed by the end of November, to be completed and returned by the end of December, 2024.

OPTIONS:

1. COUNCIL consider which areas are of priority, to be addressed during the Strategic Planning workshop Council and administration will be having with PCPS in January, to be forwarded to PCPS.

RECOMMENDATION:

COUNCIL consider which areas are of priority, to be addressed during the Strategic Planning workshop Council and administration will be having with PCPS in January, to be forwarded to PCPS.

FINANCIAL IMPLICATIONS - N/C

PREPARED BY: Colleen Mayne, CAO

Colleen Mayne

From: Vahid Ghomashchi <Vahid.Ghomashchi@pcps.ab.ca>
Sent: November 14, 2024 8:41 AM
To: Colleen Mayne
Cc: Ken Woitt
Subject: RE: Big Valley Strategic Plan

Good morning Colleen,

I am currently working on a specific multiple-choice questionnaire for Big Valley, aiming effective engagement of the community in the development of the strategic plan.

From your previous email, I understand that the Village faces several significant challenges, including:

- Limited land for future development
- Distance from Highway 53
- Challenges attracting new businesses
- Dependence on community volunteers for maintaining recreational and social facilities

To ensure that the questionnaire is as relevant and meaningful as possible, I would greatly appreciate your input on what you consider to be the key priorities (up to 10) for the Village moving forward.

Your insights will be very helpful to create a more tailored and connected questionnaire for the community.

Thank you for your collaboration!

Kind regards,

Vahid

Vahid Ghomashchi, PhD, RPP, MCIP

Senior Planner
Unit B 4730 50th Street
Red Deer AB T4N 1X2
Office: 403-343-3394
Cell: (403)404-6303
Web: pcps.ca



From: Colleen Mayne <cao@villageofbigvalley.ca>
Sent: November 13, 2024 3:07 PM
To: Vahid Ghomashchi <Vahid.Ghomashchi@pcps.ab.ca>
Cc: Ken Woitt <ken.woitt@pcps.ab.ca>
Subject: RE: Big Valley Strategic Plan

Thank you Vahid for your response. As a multiple choice questionnaire it will provide more understanding to what options there may be. There can also be an option of "other" where they can add suggestions which may not have been provided as an option.

Thanks again!

Colleen Mayne

Chief Administrative Officer

Village of Big Valley

P:(403)876-2269

F: (403)876-2223

From: Vahid Ghomashchi <Vahid.Ghomashchi@pcps.ab.ca>

Sent: November 13, 2024 2:56 PM

To: Colleen Mayne <cao@villageofbigvalley.ca>

Cc: Ken Woitt <ken.woitt@pcps.ab.ca>

Subject: RE: Big Valley Strategic Plan

Good afternoon Colleen

Thank you for your valuable insights and thoughtful comments, regarding the challenges and opportunities within the Big Valley community.

I truly appreciate the time you've taken to outline these concerns from the Villag's CAP perspective.

The Strategic Planning initiative is designed to uncover the challenges the community faces, the main priorities as well as the opportunities available to it.

As we proceed with consulting the community and facilitating public engagement, it's important to note that this process follows a rational planning framework that remains consistent regardless of the community's size.

Our main goal of the proposed community survey is to ensure that all voices are heard and shared with Council for taking into their consideration.

By exploring priorities from the perspective of Big Valley's community members, Council can create a roadmap that reflects a shared vision for the future.

Managing growth and future development in Big Valley, much like any small community, requires a comprehensive and integrated approach to community development.

This includes considerations for infrastructure, transportation, safety, recreational, environmental sustainability, and financial and economic aspects.

Accordingly, the proposed questionnaire has been designed to cover all aspects of community development.

However, in response to your comment regarding the questionnaire, I would be more than happy to design a format that incorporates multiple-choice options.

This should help make it easier for all residents, including seniors, to participate without feeling overwhelmed.

Thank you once again for your input. I look forward to collaborating with you further to ensure the Big Valley community's voice is effectively captured in the proposed Strategic Plan.

Best regards,

Vahid

Vahid Ghomashchi, PhD, RPP, MCIP
Senior Planner
Unit B 4730 50th Street

**BIG VALLEY STRATEGIC PLAN
COMMUNITY ENGAGEMENT**

Community Engagement is vital for developing our Strategic Plan towards building a vibrant and thriving community. Your input in the survey is crucial for creating a prosperous and inclusive future. Join us in building a stronger community together.

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1. FUTURE DEVELOPMENT PRIORITIES:

In your opinion, What are the **FIVE** most important Priority Areas for our community's future development? (Please rank them from 1 to 5)

- Economic growth and job creation
- Affordable housing initiatives
- Population Growth
- Financial Sustainability
- Attracting New Business
- Infrastructure improvements (roads, utilities, etc.)
- Social, Sports and Recreational Facilities
- Educational and Training Institutions
- Community engagement enhancements
- Public safety and crime prevention

2. KEY PRIORITY ACTIONS

For the **Five** priority areas you've chosen, what are the **THREE** key Priority Actions that should be taken in the next three years? (Please list up to 3 Actions)

Economic Growth and Job Creation

- Priority Action 1:
- Priority Action 2:
- Priority Action 3:

Affordable housing initiatives

- Priority Action 1:
- Priority Action 2:
- Priority Action 3:

Population Growth

Priority Action 1:

Priority Action 2:

Priority Action 3:

Financial Sustainability

Priority Action 1:

Priority Action 2:

Priority Action 3:

Attracting New Business

Priority Action 1:

Priority Action 2:

Priority Action 3:

Infrastructure improvements (roads, utilities, etc.)

Priority Action 1:

Priority Action 2:

Priority Action 3:

Social, Sports and Recreational Facilities

Priority Action 1:

Priority Action 2:

Priority Action 3:

Educational and Training Institutions

Priority Action 1:

Priority Action 2:

Priority Action 3:

Educational and Training Institutions

Priority Action 1:

Priority Action 2:

Priority Action 3:

Community engagement enhancements

Priority Action 1:

Priority Action 2:

Priority Action 3:

Public safety and crime prevention

Priority Action 1:

Priority Action 2:

Priority Action 3:

If you have a priority area that is not listed above, please specify it here, along with up to 3 Priority Actions to be taken in the next three years:

Priority Area:

Priority Action 1:

Priority Action 2:

Priority Action 3:

Thank you for sharing your valuable insights; your collaboration is essential to shaping the future of our community.



Village of Big Valley
Strategic Plan 2018- 2021

Village of Big Valley
Strategic Plan Progress Report

Purpose: The plan is to be a guiding document to provide direction to the Municipal Council and Village staff, establish goals, strategies and action plans to help the Village of Big Valley work with collective effort and a common voice toward achieving their goals and objectives (2016 – 2021).

VISION

A safe and welcoming, thriving heritage community with a sustainable future

MISSION

The Village of Big Valley and its council provide services and leadership for local and regional community members and visitors through reliable governance and public involvement.

VALUES AND GUIDING PRINCIPLES

Respect

Mutual respect will be obtained with reliable and credible interactions between local and regional community members and council.

Integrity/Honesty

Treat our community members with respect and be as transparent as possible regarding their issues and concerns.

Fairness

We will work with the community in a fair and consistent way

Leadership

Through our passionate hard work and commitment we will provide direction for the future growth and prosperity of our community.

Involvement

Encourage participation of community members and groups that provides input to council

Goal Statements

1. Organizations and businesses help/assist Community Viability
 - a. Encourage new people to become more involved in local organizations
 - b. Organizations and businesses work together with each other and the Village
2. Thriving, Sustainable Community
 - a. Discussions and continued communication with Alberta Prairie Steam Train (A.P.S.T) for future arrivals
 - b. Business Attraction and Retention Plan
 - c. Village Marketing Strategy
3. To attract Families
 - a. Provide more family friendly events and recreational opportunities
 - b. Strengthen communication / involvement with School
 - c. Engage area youth in community planning
4. More diverse communication methods will create a more informed public
 - a. Use and encourage multiple forms of outgoing/ incoming Communication with the public
5. Ongoing strong leadership
 - a. Succession planning for Council and staff
 - b. Ensure adequate training for Council and staff
 - c. Updating Bylaws and procedures
6. Enhance public safety and beautify the Village
 - a. Fix roads and sidewalks
 - b. Tree replacement program
 - c. Target unsightly yards
 - d. Encourage residents to keep Big Valley pretty
 - e. Maintain communication with RCMP
 - f. Maintain and Support C.O.P. program
 - g. Increase safety training for staff
7. A strong municipal council and community that plans for the future
 - a. Develop new municipal documents to fit with new Government rules
 - b. Access existing and future housing stock to attract younger families and address zoning to deal with possible gaps/issues
 - c. Establish and maintain a Strategic Plan
 - d. Develop Municipal Development plan & Intermunicipal Development Plan
 - e. Intermunicipal Collaboration Framework

Next Steps to Complete the Strategic Planning Process

Council will make changes to the Strategic Plan as they see necessary to ensure the document continues to be in alignment with community goals.

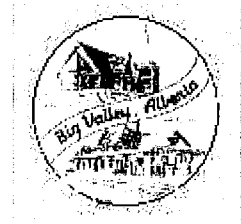
Specific Action Items can be set to assist the CAO with activities and priority setting for the coming year.

Council and the CAO will come up with a method of reporting on the Strategic Plan that will work well for all parties.

Council can use the Strategic Plan to assist with things such as budget process and CAO review in the fall of 2018.

Council will review the Strategic Plan in the fall of 2018 to make changes or adjustments as they see necessary for the 2019 year.

REQUEST FOR DECISION



Date: October 15, 2024,
Memo To: Village Council
From: Cheryl Bartley
Subject: FCSS grant application- Big Valley Ag Society- Street Dance

RFD 63-2024

PURPOSE

To have the Council review the application for FCSS funding for the Big Valley Street Dance which is operated under the umbrella of the BV ag. Society.

BACKGROUND:

The Big Valley Street dance is a yearly event in the community that happens every summer. The Street dance is a true reflection of the essence of Big valley. People attend this event from all over the area. This yearly event brings tourist, revenue and community fellowship.

OPTIONS:

1. Approve the request

RECOMMENDATION:

Approve the request as the Street Dance is a summer tradition that involves volunteers, community members and people from all over.

FINANCIAL IMPLICATIONS – \$4000.00

LEGAL – N/A

PREPARED BY:

Cheryl Bartley

Village of Big Valley

Family and Community Support Services (FCSS) Grant Funding

Application Year: January 1 to December 31, 20_____

Program Name: COMMUNITY CONNECTION PROJECT	GRANT AMOUNT REQUESTED \$ 4,000	\$ GRANT AMOUNT AWARDED \$
Organization Information:		
Organization Name:	BIG VALLEY AGRICULTURAL SOCIETY	
Mailing Address:	BOX 7 BIG VALLEY AB T0J 0G0	
Contact person:	ANDREA WEBSTER	Position/title: GRANT DIRECTOR
Email address:	danweb@telusplanet.net	
Telephone: 403-876-2064	Cell: 403-741-5045	Fax:
Is your organization registered as a society or a corporation: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Charitable Number: 119215952 Incorporation Number: 5914284699		

Eligibility for Financial Support

To be eligible, each proposed program or project must be managed by, or under the auspices of a community group or agency that is incorporated (or in the process of becoming incorporated) as a **non-profit society** in Alberta; or operating under the administrative jurisdiction of a school division or municipality.

ONLY applications that identify the Specific piece of the project or program that fits the FCSS Act and Regulation and identifies the Outcomes and Indicators will be considered.

Deadline Dates Applications for FCSS Grant Funding	October 15, 2023 <i>(for the upcoming year)</i>
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Please note A Year End Summary report must be submitted by:

January 31, 2024 (of the following year)

Additional Organization Information:

Brief Description of your agency
Mission, Mandate, History

The Big Valley Agricultural Society has played a vital role in our community for decades. We are responsible for the maintenance of the Big Valley Arena Agriplex, golf course and ball diamonds. We host the annual Street Festival and various other activities in our community.

Funded by:

Provincial Gov't Federal Gov't Other (please list all)
Association of Alberta Ag Societies, County of Stettler, local fundraising

Reason why you need additional funding for this project

The Big Valley Street Festival is an annual celebration held during the summer months in our town. We set up on Main Street, organize entertainment, a car show, food, games, activities and some community advocacy (which we hope to expand on) for little to no cost to participants. Community members have expressed to us that they look forward to this event every year!
We all know that the cost of living has risen tremendously over the years due to the general state of our economy, which is part of the reason that this Festival is so important. Economic limitations should not be a barrier to socializing, volunteering or getting to know your neighbours. This Grant will help us to build on the event's success.

DEADLINE DATES

Applications for FCSS Grant Funding: **October 15** (for the upcoming years' program)

Please note that all of the shaded gray areas are reserved for your Year End report data and should not be filled in until completing the Year End report.

Year End Report:

January 31 (of the following year, ie. Year End Report for the 2023 Program Year will be submitted by January 31, 2024)

GREY SHADED AREAS - complete these areas ONLY for the YEAR END FINAL report

	Big Valley		
Total # of Volunteers:			

Total # of Volunteers HOURS:				
Total # of participants				

Program/Project Title: BIG VALLEY STREET FESTIVAL	<p>A few years ago, the Grade 3 / 4 Social Studies Class in Big Valley did a quality of life survey. Some of the top priorities for residents in our area are: to be welcoming to newcomers, to have affordable events, to have more social functions, to provide volunteer opportunities for young people and to have entertainment for children. The Big Valley Street Festival provides an opportunity for all ages and abilities in our community to volunteer and to be involved. We hope to bring more groups in our Community together by providing space to showcase what their group is about, their history and how it applies to our area. This will be a chance for people to learn about and to feel more comfortable asking for and accessing support from these groups, by getting to know the people involved.</p> <p>With this Festival and its many volunteer opportunities, we hope to forge relationships that will strengthen quality of life and our community - work together while having fun and create a sense of support and belonging. We plan to recruit, train and mentor volunteers, including young people and newcomers to our Village.</p> <p>An outdoor activity with family, friends and soon-to-be-friends will strengthen our community as a whole. When people feel supported and cared for, they will thrive, and when they have access to and information about services they can self-advocate to improve their quality of life for themselves and others in our Village.</p> <p>If people in our community feel that they belong, then they will be more likely to ask for help themselves or to provide support for others. We plan to provide training, information sessions and mentorship for our volunteers that will empower them to make a difference in our Village and beyond. If we include service groups and arts/cultural groups in our Festival, then our community members will see the resources that are available to them.</p> <p>The Festival is truly for all ages in our local community (as seen at our Registration booth last year) - whether they attend as a group, as a family, a couple or a single person. It is a day to build new relationships, to celebrate our history and to grow memories for years to come.</p> <ul style="list-style-type: none"> • Staff
Statement of Need: <i>What community need or issue does this program or project address?</i>	
Overall Goal: <i>What do you hope to achieve with the program or project [overall change or impact in the long term]</i>	
Broad Strategy: <i>In general terms, how will the program or project address the community need?</i>	
Rationale: <i>What evidence do you have that would support this approach, ie., if you do these things, then these results will occur? What is your "if/then statement?"</i>	
Who is served? <i>What is the Target Group or population you want to reach with this program or project? (youth, seniors, adults, etc.)</i>	
Inputs:	

<p><i>Identify the specific resources you have available for this program or to complete the project.</i></p>	<ul style="list-style-type: none"> • Volunteers • Money • Materials • Equipment • Technology • Partners • Information • Facility • Food <p>The Big Valley Street Festival is free for all to attend. We advertise our event as widely as possible through print, social media and word of mouth. Our committee meets monthly for organizational and planning meetings starting in January, until the end of the summer. Local community groups are invited to attend all meetings. Volunteers are definitely vital to the success of this event. Next year, we plan to include information about attracting volunteers, coordinating efforts between groups and dealing with difficult situations at our meetings. We recognize that the Big Valley Street Festival is a major event in our area, and want to use it as an opportunity to build people up and strengthen our community now and for years to come.</p>
<p><i>Outputs: Identify the specific Activities and processes you will use to work toward your program or project goals.</i></p>	<p>Must report to the province so please collect:</p> <ul style="list-style-type: none"> # of Families # of Youth # of Children # of Adults # of Seniors # of Volunteers # of volunteer hours related to this FCSS initiative <p>If partners are involved:</p> <ul style="list-style-type: none"> # of partners # of Community Businesses List of Partners <p>Consider collecting other information relevant to this program/project:</p> <ul style="list-style-type: none"> # of new participants # of individuals served by age category # of community events offered
<p><i>Outputs: Who will you reach (students, volunteers, seniors etc.)</i></p>	

FCSS Overarching Goal
 FCSS programs must be of a preventive nature that enhances the social well-being of individuals and families through promotion of intervention strategies provided at the earliest opportunity.
 How does this program or project contribute?

Outcome Statement:	Measures: Question On the Survey	Measures Bank Numbers:	Alignment with the FCSS Outcomes Model: Chart of Outcomes and Indicators:	Data to be collected and reported on the Year End Summary Report after surveying	Strategic Direction
Community members know what is happening in their community.	As a result of [insert name]; I am more aware of what is happening in my community.	PM4	Community Outcome 1: The community is connected and engaged. Indicator: Awareness of community.	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD1 help people to develop independence, strengthen coping skills and become more resistant to crisis
Community members are connected to others in their neighbourhood/ community.	[Insert name] has helped me to feel closer to the people in my neighbourhood/community.	PM3	Community Outcome 1: The community is connected and engaged. Indicator: Social engagement	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Community members feel welcome in their community.	[insert name] helped me to feel welcome in my neighbourhood/community.	PM7	Community Outcome 1: The community is connected and engaged. Indicator: Social engagement	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Community members feel a sense of belonging.	Attending community events has helped me feel a sense of belonging in my neighbourhood/ community.	PM2	Community Outcome 1: The community is connected and engaged. Indicator: Social engagement	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people

PROPOSED BUDGET		ACTUAL BUDGET
REVENUE:		REVENUE:
Big Valley FCSS Grant Funding	\$ 4,000	
Other Funding Sources: fundraising	\$ 2,000	
	\$	
Total Revenue:	\$6,000	
EXPENDITURES:		EXPENDITURES:
Program/Project Materials	\$ 3,000	
Speaker/Presenter Expenses - training	\$ 500	
Advertising/Promotions	\$ 500	
Telephone/Postage/copying	\$	
Facility/other Rentals	\$ 500	
Other Costs: Nutritional expenses	\$ 1,500	
Administration/Coordination	\$	
Program Coordinator & Rev Canada Remit <i>(if applicable)</i>	\$	
Volunteer Expenses	\$	
Total Expenditures	\$ 6,000	
Surplus (Deficit)		

Declaration of Applicant

I/we do certify to the best of my/our knowledge that this application contains a full and correct account of all matters stated herein and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.

<https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx>

I acknowledge that should this application be approved, I/we will be required to enter into this funding agreement in its entirety.

Print Name	
Authorized Signature	
Date Signed	
Date submitted to Village of Big Valley	

Please keep a copy of this application for your records along with supporting financials. This report will coincide with the Year End Summary.

Forward completed application to: Village of Big Valley

Contact: CAO **Email:**

Phone:

FOR OFFICE USE ONLY

Date Received:

\$ Amount Approved:

By Mail:

Date Approved:

By Email

Notes/Special requests or comments

Future Recommendations

REQUEST FOR DECISION



RFD 64-2024

Date: October 15, 2024,
Memo To: Village Council
From: Cheryl Bartley
Subject: FCSS grant application- Big Valley Historical Society

PURPOSE

To have the Council review the application for FCSS funding for Big Valley Historical Society.

BACKGROUND:

The Big Valley Historical society is asking for funding to assist in a project involving educational signage in the village. This signage would assist in educating tourists and villagers of the history of our village. .

OPTIONS:

1. Approve the request
2. Deny the request

RECOMMENDATION:

THAT; the village approve the grant request from the Big Valley Historical society.

FINANCIAL IMPLICATIONS – \$2500.00

LEGAL – N/A

PREPARED BY:

Cheryl Bartley

Family and Community Support Services (FCSS)

Funding Application: ~~2016~~ 2024

Organization Information:	
Organization Name:	BIG VALLEY HISTORICAL SOCIETY
Mailing Address:	Box 342
Contact person:	Position/title: PRESIDENT - TANJA PLANTZ
Email address:	BVHISTORICALSOCIETY@gmail.com
Telephone:	Cell: Fax: 403-741-9366
Is your organization registered as a society or a corporation: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Charitable Number:	Incorporation Number: 50285669

0686444-50-24

Eligibility for Financial Support

To be eligible, each proposed program or project must be managed by, or under the auspices of a community group or agency that is incorporated (or in the process of becoming incorporated) as a **non-profit society** in Alberta; or operating under the administrative jurisdiction of a school division or municipality.

ONLY applications that identify the Specific piece of the project or program that fits the FCSS Act and Regulation and identifies the Outcomes and Indicators will be considered.

NOTE: Programs or projects that are primarily recreational in nature are not eligible for FCSS funding. Please see Strategic Direction below.

Is your funding request for an event that was approved for funding last year: Yes No

Have there been significant changes to the event since last year:

If Yes: Please describe _____
 If No: Go to FCSS Funding Request and complete the form.

Program/Project Title:	
Beginning Date:	Completion Date:
Statement of Need: <i>What community need or issue does this program or project address?</i>	
Overall Goal: <i>What do you hope to achieve with the program or project [overall change or impact in the long term]</i>	
Broad Strategy: <i>In general terms, how will the program or project address the community need?</i>	
Rationale: <i>What evidence do you have that would support this approach, ie., if you do these things, then these results will occur? What is your "if/then statement?"</i>	
Who is served?	

What is the Target Group or population you want to reach with this program or project?	
Inputs : Identify the specific resources you have available for this program or to complete the project.	
Outputs: Identify the specific Activities and processes you will use to work toward your program or project goal [s]	
Outputs: Who will you reach	
FCSS Overarching Goal FCSS programs must be of a preventive nature that enhances the social well-being of individuals, and families through promotion or intervention strategies provided at the earliest opportunity. How does this program or project contribute?	

Strategic Direction: How does your program or project contribute to the overarching goal and five Strategic Directions in the FCSS Regulation? Which does it fit best?(circle one or two that apply)

SD 1	SD 2	SD 3	SD 4	SD 5
help people to develop independence, strengthen coping skills and become more resistant to crisis;	help people to develop an awareness of social needs	help people to develop interpersonal and group skills which enhance constructive relationships among people	help people and communities to assume responsibility for decisions and actions which affect them;	provide supports that help sustain people as active participants in the community

FCSS Funding Request: \$
2500.00

Attach a Detailed Budget [specific to the program or project]	
Attach any Supporting documents: [direct relevancy to FCSS program or project]	
# of Individuals Served	1000 +
# of Families Served	500 +
# of Volunteers	10
# of Volunteer Hours	200 +
# of Information & Referral	
# of Community Initiatives	Community Education
Areas of Need Addressed by Community Initiative	Prevent Isolation Poverty reduction Early childhood development Safe communities Other: area of focus

Community Education
Information

Application for FCSS funding

The Big Valley Historical Society is requesting funds in the amount of \$2500.00 to complete our project of educational signage in the Big Valley town site and museums.

Our signs contain historical data concerning the building and or land on which they are placed. They are a vital part of maintaining and educating both tourist and villagers of our history.

These signs become part of a walking tour developed by Canadian Northern that is available in our village. This is also an ongoing project and is continually being added to in order to continue to maintain the historical information of our village.

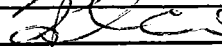
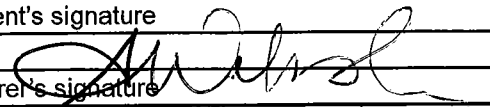
In the past schools and other groups have used these signs as part of scavenger hunts and tours that involve educating our youth with the knowledge of the village they live in.

This year we were able to purchase over 70 signs and pictures with fundraising. We have at least that many more. As more people get involved more suggestions of where signs could/can go are made and we are endeavouring to place them where people see a need or where we want events or stories recognised.

The signs cost is dependent on size and material used. On average they cost between 15 and 25 each. As previously stated we have approximately 70 ready or close to ready to be made. We estimate our cost to be roughly \$2500.00 to complete the signs and get them installed.

Declaration of Applicant

I/we do certify to the best of my/our knowledge that this application contains a full and correct account of all matters stated herein.

X 	X TANIA PLANTE
President's signature	Print name
X 	X
Treasurer's signature	Print name AUDREY WEBSTER
Date of application: Sept 29/2024	

Forward completed application to:

**Village of Big Valley
PO Box 236
Big Valley AB
T0J 0G0
Contact:
Telephone: 403-876-2269
E-mail: info@villageofbigvalley.ca**

REQUEST FOR DECISION



Date: November 12, 2024,
Memo To: Village Council
From: Cheryl Bartley
Subject: FCSS grant application- Kids Christmas

RFD 65-2024

PURPOSE

To have the Council review the application for FCSS funding for Kids Christmas Party.

BACKGROUND:

The kids Christmas party has been hosted in BV for several years. This event provides children who have registered for the event a gift, snacks and a variety of activities to participate during a fun filled day. .

OPTIONS:

1. Approve the request
2. Deny the request

RECOMMENDATION:

Kids Christmas party is a beneficial event for children in the community to enjoy a day of activities and interact with each other.

FINANCIAL IMPLICATIONS – \$1500.00

LEGAL – N/A

PREPARED BY:

Cheryl Bartley

REQUEST FOR DECISION



RFD 65-2024

Date: November 12, 2024,
Memo To: Village Council
From: Cheryl Bartley
Subject: FCSS grant application- Kids Christmas

PURPOSE

To have the Council review the application for FCSS funding for Kids Christmas Party.

BACKGROUND:

The kids Christmas party has been hosted in BV for several years. This event provides children who have registered for the event a gift, snacks and a variety of activities to participate during a fun filled day. .

OPTIONS:

1. Approve the request
2. Deny the request

RECOMMENDATION:

Kids Christmas party is a beneficial event for children in the community to enjoy a day of activities and interact with each other.

FINANCIAL IMPLICATIONS – \$1500.00

LEGAL – N/A

PREPARED BY:
Cheryl Bartley

**Village of Big Valley
Family and Community Support Services (FCSS) Grant Funding**

Application Year: January 1 to December 31, 2024

Program Name: Big Valley Kids Christmas	GRANT AMOUNT REQUESTED \$1500	\$ GRANT AMOUNT AWARDED \$	
Organization Information:			
Organization Name:	Big Valley Kids Christmas		
Mailing Address:	Box 207 Big Valley Alberta T0J 0G0		
Contact person:	Kari Wawzkiewicz/ Melitta Sorensen	403-916-5103/ 403-741-5164	
Email address:	kdwaz2017@gmail.com		
Telephone:		Fax:	
Is your organization registered as a society or a corporation: Yes <input type="radio"/> No <input checked="" type="radio"/>			
Charitable Number:	Incorporation Number: /		

Eligibility for Financial Support.

To be eligible, each proposed program or project must be managed by, or under the auspices of a community group or agency that is incorporated (or in the process of becoming incorporated) as a **non-profit society** in Alberta; or operating under the administrative jurisdiction of a school division or municipality.

ONLY applications that identify the Specific piece of the project or program that fits the FCSS Act and Regulation and identifies the Outcomes and Indicators will be considered.

Deadline Dates	
Applications for FCSS Grant Funding	December 8, 2023 <i>(for the upcoming year)</i>
Please note A Year End Summary report must be submitted by:	January 31, 2024 <i>(of the following year)</i>

Additional Organization Information:	
Brief Description of your agency Mission, Mandate, History	We are a family friendly event where every child gets the chance to receive a gift from Santa and meet the jolly old man in person. We believe this is important for many kids as this may be their only opportunity to see Santa, and having lasting memories during the
Funded by	Provincial Gov't Federal Gov't Other (please list all) -- We apply for grants and rely solely on donations from organizations/businesses within the community
Reason why you need additional funding for this project	

DEADLINE DATES
Applications for FCSS Grant Funding: December 8, 2023 <i>(for the upcoming years' program)</i>
Please note that all of the shaded gray areas are reserved for your Year End report data and should not be filled in until completing the Year End report.
Year End Report: January 31, 2024 <i>(of the following year, i.e. Year End Report for the 2023 Program Year will be submitted by January 31,</i>

GREY SHADED AREAS - complete these areas ONLY for the YEAR END FINAL report

	Big Valley	County of Stettler	Fenn	Rowley	Byemoor
Total # of Volunteers:					
Total # of Volunteers HOURS:					
Total # of participants					

Program/Project Title:	Big Valley Kids Christmas
Statement of Need: <i>What community need or issue does this program or project address?</i>	Family Event to give families an afternoon to enjoy in the Christmas festivities.
Overall Goal: <i>What do you hope to achieve with the program or project [overall change or impact in the long term]</i>	Lasting memories for all the community members.
Broad Strategy: <i>In general terms, how will the program or project address the community need?</i>	Gives families something to look forward to in the stress of the holiday season.
Rationale: <i>What evidence do you have that would support this approach, ie, if you do these things, then these results will occur? What is your "if/then statement?"</i>	Community members look forward to this event every year.
Who is served? <i>What is the Target Group or population you want to reach with this program or project? (youth, seniors, adults etc.)</i>	All community members with children under the age of 10, along with our elves
Inputs: <i>Identify the specific resources you have available for this program or to complete the project</i>	All Big Valley residences

<p>Outputs: Identify the specific Activities and processes you will use to work toward your program or project goals.</p>	<p>Social well being Christmas Spirit</p>
<p>Outputs: Who will you reach (students, volunteers, seniors etc.)</p>	<p>Must report to the province so please collect:</p> <ul style="list-style-type: none"> # of Families # of Youth # of Children # of Adults # of Seniors # of Volunteers # of volunteer hours related to this FCSS initiative <p>If partners are involved:</p> <ul style="list-style-type: none"> # of partners # of Community Businesses # List of Partners <p>Consider collecting other information relevant to this program/project:</p> <ul style="list-style-type: none"> # of new participants # of individuals served by age category # of community events offered

FCSS Overarching Goal
 FCSS programs must be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.
 How does this program or project contribute?

<p>Outcome Statement:</p> <p>Community members know what is happening in their community.</p>	<p>Measures: Question On the Survey</p> <p>As a result of [insert name]; I am more aware of what is happening in my community.</p>	<p>Measures Bank Numbers:</p> <p>PM4</p>	<p>Alignment with the FCSS Outcomes Model: Chart of</p> <p>1: Community: Outcome The community is connected and engaged.</p>	<p>Data to be collected and reported on the Year End Summary Report after</p> <p>Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:</p>	<p>Strategic Direction</p> <p>SD1 help people to develop independence, strengthen coping skills and become more resistant to</p>
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Community members are connected to others in their neighbourhood/ community.	[Insert name] has helped me to feel closer to the people in my neighbourhood/ community.	PM3	Community Outcome 1: The community is connected and engaged. Indicator:	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive
Community members feel welcome in their community.	[Insert name] helped me to feel welcome in my neighbourhood/ community.	PM7	Community Outcome 1: The community is connected and engaged. Indicator:	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive
Community members feel a sense of belonging.	Attending community events has helped me feel a sense of belonging in my neighbourhood/ community.	PM2	Community Outcome 1: The community is connected and engaged. Indicator: Social engagement	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive

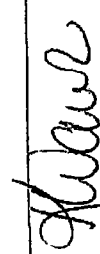
PROPOSED BUDGET		ACTUAL BUDGET	
REVENUE		REVENUE	
Big Valley FCSS Grant Funding	1500		
Other Funding Sources: Waste Management	3000		
Other Donations	1000		
Total Revenue:			
EXPENDITURES		EXPENDITURES	
Program/Project Materials -Gifts	2000-3000		Project Materials
Speaker/Presenter Expenses	1000		Presenter Expenses

Advertising/Promotions	50		Facility Rental
Telephone/Postage/copying	50		Food
Facility/other Rentals	300		
Other Costs: Nutritional expenses	250		
Administration/Coordination			
Program Coordinator & Rev Canada Remit [if applicable]			
Volunteer Expenses	200		
Total Expenditures	5000		
Surplus (Deficit)			

Declaration of Applicant

I/we do certify to the best of my/our knowledge that this application contains a full and correct account of all matters stated herein and complies with the requirements and conditions set out in the **Family and Community Support Services Act and Regulation.**
<https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx>

I acknowledge that should this application be approved, I/we will be required to enter into this funding agreement in its entirety.

Print Name	Kari Wawzkiewicz
Authorized Signature	
Date Signed	July 4, 2024
Date submitted to Village of Big Valley	July 4, 2024

REQUEST FOR DECISION



Date: October 15, 2024,
Memo To: Village Council
From: Cheryl Bartley
Subject: FCSS grant application- Big Valley Ag Society

RFD 66-2024

PURPOSE

To have the Council review the application for FCSS funding for the Big Valley AG. Society.

BACKGROUND:

The Big Valley Agriculture Society is a fundamental organization in the community that runs the Hockey Arena, Golf course and ball diamonds. They are requesting funding to provide cost free access to the arena for community members to access.

OPTIONS:

1. Approve the request
2. Deny the request

RECOMMENDATION:

Approve the request as the AG. Society has provided this service for years. Public access to the arena is a fundamental activity in the community that countless kids can access.

FINANCIAL IMPLICATIONS – \$2000.00

LEGAL – N/A

PREPARED BY:

Cheryl Bartley

Village of Big Valley

Family and Community Support Services (FCSS) Grant Funding

Application Year: January 1 to December 31, 2024

Program Name: COMMUNITY CONNECTION PROJECT	GRANT AMOUNT REQUESTED \$2000.00	\$ GRANT AMOUNT AWARDED \$
Organization Information:		
Organization Name:	Big Valley Agricultural Society	
Mailing Address:	Box 7	
Contact person:	Dan Webster	Position/title: Grant Director
Email address:	Webby876@gmail.com	
Telephone:	Cell: 403-740-6696	Fax:
Is your organization registered as a society or a corporation: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Charitable Number: 19215952		
Incorporation Number: 5914284699		

Eligibility for Financial Support

To be eligible, each proposed program or project must be managed by, or under the auspices of a community group or agency that is incorporated (or in the process of becoming incorporated) as a **non-profit society** in Alberta; or operating under the administrative jurisdiction of a school division or municipality.

ONLY applications that identify the Specific piece of the project or program that fits the FCSS Act and Regulation and identifies the Outcomes and Indicators will be considered.

Deadline Dates Applications for FCSS Grant Funding	October 15, 2024 (for the upcoming year)
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Please note: A Year End Summary report must be submitted by: January 31, 2025 (of the following year)

Additional Organization Information:	
Brief Description of your agency Mission, Mandate, History	The BV ag society has been a fixture in the Bv community for decades. We are responsible for the maintenance of the arena and the golf course and the ball diamonds.
Funded by	Provincial Gov't Federal Gov't Other (please list all)
Reason why you need additional funding for this project	Each year the ag. Society applies for additional funds to provide a variety of activities in our community in the form of opening up the Arena for a cost free public skating, learn to skate program, referee clinic and physical wellness.

DEADLINE DATES
 Applications for FCSS Grant Funding: **October 15 (for the upcoming years' program)**
Please note that all of the shaded gray areas are reserved for your Year End report data and should not be filled in until completing the Year End report.
 Year End Report: **January 31 (of the following year, ie. Year End Report for the 2023 Program Year will be submitted by January 31, 2024)**

GREY SHADED AREAS - complete these areas ONLY for the YEAR END FINAL report	
	Big Valley
Total # of Volunteers:	25
Total # of Volunteers HOURS:	35 hrs
Total # of participants	75-90 people

Program/Project Title	Community Connection Project
Statement of Need: <i>What community need or issue does this program or project address?</i>	By providing a cost free event like public skating and puck and stick, and ref. clinics this allows people of all ages in our community to spend time enjoying socializing while participating in physical enrichment. These are social programs that encourage youth activity.
Overall Goal: <i>What do you hope to achieve with the program or project (overall change or impact in the long term)</i>	People participating become healthier and more active is our main goal. Along with providing an environment that allows people to socialize and develop community relations with people they may not always interact with will help to build community relations and sense of belonging. Our goal is to also be preventative in nature with issues facing youth in today's world.
Broad Strategy: <i>In general terms, how will the program or project address the community need?</i>	Activity with family, encouraging a more active and healthy lifestyle and awareness of fitness. But also increases awareness in our community engagement and foster additional relationships.
Rationale: <i>What evidence do you have that would support this approach, ie. if you do these things, then these results will occur? What is your "if/then statement?"</i>	The BV ag society believes the more people that are exposed to the Arena the more people will feel a sense of community and belonging. We firmly believe that the more people who use our facility the stronger our community becomes. The more people who are in our building awareness of healthy lifestyle choices also contributes to healthy community.
Who is served? <i>What is the Target Group or population you want to reach with this program or project? (youth, seniors, adults etc.)</i>	Our target group is children and youth. The BV minor hockey programs are housed out of our building, and they have a strong contingency in the use of the building. However, we also hope by providing open ice time seniors and parents would also take advantage of the opportunity. To encourage awareness of healthy lifestyles.
Inputs: <i>Identify the specific resources you have available for this program or to complete the project.</i>	<ul style="list-style-type: none"> • Staff • Volunteers • Money • Materials • Equipment • Technology • Partners • Information • Facility • Food Staff, Volunteers, facility.
Outputs: <i>Identify the specific Activities and processes you will use to work toward your program or project goals.</i>	Our "public Skating" times are posted in the BV Whistle and FB page, to ensure that all citizens are aware of the times available. We strive to strengthen our community by involving all citizens by enhancing the social wellbeing of all who enter our arena.
Outputs: <i>Who will you reach (students, volunteers, seniors etc.)</i>	Must report to the province so please collect: # of Families- 35-50 families take part in our arena.

of Youth -15
 # of Children-30
 # of Adults-20
 # of Seniors-10
 # of Volunteers -15
 # of volunteer hours related to this FCSS initiative-25

If partners are involved:
 # of partners
 # of Community Businesses
 List of Partners

Consider collecting other information relevant to this program/project:
 # of new participants
 # of individuals served by age category
 # of community events offered

Providing this opportunity for cost effective physical exercise allows access to a healthy lifestyle choice as well as awareness of Community opportunity and encourages a sense of social responsibility.

FCSS Overarching Goal
 FCSS programs must be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.
 How does this program or project contribute?

Outcome Statement:	Measures: Question On the Survey	Measures Bank: Numbers:	Alignment with the FCSS Outcomes Model: Chart of Outcomes and Indicators:	Data to be collected and reported on the Year End Summary Report after surveying	Strategic Direction
Community members know what is happening in their community.	As a result of [insert name] I am more aware of what is happening in my community.	PM4	Community: Outcome 1: <i>The community is connected and engaged.</i> Indicator: <i>Awareness of community.</i>	Total # of Participants : # completing the tool: # completing measure: # experiencing a positive change: % of positive change:	SD1 help people to develop independence, strengthen coping skills and become more resistant to crisis
Community members are connected to others in their neighbourhood/ community.	[Insert name] has helped me to feel closer to the people in my neighbourhood/community.	PM3	Community Outcome 1: <i>The community is connected and engaged.</i> Indicator: <i>Social engagement</i>	Total # of Participants : # completing the tool: # experiencing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people

Community members feel welcome in their community.	[Insert name] helped me to feel welcome in my neighbourhood/community.	PM1	<i>The community is connected and engaged.</i> Indicator: Social engagement	Total # of Participants : # completing the tool: # completing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people
Community members feel a sense of belonging.	Attending community events has helped me feel a sense of belonging in my neighbourhood/ community.	PM2	<i>The community is connected and engaged.</i> Indicator: Social engagement	Total # of Participants : # completing the tool: # completing a positive change: % of positive change:	SD3 help people to develop interpersonal and group skills which enhance constructive relationships among people


PROPOSED BUDGET		ACTUAL BUDGET	
REVENUE:		REVENUE:	
Big Valley FCSS Grant Funding	\$ 2000.00		
Other Funding Sources: fundraising	\$		
Total Revenue:	\$		
EXPENDITURES:		EXPENDITURES:	
Program/Project Materials	\$		
Speaker/Presenter Expenses	\$		
Advertising/Promotions	\$		
Telephone/Postage/copying	\$		
Facility/other Rentals	\$ 2000.00		
Other Costs: Nutritional expenses	\$		
Administration/Coordination	\$		
Program Coordinator & Rev Canada Remit <i>[if applicable]</i>	\$		
Volunteer Expenses	\$		
Total Expenditures	\$		
Surplus (Deficit)			

Declaration of Applicant

I/we do certify to the best of my/our knowledge that this application contains a full and correct account of all matters stated herein and complies with the requirements and conditions set out in the Family and Community Support Services Act and Regulation.

<https://www.alberta.ca/family-and-community-support-services-fcss-program.aspx>

I acknowledge that should this application be approved, I/we will be required to enter into this funding agreement in its entirety.

Print Name	Dan Webster
Authorized Signature	
Date Signed	September 23, 2024
Date submitted to Village of Big Valley	Sept. 23 / 2024

Please keep a copy of this application for your records along with supporting financials. This report will coincide with the Year End Summary.

Forward completed application to: Village of Big Valley

Contact: CAO

Phone:

Email:

FOR OFFICE USE ONLY

Date Received:

By Mail:

By Email

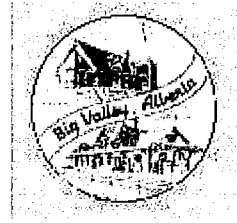
\$ Amount Approved:

Date Approved:

Notes/Special requests or comments

Future Recommendations

REQUEST FOR DECISION



Date: November 18, 2024
Memo To: Village Council
From: Colleen Mayne
Subject: Bylaw 866 – Water & Sewer Bylaw

RFD 67-2024

PURPOSE

For Council to determine if the Utility Charges for Water Service Charges, Sewer Service Charges and Garbage/Landfill Charges continue to be charged to properties whether or not water is turned off (billing contains everything other than water consumption charges).

BACKGROUND:

The Alberta Municipal Government Act states that each municipality in Alberta, Council create Bylaws to set a standard to provide guidelines for municipal staff to adhere to. Unless Council amends a Bylaw, Administration must follow those guidelines. Council may approve an exception to a Bylaw, however those particular circumstances must be addressed with all residents for fairness.

There are possibly 5 or more properties to which utilities have had some of the service charges removed even though the Bylaw states those charges are to be billed.

PROS TO CONTINUE CHARGING SERVICE FEES: The intention of the service fees are to provide revenue to the municipality to aid in any issues such as water breaks, sewer blockages, etc. Any funds received over and above the service charges less charges is to be transferred into a Reserve Account at the end of each year, to be banked for upcoming costs for those particular services (i.e. Reserves for water, sewer, etc. to be accounted for in individual accounts preferably for clarification). Those utility charges attached to properties are meant to be a fair charge to all. As a note, to turn off the water at the curb stop there is a \$70 fee to shut off, and another \$70 fee to turn on, based on the Fees & Charges Bylaw.

Administration needs guidelines to follow, which are backed up through Bylaws that Council have implemented when residents question the processes which are in place. It may or may not help, but will possibly provide answers to residents other than just administration's word.

CONS TO REMOVING CHARGES: The Village operates on an annual Operating Budget, which includes the income from Utility billings (water service, sewer service, garbage & recycling). Should a property have their water shut off, the length of that shut off should be defined (i.e. a month long vacation, or if moving out with no idea when it will be resided in again and the property has not been condemned or demolished).

When service fees are reduced, the entire village shares that loss by increasing taxes for everyone.

Copies of the Village of Delburne Utility Bylaw which continues charging all service fees, and Town of Milk River Utility Bylaw which discontinues all service fees until the property is lived in again, and have been emailed separately for reference.

OPTIONS:

1. COUNCIL direct the CAO to follow the current Bylaw 666 – Water & Sewer, and reactivate all service charges which have been unbilled moving forward when water is turned off at the curb stop, and continuing with the turn on and turn off charges of curb stops, effective November 1 2024.
2. COUNCIL direct the CAO to bring a DRAFT copy of the Utility Bylaw to the next regular meeting, including any and all amendments Council determine.
3. Council table the review of Bylaw 866 – Water & Sewer to a future meeting.

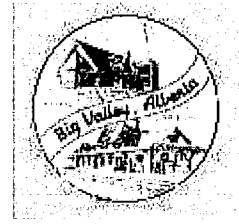
RECOMMENDATION:

1. COUNCIL direct the CAO to follow the current Bylaw 666 – Water & Sewer, and reactivate all service charges which have been unbilled moving forward when water is turned off at the curb stop, and continuing with the turn on and turn off charges of curb stops, effective November 1 2024.

FINANCIAL IMPLICATIONS – Possible loss of utility revenue.

PREPARED BY:
Colleen Mayne, CAO

REQUEST FOR DECISION



Date: November 18, 2024
Memo To: Village Council
From: Colleen Mayne
Subject: Village & Library Signage

RFD 68-2024

PURPOSE

For Council to approve the purchase of 2 new signs on the Village Office Building. A copy of the quote is included. It will be paid 50% Village (Admin dept) and 50% Library (from budgeted Library – Misc Services).

BACKGROUND:

The signs on the Village Office are in poor condition, and can cost to replace is reasonable. The quote was received after the last Regular Council Meeting, and has already expired, so a new quote would have to be received. I will request Tammy obtain a new quote that would be valid.

OPTIONS:

1. COUNCIL direct the CAO to order new signage for the Village of Big Valley and Library with the request an extension of Quote 4146's charge until at least November 30, 2024.
2. COUNCIL direct the CAO to delay ordering new signage for the Village of Big Valley and Library in 2025 once the Operating Interim Budget has been approved, and obtain 1 or 2 additional relevant quotes of similar material quality and bring to the January Regular Council Meeting.
3. COUNCIL deny the replacement of signage on the Village Office & Library until a future time.

RECOMMENDATION:

4. COUNCIL direct the CAO to delay ordering new signage for the Village of Big Valley and Library in 2025 once the Operating Interim Budget has been approved, and obtain 1 or 2 additional relevant quotes of similar material quality and bring to the January Regular Council Meeting.

FINANCIAL IMPLICATIONS – approximately \$360 Village; \$360 Library expenses from our budgeted amount.

PREPARED BY:
Colleen Mayne, CAO

Diverse Signs N Designs Inc.
3813B - 47th ave, PO Box 69 Stettler, Alberta T0C 2L0
leasyl@dsnd.ca
(403) 742-6723



HST/GST #: 85202-2045
www.diversesigns.ca

Quote 4146

New Signage

SALES REP INFO
Leasyl Atterbury
leasyl@dsnd.ca
(403) 742-6723

QUOTE DATE
Tue, 10/08/2024
QUOTE EXPIRY DATE
Wed, 10/23/2024

TERMS
COD

REQUESTED BY
Village of Big Valley
Office
29-1 Ave, South
Big Valley, Alberta T0J 0G0

CONTACT INFO
Tammy
info@villageofbigvalley.ca
(403) 876-2269
Mobile: (403) 741-7989

About this Quote:

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	New Signage Vinyl Di-bond sign, black vinyl 24 x 96 - Big Valley Office (1) -Municipal Library (1)	2	Each	\$336.4581	\$672.92	Y

This handcrafted quote is based on the specific information you've given us and is valid for 30 days.

We require a 50% deposit to begin work on your project.

Once we receive your deposit, we'll schedule your project and email you an estimated completion date.

The remaining balance is due upon completion of your order.

Need to make that changes?

No problem - but please realize, changes to quantity or specifications will affect your price. We will provide you with an updated quote based on the changes.

Setup: \$3.00
Subtotal: \$675.92
Sales Tax (5%): \$33.80
Total: \$709.72

Downpayment (50.0 %)

\$354.86

SIGNATURE:

DATE:

REQUEST FOR DECISION



Date: November 18, 2024
Memo To: Village Council
From: Colleen Mayne
Subject: Local Growth and Sustainability Grant (LGSG) – Deadline November 29, 2024

RFD 69-2024

PURPOSE

For Council to determine if they want the CAO to apply to the new Local Growth and Sustainability Grant (LGSG), as a municipality with populations below 10,000 people for sustainability.

BACKGROUND:

The Sustainability component is open to municipalities with populations below 10,000 people. It is designed to address urgent infrastructure breakdowns that pose substantial health and safety risks to the public. There is no minimum project size and no formal application process or application deadline for this funding component. Instead, municipalities may notify the Minister of Municipal Affairs of a funding need that meets the programs definition of an urgent infrastructure breakdown. The minister may fund projects as needed over the 3-year period of the grant. There is no requirement for the municipality to match a portion of the project costs to obtain a grant.

OPTIONS:

1. COUNCIL direct the CAO to draft an application letter to the Minister of Municipal Affairs for funding toward the urgent infrastructure breakdown of the Village of Big Valley Lagoon.

RECOMMENDATION:

COUNCIL direct the CAO to draft an application letter to the Minister of Municipal Affairs for funding toward the urgent infrastructure breakdown of the Village of Big Valley Lagoon.

FINANCIAL IMPLICATIONS – none known

PREPARED BY:
Colleen Mayne, CAO

NEW CAPITAL FUNDING FOR MUNICIPALITIES ANNOUNCED

[Home](#) / [News](#) / New capital funding for municipalities announced

← News

The Government of Alberta announced the new **Local Growth and Sustainability Grant (LGSG)**, a funding program which promises to deliver \$60 million over three years to municipalities that are experiencing infrastructure pressures due to rapid population growth, on October 22.

The move comes just over a year after Alberta Municipalities' members passed a **resolution** calling for the provincial government to create such a funding program. In this instance, our association's members were heard.

The LGSG offers two funding components – one for municipalities with populations between 10,000 and 200,000 people (Growth), and another for municipalities with populations below 10,000 people (Sustainability).

Growth component

This component is open to municipalities with populations of between 10,000 and 200,000 people that have a shovel-ready infrastructure project that supports economic growth or alleviates pressures on housing, tourism, or other growth pressures. The project must exceed \$1 million in cost and municipalities can apply for funding of up to 50 per cent of the project cost.

The deadline to apply for this funding is **November 29, 2024**. This will be the only opportunity to apply for Growth Component funding. The funds will be spent over the next three years.

Sustainability component

This component is open to municipalities with populations below 10,000 people. It is designed address urgent infrastructure breakdowns that pose substantial health and safety risks to the public. There is no minimum project size and no formal application process or application deadline for this funding component. Instead,

municipalities may notify the Minister of Municipal Affairs of a funding need that meets the program's definition of an urgent infrastructure breakdown. The minister may fund projects as needed over the three-year period of the grant.

ABmunis' perspective

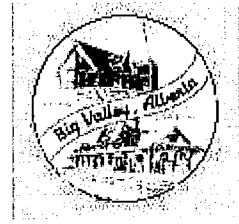
ABmunis applauds the Government of Alberta for launching the LGSG as it will provide short-term support to many municipalities who are challenged to deliver the infrastructure needed to meet the needs of a rapidly growing population.

At the same time, we note that adding \$20 million annually is well short of the additional \$1 billion in infrastructure funding that municipalities collectively called for before the provincial government launched the Local Government Fiscal Framework (LGFF) Capital program this year. Municipalities currently receive less than half the amount of provincial funding per capita than they received a decade ago. This stresses the need for a more defined partnership between municipalities and the Government of Alberta to successfully address current and future infrastructure needs for Albertans.

Oct 22

2024

REQUEST FOR DECISION



Date: November 18, 2024 RFD 70-2024
Memo To: Village Council
From: Colleen Mayne
Subject: Proposal to Install a Disc Golf Course on Big Valley Municipal Land

PURPOSE

For Council to review the Proposal to Install a Disc Golf Course on Big Valley Municipal Land provided by Andreas Zimmerman. There would be financial obligations of the Village financially, as well as use of land associated with.

BACKGROUND:

The primary objective of this proposal is to establish a family-friendly disc golf course that encourages physical activity, community interaction, and use of municipal space for recreational purposes. The course will also increase visitor traffic to Big Valley.

OPTIONS:

1. COUNCIL table the decision to install a Disc Golf Course on Big Valley Municipal Land until the January Regular Council Meeting wherein the costs associated could be included within the 2025 Operating Budget;
2. COUNCIL direct the CAO to send a letter to Andreas Zimmermann regrets, and that the proposal may be reconsidered in the future.

RECOMMENDATION:

COUNCIL direct the CAO to send a letter to Andreas Zimmermann regrets, and that the proposal may be reconsidered in the future.

FINANCIAL IMPLICATIONS - Estimated cost of \$10,000 plus Village manpower to install or pay additional for installation.

PREPARED BY:
Colleen Mayne, CAO

Andreas Zimmermann
zimandreas@gmail.com

Proposal for Installing a Disc Golf Course on Big Valley Municipal Land

Introduction

We propose the development of a Disc Golf course on the existing municipal land to promote outdoor activities, enhance community awareness, and utilize the open space efficiently.

Objective

The primary objective is to establish a family-friendly disc golf course that encourages physical activity, community interaction, and use of the municipal space for recreational purposes. The course will also increase visitor traffic to Big Valley, as the Disc Golf Community in Alberta and online with the UDisc app travel throughout the province to experience different locations.

What Is Disc Golf?

Disc Golf is a sport where players throw a disc, similar to a Frisbee, into a series of metal baskets or "holes" on a specially designed course. The objective, much like traditional golf, is to complete the course in the fewest throws possible. It combines elements of fitness, strategy, and skill, making it accessible for all ages and skill levels. Disc Golf courses often utilize natural landscapes, providing a fun and scenic outdoor activity. It's a growing sport worldwide, enjoyed both casually and competitively.

Disc Golf requires very little equipment, as only a few discs are required to play. This makes the game more accessible for a wider range of players.

In addition to these benefits, Disc Golf can also be played year-round, as the baskets are above ground and will not be hidden by snow in the winter months.

How Are Discs Different From Frisbees?

Disc Golf discs are designed specifically for precision and distance, unlike regular Frisbees. They are typically smaller in diameter, heavier, and come in various shapes and weights to suit different throw styles and purposes, such as drivers, mid-range discs, and putters. Their streamlined edges and specific weight distribution help them achieve greater accuracy, stability, and distance, making them much more specialized compared to the broad-purpose, lighter, and softer design of a regular Frisbee.

Site Selection

The proposed location is the current open space adjacent to the Big Valley Golf Course. This site is ideal due to its accessibility, existing natural features, and minimal environmental impact. The parking area

already in use for the Golf Course could be used as parking for visitors who wish to use the Disc Golf course.

Design and Implementation

The disc golf course will include:

- 9 holes strategically placed to utilize the natural terrain.
- Clearly marked fairways, tees, and baskets.
- Signage for navigation and rules.
- Benches and waste receptacles at key points.

Benefits

- **Health and Wellness:** Encourages physical activity for all ages.
- **Community Engagement:** Offers a new recreational activity for residents.
- **Tourism and Economy:** Attracts visitors, potentially boosting local businesses.
- **Environmental Stewardship:** Educates about preserving natural landscapes.

Additional Detail

Signage

We would put out a request for bids from artisans in the local community to create a wooden sign board for the beginning of the course and one for each tee area, to show the basket location and fairway path.

Course Variability

The course can be played as a 9-hole course or played as an 18-hole course with the back nine played in reverse. The UDisc community often comes up with alternative methods of play for some courses based on their design, to encourage competition for specific shots.

Education

The Big Valley School can use the course all year round for physical education classes and incorporate the physics of disc aerodynamics into classes as well. This is because of the design of discs and the numbering system that is in use for them.

The numbers on a disc golf disc typically represent its flight characteristics:

Speed: Indicates how fast the disc needs to be thrown to perform as intended. Higher numbers mean faster speeds.

Glide: Measures the disc's ability to maintain loft during flight. Higher numbers mean better glide.

Turn: Shows the disc's tendency to curve to the right (-1 to -5) or to stay straight to the left (+1 to +1), especially early in flight.

Fade: Represents the disc's tendency to hook left at the end of the flight. Higher numbers mean a stronger finish to the left.

This system helps players choose the right disc based on their throwing style and the shot they need to make.

Community Usage

Sets of Discs could be made available for use from the Big Valley Library, signed out by members as books normally would be. This would allow for children to play rounds outside of normal school hours, as well as other residents to make use of the grounds if they do not own a set of discs.

Budget and Funding

The estimated cost for installation would be between \$5,000 - \$10,000, covering equipment, signage, and minor landscaping (see Appendix 1). The variable is dependent on the quality and composition of the baskets purchased, signage construction, and installation costs. An optional consideration is whether or not to include cement tee off areas.

Maintenance and Management

The courses minimum requirements are to include the Baskets needed for each hole.

Additional items that are not required, but would provide a better course experience for users, include:

- Benches and Waste Receptacles: Place benches and trash bins at strategic points to enhance player comfort and keep the course clean
- Parking and Restrooms: Ensure there are adequate parking spaces and restrooms nearby for convenience.
- Additional signage to indicate other amenities available in the village.

The course will require routine maintenance, which can be managed by Big Valley maintenance crews, involving regular inspections, waste collection, and landscaping. There may already be maintenance being done in this region that we are unaware of.

The Big Valley School can also be involved in this process, on a once per month basis for example, as community engagement to walk the course and clean the area up from recent visitors to the site.

Conclusion

Installing a disc golf course will enable the village to enhance community amenities and promote healthy lifestyles. We recommend the council approves this proposal to bring a valuable recreational facility to our village.

Appendix 1: Estimated Costs

Source And Cost Estimates – Purchase & Installation

Equipment and estimates sourced from Brendan, Battle River Sports Excellence in Camrose, AB

Total Estimated costs ~ \$10,000

Approximate Break Down of Costs

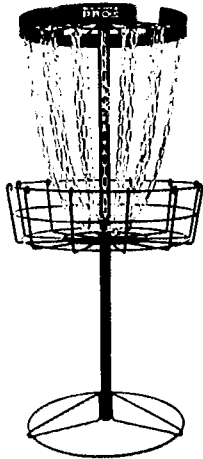
These costs are estimates and subject to change based on choices made during the selection and installation process.

- Cement pads - \$200 each (x9, total \$1800)
- Signage for course - \$1500 (one sign for each tee area)
- Baskets (purchase and install) - \$500 each (x9, total \$4500)
- Course layout and design, by Battle River Sports, ~\$1000 (mileage, walk through of area to appraise, paperwork for design)

Above costs assume that installation is done by Big Valley crews, however installation can be done by Battle River Sports if preferred at an additional cost. The amount for the signage for the course can either be done by Big Valley staff or could be used for a bid from local carpenters/artists to craft signage for the course.

A note on baskets – there are some cheaper baskets available than the ones quoted above, however the ones suggested at this cost are the most popular among players for their durability, and stability during gameplay.

Appendix 1: Estimated Costs



Suggested basket type: MVP Black Hole Pro HD Basket

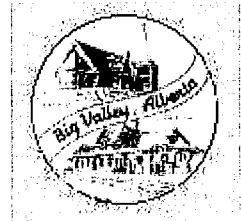
Regular price \$274.99 each

x9 baskets = \$2,474.91

Source: Battle River Sports Excellence in Camrose, AB

Installation may be done by Big Valley crews, however we are also waiting on a quote back from Battle River Sports Excellence on both course design and cost for installation.

REQUEST FOR DECISION



RFD 71-2024

Date: November 12, 2024,
Memo To: Village Council
From: Colleen Mayne
Subject: FCSS grant application- Christmas in the Village

PURPOSE

To have the Council review the application for FCSS funding for Christmas in the Village.

BACKGROUND:

Christmas in the Village has been hosted in Big Valley for several years. This event provides children who have registered for the event a gift, snacks and a variety of activities to participate during a fun filled day.

OPTIONS:

1. Approve the request
2. Deny the request

RECOMMENDATION:

Kids Christmas party is a beneficial event for children in the community to enjoy a day of activities and interact with each other.

FINANCIAL IMPLICATIONS – \$2000.00

LEGAL – N/A

PREPARED BY:
Colleen Mayne

Family and Community Support Services (FCSS)

Funding Application: 2024

Organization Information: Community Connection Project		
Organization Name:	Christmas in the Village	
Mailing Address:	Box 24 Big Valley, AB T0J 0G0	
Contact person:	Skyla Attfield	Position/title: Treasurer
Email address:	skyl97@hotmail.com	
Telephone:	Cell: 403-396-0345	Fax:
Is your organization registered as a society or a corporation: No		
Charitable Number: N/A		Incorporation Number: N/A

Eligibility for Financial Support

To be eligible, each proposed program or project must be managed by, or under the auspices of a community group or agency that is incorporated (or in the process of becoming incorporated) as a **non-profit society** in Alberta; or operating under the administrative jurisdiction of a school division or municipality.

ONLY applications that identify the Specific piece of the project or program that fits the FCSS Act and Regulation and identifies the Outcomes and Indicators will be considered.

NOTE: Programs or projects that are primarily recreational in nature are not eligible for FCSS funding. Please see Strategic Direction below.

Is your funding request for an event that was approved for funding last year: Yes
Have there been significant changes to the event since last year:

If Yes: Please describe _____

If No: Go to FCSS Funding Request and complete the form.

Program/Project Title:	Christmas in the Village
Beginning Date: December 20, 2024	Completion Date: December 20, 2024
Statement of Need: <i>What community need or issue does this program or project address?</i>	Connection. There are a lot of seniors in our municipality. This gives them an opportunity to connect with neighbors and are provided a warm meal for the holiday season.
Overall Goal: <i>What do you hope to achieve with the program or project [overall change or impact in the long term]</i>	A sense of community. An opportunity to meet new neighbors, provide a warm meal for those without family nearby, to support local businesses.

<p>Broad Strategy: <i>In general terms, how will the program or project address the community need?</i></p>	<p>Everyone is included. Seniors, families, singles. This is a free event for kids to make crafts, everyone gets a warm meal, children get to provide presents for their families.</p>
<p>Rationale: <i>What evidence do you have that would support this approach, ie.,if you do these things, then these results will occur? What is your "if/then statement?"</i></p>	<p>This is an event that has been provided for the community for many years. We always get a great turn out and many members of the community gets involved.</p>
<p>Who is served? <i>What is the Target Group or population you want to reach with this program or project?</i></p>	<p>Everyone within the Village of Big Valley & surrounding area.</p>
<p>Inputs : <i>Identify the specific resources you have available for this program or to complete the project.</i></p>	<p>The residents of Big Valley. Local Talent. Community Hall.</p>
<p>Outputs: <i>Identify the specific Activities and processes you will use to work toward your program or project goal [s]</i></p>	<p>Shop Local. Provide income to Local Business. Team work.</p>
<p>Outputs: Who will you reach</p>	<p>Residents of Village of Big Valley & surrounding area. Ages 0-99.</p>
<p>FCSS Overarching Goal <i>FCSS programs must be of a preventive nature that enhances the social well-being of individuals, and families through promotion or intervention strategies provided at the earliest opportunity.</i> How <i>does this program or project contribute?</i></p>	<p>Social well-being. Inclucivitey. Christmas Spirit.</p>

Strategic Direction: How does your program or project contribute to the overarching goal and five Strategic Directions in the FCSS Regulation? Which does it fit best?(circle one or two that apply)

SD 1	SD 2	SD 3	SD 4	SD 5
help people to develop independence, strengthen coping skills and become more resistant to crisis;	help people to develop an awareness of social needs	help people to develop interpersonal and group skills which enhance constructive relationships among people	help people and communities to assume responsibility for decisions and actions which affect them;	<u>provide supports that help sustain people as active participants in the community</u>

FCSS Funding Request: \$ 2000

Attach a Detailed Budget [specific to the program or project]

Rough Estimate:

Hall Rental - \$500

Raffle Items - \$500

Elf Store - \$500

Entertainment - \$700

Food - \$700

Craft - \$100

Attach any Supporting documents: [direct relevancy to FCSS program or project]	
# of Individuals Served	150
# of Families Served	50
# of Volunteers	10
# of Volunteer Hours	12 hrs
# of Information & Referral	
# of Community Initiatives	1
Areas of Need Addressed by Community Initiative	Prevent Isolation Poverty reduction Safe communities

Declaration of Applicant	
I/we do certify to the best of my/our knowledge that this application contains a full and correct account of all matters stated herein.	
X	X Amber Hoogenberg
President's signature	Print name
X	X Skyla Attfield
Treasurer's signature	Print name
Date of application: November 15, 2024	

Forward completed application to:

Village of Big Valley
PO Box 236
Big Valley AB
T0J 0G0
Contact:
Telephone: 403-876-2269
E-mail: info@villageofbigvalley.ca

Public works report October 21st, 2024

Continued mowing grass

Changed the starter and cell solenoid on the cub cadet which is under warranty and because still won't start I have sent it into Gyro free of charge to change the ignition coil

Began cleaning the trees at the cemetery to make it more presentable and respectful

Began cleaning up the trees at the Roundhouse to make it more appealing for the public

Water test three times a week

Organized and washed the lift station, and caulked the roof

Winterized and removed the water tank for the season

Put the picnic tables away for the winter, organizing them to be able to paint them for the following year

Put up the snow fence in two locations to prevent snow drifting across the roadways

Stacked and organized the boxes in the basement of the office

Lowered the curb stop from a previous dig at the depot to remove a tripping hazard

Placed mulch around the trees that were planted on 3rd St.

Cleaned and closed the public washrooms and the campground for the winter

Flushed and winterized the fire hydrants finding that one of the fire hydrants had issues with being unable to stop the flow in 2022

Did two extra weeks of compost because of the beautiful fall we had, and the gardens were still in

Pulled the village flowers

Covered the air conditioner

Continued working on the drinking water safety plan

Brought the tractor home.

Sincerely

Tammy Rotvik

ATB0114001_1722713_001 E D 07479 00511

Village of Big Valley

PO Box 236
BIG VALLEY AB T0J 0G0

Your ATB Financial Branch

07479 Stettler Branch
6604 50 Ave
Stettler AB
T0C 2L2

If you have any questions, contact us at
1 800 332-8383 or visit us at
www.atb.com

A summary of your accounts on Oct 31, 2024

Deposits	Value on Oct 31, 2024
	CAD
Business Public Sector Account #00119372424	122,923.17
Business Public Sector Savings #00314543378	907,813.64
Notice on Amount 90 days #00627651200 <i>Inactive</i>	3,866.14
Total Deposits	\$1,034,602.95

Find an error? Give us a call or drop by a branch. We'll take care of it.

A summary of Deposit Account Business Public Sector Account

00119372424	Transit # 07479-219
Your balance forward on Sep 30, 2024	\$60,629.24
Debits to your account (37 items)	- \$71,887.77
Credits to your account (106 items)	+ \$134,181.70
Your closing balance on Oct 31, 2024	= \$122,923.17

ATB0114001_1722713_001 - 0000511 HRI - 19 - 06 - 06 - 08 - - - 003887

ATB Financial™

SAVING | BORROWING | INVESTING | KNOW-HOW

Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 30	Balance forward			\$60,629.24
Oct 1	Customer Bill Pay Cover		\$236.94	60,866.18
Oct 1	INTERAC e-Transfer Received - Autodeposit		\$67.27	60,933.45
Oct 1	Direct Deposit Bill Payment CUCBC		\$110.00	61,043.45
Oct 1	INTERAC e-Transfer Received - Autodeposit		\$67.27	61,110.72
Oct 1	EFT Sent 000636164458	\$951.02		60,159.70
Oct 1	INTERAC e-Transfer Received - Autodeposit		\$55.67	60,215.37
Oct 1	Customer Bill Pay Cover		\$564.04	60,779.41
Oct 1	INTERAC e-Transfer Received - Autodeposit		\$90.47	60,869.88
Oct 1	Direct Debit ATB Govt Tax Filing MONTHLY FEE	\$1.00		60,868.88
Oct 1	Direct Debit School Taxes PTASFF	\$19,286.53		41,582.35
Oct 1	Direct Debit Misc. Payments AUMA/AMSC	\$3,742.77		37,839.58
Oct 2	INTERAC e-Transfer Received - Autodeposit		\$159.43	37,999.01
Oct 2	INTERAC e-Transfer Received - Autodeposit		\$434.32	38,433.33
Oct 2	INTERAC e-Transfer Received - Autodeposit		\$75.97	38,509.30
Oct 2	INTERAC e-Transfer Received - Autodeposit		\$140.00	38,649.30
Oct 2	Customer Bill Pay Cover		\$163.54	38,812.84
Oct 2	INTERAC e-Transfer Received - Autodeposit		\$125.00	38,937.84
Oct 2	Deposit Mixed		\$1,233.98	40,171.82
Oct 2	Deposit Mixed		\$2,742.78	42,914.60
Oct 2	INTERAC e-Transfer Received - Autodeposit		\$84.67	42,999.27
Oct 2	INTERAC e-Transfer Received - Autodeposit		\$200.00	43,199.27
Oct 2	Cheque #000000012662	\$7,162.45		36,036.82
Oct 3	Customer Bill Pay Cover		\$93.02	36,129.84
Oct 3	INTERAC e-Transfer Received - Autodeposit		\$215.96	36,345.80
Oct 3	INTERAC e-Transfer Received - Autodeposit		\$300.00	36,645.80
Oct 3	Customer Bill Pay Cover		\$50.00	36,695.80
Oct 3	INTERAC e-Transfer Received - Autodeposit		\$113.31	36,809.11
Oct 3	INTERAC e-Transfer Received - Autodeposit		\$99.17	36,908.28
Oct 3	INTERAC e-Transfer Received - Autodeposit		\$87.57	36,995.85

ATB0114001_1722713_001 - 0000511 003888

Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Oct 4	INTERAC e-Transfer Received - Autodeposit		\$58.57	37,054.42
Oct 4	INTERAC e-Transfer Received - Autodeposit		\$200.00	37,254.42
Oct 4	Customer Bill Pay Cover		\$150.00	37,404.42
Oct 4	INTERAC e-Transfer Received - Autodeposit		\$500.00	37,904.42
Oct 4	INTERAC e-Transfer Received - Autodeposit		\$120.00	38,024.42
Oct 4	INTERAC e-Transfer Received - Autodeposit		\$200.00	38,224.42
Oct 4	INTERAC e-Transfer Received - Autodeposit		\$750.00	38,974.42
Oct 5	Customer Bill Pay Cover		\$137.44	39,111.86
Oct 6	INTERAC e-Transfer Received - Autodeposit		\$100.00	39,211.86
Oct 7	Customer Bill Pay Cover		\$61.47	39,273.33
Oct 7	INTERAC e-Transfer Received - Autodeposit		\$71.17	39,344.50
Oct 7	EFT Sent 000639658798	\$571.40		38,773.10
Oct 7	INTERAC e-Transfer Received - Autodeposit		\$39.67	38,812.77
Oct 7	INTERAC e-Transfer Received - Autodeposit		\$90.00	38,902.77
Oct 7	INTERAC e-Transfer Received - Autodeposit		\$90.47	38,993.24
Oct 7	INTERAC e-Transfer Received - Autodeposit		\$75.97	39,069.21
Oct 8	INTERAC e-Transfer Received - Autodeposit		\$271.41	39,340.62
Oct 8	Direct Deposit Misc. Payments Government of A		\$2,736.85	42,077.47
Oct 8	INTERAC e-Transfer Received - Autodeposit		\$200.00	42,277.47
Oct 8	Cheque #000000012660	\$155.14		42,122.33
Oct 9	Customer Bill Pay Cover		\$78.00	42,200.33
Oct 9	INTERAC e-Transfer Received - Autodeposit		\$99.17	42,299.50
Oct 9	INTERAC e-Transfer Received - Autodeposit		\$87.57	42,387.07
Oct 9	Customer Bill Pay Cover		\$65.08	42,452.15
Oct 9	Cheque #000000012669	\$60.88		42,391.27
Oct 9	Cheque #000000012664	\$362.25		42,029.02
Oct 10	Customer Bill Pay Cover		\$75.97	42,104.99
Oct 10	Customer Bill Pay Cover		\$25.00	42,129.99
Oct 10	INTERAC e-Transfer Received - Autodeposit		\$151.37	42,281.36
Oct 10	Deposit Mixed		\$2,196.86	44,478.22
Oct 10	Direct Deposit Misc. Payments CTY STET		\$48.40	44,526.62

ATB0114001_1722713_001 - 00005111 HRI - 19 - 06 - 05 - 07 - - 003889

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Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Oct 10	Cheque #000000012671	\$247.38		44,279.24
Oct 11	Customer Bill Pay Cover		\$114.24	44,393.48
Oct 11	INTERAC e-Transfer Received - Autodeposit		\$55.34	44,448.82
Oct 11	INTERAC e-Transfer Received - Autodeposit		\$96.27	44,545.09
Oct 11	Customer Bill Pay Cover		\$111.98	44,657.07
Oct 11	Direct Deposit Accounts Payable ATCO ELECTRIC		\$714.15	45,371.22
Oct 11	INTERAC e-Transfer Received - Autodeposit		\$125.27	45,496.49
Oct 11	Cheque #000000012666	\$126.00		45,370.49
Oct 11	Cheque #000000012658	\$110.00		45,260.49
Oct 11	Cheque #000000012672	\$818.99		44,441.50
Oct 13	INTERAC e-Transfer Received - Autodeposit		\$96.27	44,537.77
Oct 15	Direct Deposit Accounts Payable CLEARVIEW SCHOO		\$201.07	44,738.84
Oct 15	Customer Bill Pay Cover		\$151.94	44,890.78
Oct 15	INTERAC e-Transfer Received - Autodeposit		\$137.00	45,027.78
Oct 15	INTERAC e-Transfer Received - Autodeposit		\$200.00	45,227.78
Oct 15	EFT Sent 000644024041	\$700.00		44,527.78
Oct 15	Cheque #000000012675	\$561.89		43,965.89
Oct 15	Cheque #000000012670	\$18.05		43,947.84
Oct 15	Direct Debit Misc. Payments WCB ALBERTA	\$1,553.33		42,394.51
Oct 17	Deposit Mixed		\$696.51	43,091.02
Oct 17	Cheque #000000012667	\$29.25		43,061.77
Oct 18	Customer Bill Pay Cover		\$270.17	43,331.94
Oct 18	INTERAC e-Transfer Received - Autodeposit		\$172.24	43,504.18
Oct 18	Cheque #000000012665	\$163.34		43,340.84
Oct 18	Cheque #000000012673	\$6,289.00		37,051.84
Oct 18	INTERAC e-Transfer Received - Autodeposit		\$125.27	37,177.11
Oct 19	Customer Bill Pay Cover		\$120.04	37,297.15
Oct 20	INTERAC e-Transfer Received - Autodeposit		\$84.67	37,381.82
Oct 21	Customer Bill Pay Cover		\$225.00	37,606.82
Oct 21	INTERAC e-Transfer Received - Autodeposit		\$81.34	37,688.16

Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Oct 21	Customer Bill Pay Cover		\$120.04	37,808.20
Oct 21	Bill Payment TELUS MOBILITY INC	\$123.70		37,684.50
Oct 21	Bill Payment TELUS COMMUNICATIONS	\$75.53		37,608.97
Oct 21	Bill Payment TELUS MOBILITY INC	\$207.74		37,401.23
Oct 21	Direct Deposit Misc. Payments BROOKFIELD TELU		\$55.67	37,456.90
Oct 22	Customer Bill Pay Cover		\$731.28	38,188.18
Oct 22	INTERAC e-Transfer Received - Autodeposit		\$142.67	38,330.85
Oct 22	Deposit Cheque		\$501.10	38,831.95
Oct 22	Withdrawal	\$501.10		38,330.85
Oct 22	Cheque #000000012676	\$193.60		38,137.25
Oct 22	INTERAC e-Transfer Received - Autodeposit		\$60.00	38,197.25
Oct 22	Cheque #000000012677	\$605.67		37,591.58
Oct 23	INTERAC e-Transfer Received - Autodeposit		\$150.00	37,741.58
Oct 23	Cheque #000000012674	\$141.75		37,599.83
Oct 24	INTERAC e-Transfer Received - Autodeposit		\$64.00	37,663.83
Oct 24	Customer Bill Pay Cover		\$50.00	37,713.83
Oct 24	INTERAC e-Transfer Received - Autodeposit		\$100.00	37,813.83
Oct 24	Deposit Mixed		\$5,043.41	42,857.24
Oct 24	Cheque #000000012680	\$5,226.41		37,630.83
Oct 24	Cheque #000000012679	\$501.10		37,129.73
Oct 25	INTERAC e-Transfer Received - Autodeposit		\$120.00	37,249.73
Oct 25	Customer Bill Pay Cover		\$120.00	37,369.73
Oct 25	Direct Deposit Accounts Payable ATCO GAS		\$811.86	38,181.59
Oct 26	Customer Bill Pay Cover		\$150.00	38,331.59
Oct 26	INTERAC e-Transfer Received - Autodeposit		\$40.00	38,371.59
Oct 26	INTERAC e-Transfer Received - Autodeposit		\$160.00	38,531.59
Oct 27	INTERAC e-Transfer Received - Autodeposit		\$55.76	38,587.35
Oct 27	INTERAC e-Transfer Received - Autodeposit		\$87.27	38,674.62
Oct 28	INTERAC e-Transfer Received - Autodeposit		\$67.27	38,741.89
Oct 28	INTERAC e-Transfer Received - Autodeposit		\$131.00	38,872.89
Oct 28	Direct Debit Misc. Payments AUMA/AMSC	\$3,886.14		34,986.75

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Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Oct 29	Direct Deposit Misc. Payments Government of A		\$99,614.00	134,600.75
Oct 29	INTERAC e-Transfer Received - Autodeposit		\$125.00	134,725.75
Oct 29	INTERAC e-Transfer Received - Autodeposit		\$490.00	135,215.75
Oct 29	INTERAC e-Transfer Received - Autodeposit		\$112.00	135,327.75
Oct 29	INTERAC e-Transfer Received - Autodeposit		\$93.37	135,421.12
Oct 30	Customer Bill Pay Cover		\$370.85	135,791.97
Oct 30	Direct Deposit Bill Payment CUCBC		\$173.31	135,965.28
Oct 30	INTERAC e-Transfer Received - Autodeposit		\$1,800.00	137,765.28
Oct 30	INTERAC e-Transfer Received - Autodeposit		\$55.67	137,820.95
Oct 30	EFT Sent 000652515992	\$4,326.22		133,494.73
Oct 30	EFT Sent 000652521590	\$2,875.36		130,619.37
Oct 30	EFT Sent 000652517790	\$3,494.44		127,124.93
Oct 30	INTERAC e-Transfer Received - Autodeposit		\$220.00	127,344.93
Oct 31	INTERAC e-Transfer Received - Autodeposit		\$78.87	127,423.80
Oct 31	Customer Bill Pay Cover		\$169.21	127,593.01
Oct 31	Deposit Cash		\$95.00	127,688.01
Oct 31	Deposit Mixed		\$1,874.48	129,562.49
Oct 31	Cheque #000000012678	\$6,774.74		122,787.75
Oct 31	Interest Payment		\$179.02	122,966.77
Oct 31	Fee Service	\$3.60		122,963.17
Oct 31	Monthly Maintenance Fees	\$25.00		122,938.17
Oct 31	Fee Service	\$15.00		122,923.17
Oct 31	Closing balance			\$122,923.17

A summary of Deposit Account Business Public Sector Savings

00314543378	Transit # 07479-219
Your balance forward on Sep 30, 2024	\$904,226.46
Debits to your account (0 items)	- \$0.00
Credits to your account (1 item)	+ \$3,587.18
Your closing balance on Oct 31, 2024	= \$907,813.64

Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 30	Balance forward			\$904,226.46
Oct 31	Interest Payment		\$3,587.18	907,813.64
Oct 31	Closing balance			\$907,813.64



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Consolidated Statement

Statement date October 31, 2024
 Transit number 07479-219
 Customer number 0000076530
 Page number 9 of 11

Business Public Sector Account 00119372424
 Cheque #000000012662 \$7,162.45

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12662
 DATE 20240918
 1193724

PAY Seven Thousand One Hundred Sixty Two AND 45/100 Dollars \$7,162.45

TO THE ORDER OF Shirley McMillan Regional Water Commission
 Box 1270
 Stettin AB T0C 2L0

012662 007479-219 1193724-24*

Business Public Sector Account 00119372424
 Cheque #000000012660 \$155.14

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12660
 DATE 20240918
 1193724

PAY One Hundred Fifty Five AND 14/100 Dollars \$155.14

TO THE ORDER OF PUROLATOR INC PAYMENTS
 BOX 4500 STEINMAN
 CONCORD ON L4C 6K1

012660 007479-219 1193724-24*

Business Public Sector Account 00119372424
 Cheque #000000012669 \$60.88

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12669
 DATE 20241004
 1193724

PAY Sixty AND 88/100 Dollars \$60.88

TO THE ORDER OF Home Hardware
 Box 189
 Stettin AB T0J 0G0

012669 007479-219 1193724-24*

Business Public Sector Account 00119372424
 Cheque #000000012664 \$362.25

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12664
 DATE 20240928
 1193724

PAY Three Hundred Sixty Two AND 25/100 Dollars \$362.25

TO THE ORDER OF ASHMOA
 19318 - 118 ST NW
 Edmonton AB T6G 2X4

012664 007479-219 1193724-24*

Business Public Sector Account 00119372424
 Cheque #000000012671 \$247.38

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12671
 DATE 20241004
 1193724

PAY Two Hundred Forty Seven AND 38/100 Dollars \$247.38

TO THE ORDER OF Kelsen Lab
 268 - 2840 45 Ave SE
 Calgary AB T2D 3M1

012671 007479-219 1193724-24*

Business Public Sector Account 00119372424
 Cheque #000000012666 \$126.00

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12666
 DATE 20241004
 1193724

PAY One Hundred Twenty Six AND 00/100 Dollars \$126.00

TO THE ORDER OF CINDER MSP
 4513 A 51 St
 Stettin AB T0C 2L0

012666 007479-219 1193724-24*

Business Public Sector Account 00119372424
 Cheque #000000012658 \$110.00

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12658
 DATE 20240918
 1193724

PAY One Hundred Ten AND 00/100 Dollars \$110.00

TO THE ORDER OF ALBERTA MUNICIPAL TAXATION PROFESSIONALS ASSOCIATION
 10003 130 Street
 C/O Bala Furlin
 Westlock AB T7P 2K3

012658 007479-219 1193724-24*

Business Public Sector Account 00119372424
 Cheque #000000012672 \$818.99

VILLAGE OF BIG VALLEY
 P.O. BOX 236
 BIG VALLEY, ALBERTA T0J 0G0
 TEL: 403-876-2269

ATB Financial
 P.O. Box 1258 Tel: 403-747-4466
 Sherwood, Alberta T0C 2S3

12672
 DATE 20241004
 1193724

PAY Eight Hundred Eighteen AND 99/100 Dollars \$818.99

TO THE ORDER OF Webstraces Inc
 136 365
 245 McDermott Ave.
 Wainwright AB R3B 0S8

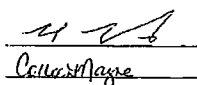
012672 007479-219 1193724-24*

ATB0114001_1722713_001 - 0000511 HRI - 19 - 06 - 02 - 04 - - 003895

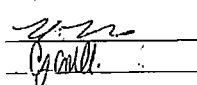
ATB Financial™

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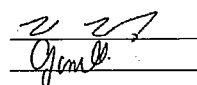
Business Public Sector Account 00119372424
Cheque #00000012675 \$561.89

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12675 DATE 20241009 11778000
PAY Five Hundred Sixty One AND 89/100 Dollars		\$*****561.89	
TO THE ORDER OF OYKOAS LTD Box 271 Sherwood, AB T0C 2L0			
@012675@ #07479#219# 1193724# 24#			

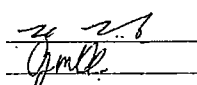
Business Public Sector Account 00119372424
Cheque #00000012670 \$18.05

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12670 DATE 20241004 11778000
PAY Eighteen AND 05/100 Dollars		\$*****18.05	
TO THE ORDER OF John Deere Financial INC P.O. BOX 4305 STRA TORONTO ON M9W 3B1			
@012670@ #07479#219# 1193724# 24# 0000001805#			

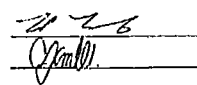
Business Public Sector Account 00119372424
Cheque #00000012667 \$29.25

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12667 DATE 20241004 11778000
PAY Twenty Nine AND 25/100 Dollars		\$*****29.25	
TO THE ORDER OF Future Ag Inc. Box 1510 Sherwood, AB T0C 2L0			
@012667@ #07479#219# 1193724# 24#			

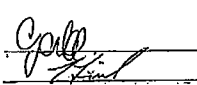
Business Public Sector Account 00119372424
Cheque #00000012665 \$163.34

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12665 DATE 20241004 11778000
PAY One Hundred Sixty Three AND 34/100 Dollars		\$*****163.34	
TO THE ORDER OF Canadian Tire Associate Store 667-50th Ave Sherwood, AB T0C 2L0			
@012665@ #07479#219# 1193724# 24#			


Business Public Sector Account 00119372424
Cheque #00000012673 \$6,289.00

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12673 DATE 20241004 11778000
PAY Six Thousand Two Hundred Eighty Nine AND 00/100 Dollars		\$*****6,289.00	
TO THE ORDER OF Sherwood Waste Management Authority Box 1270 Sherwood, AB T0C 2L0			
@012673@ #07479#219# 1193724# 24#			

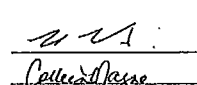
Business Public Sector Account 00119372424
Cheque #00000012676 \$193.60

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12676 DATE 20241017 11778000
PAY One Hundred Ninety Three AND 60/100 Dollars		\$*****193.60	
TO THE ORDER OF MAYNE, COLLEEN 201-57187 45 Ave. Sherwood, AB T0C 0S4			
@012676@ #07479#219# 1193724# 24#			

Business Public Sector Account 00119372424
Cheque #00000012677 \$605.67

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12677 DATE 20241011 11778000
PAY Six Hundred Five AND 67/100 Dollars		\$*****605.67	
TO THE ORDER OF Robvik Yarnway Box 5 Big Valley, AB T0J 0G0			
@012677@ #07479#219# 1193724# 24#			

Business Public Sector Account 00119372424
Cheque #00000012674 \$141.75

VILLAGE OF BIG VALLEY P.O. BOX 236 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial P.O. Box 1328 Tel: (403) 742-4466 Sherwood, Alberta T0C 2L0	12674 DATE 20241009 11778000
PAY One Hundred Forty One AND 75/100 Dollars		\$*****141.75	
TO THE ORDER OF ANMOA 1518-118 ST NW Edmonton, AB T5G 2X4			
@012674@ #07479#219# 1193724# 24#			

ATB0114001_1722713_001 - 00005111 003896

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Consolidated Statement

Statement date October 31, 2024
Transit number 07479-219
Customer number 0000076530
Page number 11 of 11

Business Public Sector Account 00119372424
Cheque #000000012680

\$5,226.41

THIS CHEQUE CONTAINS A MONITORING NUMBER AND SECURITY FEATURES

VILLAGE OF BIG VALLEY
P.O. BOX 258
BIG VALLEY, ALBERTA T0J 0G0
TEL: 403-876-2269

ATB Financial
P.O. Box 1224, 10153 741-448
Stony Plain, AB T0C 2S0

12680
DATE 20241017
11 11 2024

PAY Five Thousand Two Hundred Twenty Six AND 41/100 Dollars \$5,226.41

TO THE ORDER OF CANADA REVENUE AGENCY
Box 3890 STNA
Stouyville ON P9A 0C3

#012680# 007479#219# 1193724# 24#

Business Public Sector Account 00119372424
Cheque #000000012679

\$501.10

THIS CHEQUE CONTAINS A MONITORING NUMBER AND SECURITY FEATURES

VILLAGE OF BIG VALLEY
P.O. BOX 258
BIG VALLEY, ALBERTA T0J 0G0
TEL: 403-876-2269

ATB Financial
P.O. Box 1224, 10153 741-448
Stony Plain, AB T0C 2S0

12679
DATE 20241017
11 11 2024

PAY Five Hundred One AND 10/100 Dollars \$501.10

TO THE ORDER OF Village of Big Valley - Petty Cash

#012679# 007479#219# 1193724# 24#

Business Public Sector Account 00119372424
Cheque #000000012678

\$6,774.74

THIS CHEQUE CONTAINS A MONITORING NUMBER AND SECURITY FEATURES

VILLAGE OF BIG VALLEY
P.O. BOX 258
BIG VALLEY, ALBERTA T0J 0G0
TEL: 403-876-2269

ATB Financial
P.O. Box 1224, 10153 741-448
Stony Plain, AB T0C 2S0

12678
DATE 20241017
11 11 2024

PAY Six Thousand Seven Hundred Seventy Four AND 74/100 Dollars \$6,774.74

TO THE ORDER OF May McCallan Regional Water Commission
Box 1270
Dawson AB T0C 2L0

#012678# 007479#219# 1193724# 24#



ATB0114001_1722713_001 - 0000511 HRI - 19 - 06 - 01 - 03 - 11 - 003897

EXPENSE TRENDS



■ Cubic Meter Purchased
 ■ Residents \$ Billed
 ■ Flat Water Fee \$

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Trend
Utility Bills 90 Days Overdue														
\$ Amount	\$1,871.79	\$3,120.39	\$3,688.90	\$4,686.95	\$1,143.32	\$1,148.18	\$1,484.81	\$1,369.61	\$650.89	\$718.26				
Expenses														
Cubic Meter Purchased	2,166.00	2,121.70	1,964.81	2,110.39	2,119.10	2,407.00	3,267.10	2,530.90	2,393.90	2,320.10			23,101.00	
Cubic Meter Billed	1,671.00	1,398.00	1,572.00	1,847.00	1,867.00	5,318.60	2,627.00	2,156.00	2,205.00	1,942.00				
Shirley \$ Billed	6,129.78	6,004.41	5,560.41	5,972.40	5,997.05	5,962.81	9,245.89	7,162.45	6,774.74	6,565.88			65,375.82	
Residents \$ Billed	4,678.80	3,941.40	4,401.60	5,171.60	5,414.30	5,318.60	7,618.38	6,420.60	5,750.70	5,631.80			54,347.78	
Flat Water Fee \$	5,202.00	5,304.00	5,198.70	5,482.50	5,227.50	5,355.00	5,253.00	5,329.50	5,278.50	5,253.00			52,883.70	
Total	19,847.58	18,769.51	18,697.52	20,583.89	20,624.95	24,062.01	28,011.37	23,599.45	22,402.84	21,712.78	0.00	0.00	#####	



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

MINISTERIAL ORDER NO. MSD:073/24

I, Ric McIver, Minister of Municipal Affairs, pursuant to Sections 147.91, 160.2, and 188 of the *Local Authorities Election Act*, make the Expense Limits Regulation as set out in the attached Appendix.

Dated at Edmonton, Alberta, this 16 day of October, 2024.


Ric McIver
Minister of Municipal Affairs

FILED UNDER
THE REGULATIONS ACT

as ALBERTA REGULATION 171/2024

ON October 18 2024



REGISTRAR OF REGULATIONS

APPENDIX
Local Authorities Election Act
EXPENSE LIMITS REGULATION

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- 4 Expense limits — third parties
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- 6 Transitional
- 7 Expiry
- 8 Coming into force

Expense limits — candidates for councillor

1(1) For the purposes of section 147.34 of the Act, no candidate for election as a councillor and no chief financial officer of a candidate for election as a councillor shall incur campaign expenses that exceed the following limits:

- (a) during the year before the year of a general election, the greater of
 - (i) \$10 000, and
 - (ii) the amount determined under subsection (3) for the year;
- (b) during the year of a general election, the greater of
 - (i) \$20 000, and
 - (ii) the amount determined under subsection (4) for the year;
- (c) during the campaign period in respect of a by-election, the greater of
 - (i) \$20 000, and
 - (ii) the amount determined under subsection (4) for the campaign period.

(2) No candidate for election as a councillor and no chief financial officer of a candidate for election as a councillor shall incur

campaign expenses in the first 2 years of a campaign period in respect of a general election.

(3) For the purposes of subsection (1)(a)(ii), the amount referred to in that subsection is 1/2 of the amount determined in accordance with subsection (4)(a) or (b), as applicable.

(4) For the purposes of subsection (1)(b)(ii) and (c)(ii),

(a) for candidates for councillor other than the chief elected official,

(i) if there are wards in the local jurisdiction in which the individual is a candidate, the amount referred to in subsection (1)(b)(ii) and (c)(ii) is determined by the formula

$$\$1 \times (A/B)$$

where

A is the number of persons residing in the area of the local jurisdiction at the start of the campaign period as determined in accordance with section 5;

B is the number of wards in the local jurisdiction at the start of the campaign period,

and

(ii) in any other case, the amount referred to in subsection (1)(b)(ii) and (c)(ii) is determined by multiplying \$1 by the number of persons residing in the area of the local jurisdiction at the start of the campaign period as determined in accordance with section 5,

and

(b) for candidates for chief elected official, the amount referred to in subsection (1)(b)(ii) and (c)(ii) is determined by multiplying \$1 by the number of persons residing in the area of the local jurisdiction at the start of the campaign period as determined in accordance with section 5.

Expense limits — local political parties

2(1) This section applies where local political parties are authorized by the regulations under section 160.1 of the Act in respect of a local jurisdiction.

(2) For the purposes of section 160.2(1) of the Act, no local political party registered in a local jurisdiction under the regulations referred to in subsection (1) and no person acting on behalf of a local political party shall incur campaign expenses that exceed the following limits:

(a) during the year before the year of a general election,

(i) if there are wards in the local jurisdiction, for each ward in which a candidate's nomination for endorsement has been accepted by the local political party as of November 1 of that year, the amount determined by the formula

$$\$0.50 \times (C/D)$$

where

C is the number of persons residing in the area of the local jurisdiction at the start of the campaign period as determined in accordance with section 5;

D is the number of wards in the local jurisdiction at the start of the campaign period,

and

(ii) in any other case, the amount determined by multiplying \$0.50 by the number of persons residing in the area of the local jurisdiction at the start of the campaign period as determined in accordance with section 5;

(b) during the year of a general election or during a campaign period for a by-election,

(i) if there are wards in the local jurisdiction, for each ward in which the local political party has registered an endorsed candidate as of nomination day, the amount determined by the formula

$\$1 \times (C/D)$

where

C is the number of persons residing in the area of the local jurisdiction at the start of the campaign period as determined in accordance with section 5;

D is the number of wards in the local jurisdiction at the start of the campaign period,

and

(ii) in any other case, the amount determined by multiplying \$1 by the number of persons residing in the area of the local jurisdiction at the start of the campaign period as determined in accordance with section 5.

(3) No local political party and no person acting on behalf of a local political party shall incur campaign expenses in the first 2 years of a campaign period in respect of a general election.

Expenses incurred by slates

(1) Where a slate incurs shared campaign expenses on behalf of its candidates, the total amount of those expenses shall be allocated equally among those candidates and included in the campaign expenses of those candidates for the purposes of section 1.

(2) No slate and no person acting for a slate shall incur shared campaign expenses in the first 2 years of a campaign period in respect of a general election.

Expense limits — third parties

4 For the purposes of section 165(1) of the Act, no registered third party shall incur election advertising expenses that exceed, in an election advertising period in respect of a local jurisdiction, the product obtained by multiplying \$0.50 by the number of persons residing in the area of the local jurisdiction at the start of the election advertising period as determined in accordance with section 5.

Persons residing in an area

5 For the purposes of this Regulation, the number of persons residing in an area at the start of a campaign period or at the start of an election advertising period is determined using the population most recently specified by order of the Minister under section 604.1 of the *Municipal Government Act* prior to the start of the campaign period or prior to the start of an election advertising period.

Transitional

6 If a local political party is registered in a local jurisdiction under the regulations referred to in section 2(1) before January 1, 2025, the reference in section 2(2)(a)(i) to "November 1 of that year" shall be read as a reference to "the day the local political party is entered into the register of local political parties and slates by the Registrar or authorized local jurisdiction".

Expiry

7 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on April 30, 2028.

Coming into force

8 This Regulation comes into force on the coming into force of section 1(75) of the *Municipal Affairs Statutes Amendment Act, 2024*.



Province of Alberta
Order in Council

O.C. 286/2024

OCT 17 2024

ORDER IN COUNCIL

Approved and ordered:

The Lieutenant Governor in Council makes the Local Political Parties and Slates Regulation set out in the attached Appendix.

Lieutenant Governor
or
Administrator

CHAIR

FILED UNDER
THE REGULATIONS ACT
as ALBERTA REGULATION 170/2024
ON October 18 2024

REGISTRAR OF REGULATIONS

For Information only

Recommended by: Minister of Municipal Affairs

Authority: Local Authorities Election Act
(section 160.1)

APPENDIX

Local Authorities Election Act

LOCAL POLITICAL PARTIES AND SLATES REGULATION

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Interpretation

1(1) In this Regulation,

(a) “Act” means the *Local Authorities Election Act*;

- (b) “authorized local jurisdiction” means a local jurisdiction authorized in section 2 to have local political parties or slates involved in its elections;
- (c) “registered local political party” means a local political party registered under this Regulation;
- (d) “registered slate” means a slate registered under this Regulation;
- (e) “Registrar” means the Registrar appointed under section 3;
- (f) “slate” means a group of 2 or more candidates whose fundamental purpose is to support the election of the slate’s candidate members.

(2) The definitions in section 147.1(1) of the Act apply for the purposes of this Regulation.

Authorization

2(1) Pursuant to section 160.1(1)(e) of the Act, local political parties and slates are authorized to be involved in elections for councillors, including chief elected officials, in the following local jurisdictions in accordance with this Regulation:

- (a) the City of Calgary;
- (b) the City of Edmonton.

(2) Local political parties and slates shall not be involved in elections for school board trustees in any local jurisdiction.

Appointment of Registrar

3 The Minister may appoint a Registrar for the purposes of this Regulation.

Qualification for registration of local political parties

4(1) A local political party is qualified for registration in the register of local political parties and slates in an authorized local jurisdiction if the local political party provides the Registrar or returning officer of the authorized local jurisdiction, as applicable, with

(a) the names, addresses and signatures of 1000 individuals, each of whom

(i) is eligible to vote in an election in the local jurisdiction, and

(ii) is a member of the local political party and requests the registration of the local political party,

and

(b) a list of the candidates

(i) who have given notice under section 147.22 of the Act,

(ii) whose nomination for endorsement has been accepted by the local political party, and

(iii) who, if elected, would make up more than 1/3 of the council, including the chief elected official, of the local jurisdiction.

(2) For the purposes of section 158.3(2)(e) of the Act, a local political party shall not be

(a) an individual,

(b) a corporation,

(c) a prohibited organization, or

(d) a registered third party.

Application for registration of local political parties

5(1) No local political party and no person acting on behalf of the local political party shall accept a contribution or incur a campaign expense unless the local political party is registered in accordance with this Regulation.

(2) A local political party may submit an application for registration to

(a) the Registrar, or

(b) if no Registrar is appointed by the Minister, the returning officer of the authorized local jurisdiction.

(3) An application for registration of a local political party must include

- (a) the full name of the local political party,
- (b) any abbreviation of the name of the local political party to be shown in election documents,
- (c) the local jurisdiction in which the local political party is registering,
- (d) the name of the leader of the local political party, or if there is no leader, the names of the principal officers of the local political party,
- (e) the name of the chief financial officer of the local political party,
- (f) the address of the place or places where records of the local political party are maintained and of the place to which communications may be addressed,
- (g) the name and address of the financial institution to be used by the local political party as the account into which contributions made to the local political party are deposited,
- (h) the names of the signing authorities for the account referred to in clause (g),
- (i) a statement of the assets and liabilities of the local political party, as of a date not earlier than 90 days before the date of its application for registration, attested to by its chief financial officer,
- (j) a copy of the list of individuals referred to in section 4(1)(a),
- (k) a copy of the list of the candidates referred to in section 4(1)(b), and
- (l) a statement by the leader or a principal officer of the local political party that one of the local political party's purposes is to participate in public affairs by endorsing one or more of its members as candidates and supporting their election.

Qualification for registration of slates

6 A slate is qualified for registration in the register of local political parties and slates in an authorized local jurisdiction if the slate provides the Registrar or returning officer of the authorized local jurisdiction, as applicable, with the names, addresses and signatures of the candidate members of the slate, each of whom

- (a) has given notice under section 147.22 of the Act in the local jurisdiction, and
- (b) declares support for the slate and requests the registration of the slate.

Application for registration of slates

7(1) No slate and no person acting on behalf of a slate shall incur a shared campaign expense unless the slate is registered in accordance with this Regulation.

(2) A slate in an authorized local jurisdiction may submit an application for registration to

- (a) the Registrar, or
- (b) if no Registrar is appointed by the Minister, the returning officer of the authorized local jurisdiction.

(3) An application for registration of a slate must include

- (a) the full name of the slate,
- (b) any abbreviation of the name of the slate to be shown in election documents,
- (c) the local jurisdiction in which the slate is registering,
- (d) a copy of the list of candidate members referred to in section 6,
- (e) the address of the place or places where records of the slate are maintained and of the place to which communications may be addressed, and
- (f) a statement by the candidate members of the slate that the slate's purpose is to support the election of the slate's candidates.

**Evaluation of application and registration of
local political parties and slates**

8(1) The Registrar or a returning officer that receives an application for registration under section 5 or 7 must evaluate the application and determine if the local political party or slate is qualified to be registered and,

- (a) if the local political party or slate is qualified to be registered, enter it into the register of local political parties and slates and so inform the local political party or slate, or
- (b) if the local political party or slate is not qualified to be registered, so inform the local political party or slate with written reasons for the determination.

(2) The Registrar or returning officer shall not register a local political party or slate if the application for registration is submitted to the Registrar or returning officer fewer than 60 days before nomination day.

(3) The Registrar or returning officer shall not register a local political party or slate if, in the Registrar's or returning officer's opinion, as applicable,

- (a) the proposed name or the abbreviation of the name of the applying local political party or slate so nearly resembles the name or abbreviation of the name of, or suggests affiliation with,
 - (i) another local political party or slate registered under this Regulation,
 - (ii) a registered party as defined in the *Election Finances and Contributions Disclosure Act*, or
 - (iii) a registered party as defined in the *Canada Elections Act* (Canada)

so as to likely be confused with the name or abbreviation of that other local political party, slate or registered party,

- (b) the proposed name of the applying local political party or slate includes a candidate's personal information, including a candidate's occupation, title, honour, degrees

or any indication that a candidate has previously held elected office, or

- (c) the proposed name or abbreviation is unacceptable to the Registrar or returning officer for any other reason.

(4) If a registered local political party or slate changes its name, the Registrar or returning officer shall not vary the register if, in the Registrar's or returning officer's opinion, as applicable,

- (a) the proposed name or the abbreviation of the name so nearly resembles the name or abbreviation of the name of another registered local political party or slate so as to likely be confused with that registered local political party or slate,
- (b) the proposed name or the abbreviation of the name so nearly resembles the name or abbreviation of the name of, or suggests affiliation with, a registered party described in subsection (3)(a)(ii) or (iii) so as to likely be confused with the name or abbreviation of that registered party, or
- (c) the proposed name or abbreviation is unacceptable to the Registrar or returning officer for any other reason.

Further information required

9(1) If there are wards in the authorized local jurisdiction, a registered local political party must provide to the Registrar or returning officer of the authorized local jurisdiction, as applicable,

- (a) by November 1 of the year before the year of a general election, a list of the candidates for which a nomination for endorsement for the general election has been accepted by the registered local political party, if any, and
- (b) by no later than nomination day, a list of the candidates selected for endorsement by the registered local political party as of nomination day.

(2) When there is any change in the information required under section 5(3) or 7(3), the registered local political party or registered slate must notify the Registrar or returning officer of the authorized local jurisdiction, as applicable, in writing within 30 days after the alteration, and the Registrar or returning officer must vary the register of local political parties and slates accordingly.

(3) Notice under this section may be sent by email or other electronic means approved by the Registrar or authorized local jurisdiction.

Register of local political parties and slates

10(1) The Registrar or, if applicable, an authorized local jurisdiction, must

- (a) maintain a register of local political parties and slates that have been registered under this Regulation in the local jurisdiction,
- (b) include in the register the names of any candidates endorsed by the registered local political party or candidate members of the registered slate, and
- (c) make the register of local political parties and slates publicly available on the Registrar's or local jurisdiction's website.

(2) The Registrar or authorized local jurisdiction shall revise the register if a registered local political party, registered slate or candidate advises the Registrar or authorized local jurisdiction that

- (a) a candidate's endorsement by the local political party or slate has been withdrawn or cancelled, or
- (b) a candidate member of a slate is no longer a member of the slate.

Cancellation of registration

11 The Registrar or the returning officer of an authorized local jurisdiction, as applicable, may cancel the registration of

- (a) a registered local political party on application by the registered local political party, and
- (b) a registered slate on application by the registered slate.

Ballots

12(1) Each ballot must set out, in addition to the requirements under section 43 of the Act,

- (a) the name of the registered local political party for which the candidate is the endorsed candidate,

- (b) the name of the registered slate of which the candidate is a member, or
- (c) a blank space if the candidate is not an endorsed candidate of a registered local political party or a member of a registered slate.

(2) Notwithstanding subsection (1)(a) and (b), where a local political party or slate requests in its application for registration that an abbreviated form of the name of the local political party or slate be used, the returning officer may use that abbreviated form of the name on a ballot.

(3) Notwithstanding subsection (1), where the name of a registered local political party or registered slate does not fit on the ballot, the returning officer may vary the prescribed ballot form to enable the names to fit, in a manner that ensures all the names of local political parties or slates are of the same size.

Limitations on contributions

13(1) No prohibited organization, individual ordinarily resident outside Alberta or trade union or employee organization other than an Alberta trade union or an Alberta employee organization shall make a contribution to a registered local political party.

(2) No contribution shall be made to a registered slate.

(3) Contributions by an individual ordinarily resident in Alberta, by a corporation other than a prohibited organization, by an Alberta trade union or by an Alberta employee organization shall not exceed,

- (a) in the case of a general election, during the campaign period, \$5000 per year in the aggregate to all registered local political parties in an authorized local jurisdiction, and
- (b) in the case of a by-election, during the campaign period, \$5000 in the aggregate to all registered local political parties in an authorized local jurisdiction.

(4) Contributions to a local political party registered in an authorized local jurisdiction may only be made during a campaign period for an election in the local jurisdiction.

(5) No registered local political party and no person acting on its behalf shall, directly or indirectly, solicit or accept a contribution if the registered local political party or person knows or ought to know that the prospective contributor is a prohibited organization, an individual ordinarily resident outside Alberta or a trade union or an employee organization that is not an Alberta trade union or an Alberta employee organization.

(6) No registered local political party and no person acting on its behalf shall solicit or accept a contribution if the registered local political party or person knows or ought to know that the amount of the contribution will exceed the amount referred to in subsection (3).

Responsibility of contributors

14(1) A prospective contributor is responsible for ensuring, before making a contribution under this Regulation, that the contributor is not prohibited from making a contribution and is not making a contribution that is in excess of the limit prescribed by section 13(3).

(2) Every registered local political party and every person acting on its behalf must make every reasonable effort to advise prospective contributors of the provisions of this Regulation relating to contributions.

Anonymous and unauthorized contributions

15 Any anonymous contributions and any contribution or portion of a contribution made in contravention of this Regulation accepted by a registered local political party or a person acting on its behalf must not be used or expended, and the registered local political party or the person acting on its behalf must

- (a) return the contribution to the contributor if the contributor's identity can be established, or
- (b) if the contributor's identity cannot be established, pay an amount equivalent to the contribution to a registered charity or to the local jurisdiction in which the local political party is registered.

Contributions not belonging to contributor

16(1) No individual, corporation, trade union or employee organization shall contribute to a registered local political party

- (a) funds not belonging to that individual, corporation, trade union or employee organization, or
 - (b) funds given or furnished to the individual, corporation, trade union or employee organization by another individual, corporation, trade union or employee organization or a prohibited organization for the purpose of making a contribution of those funds to a registered local political party.
- (2) No individual, corporation, trade union, employee organization or prohibited organization shall give or furnish funds to another individual, corporation, trade union or employee organization for the purpose of having that other individual, corporation, trade union or employee organization make a contribution of those funds to a registered local political party.
- (3) No registered local political party and no person acting on its behalf shall solicit or accept a contribution if the registered local political party or person knows or ought to know that the contribution is contrary to subsection (1).

Duties of registered local political parties

17(1) A registered local political party must

- (a) collect contributions separately from its endorsed candidates,
 - (b) incur campaign expenses separately from its endorsed candidates, and
 - (c) maintain separate organization financing.
- (2) A registered local political party must ensure that
- (a) a campaign account in the name of the registered local political party is opened at a financial institution for the purposes of an election in an authorized local jurisdiction as soon as possible after the total amount of contributions received by the registered local political party first exceeds \$1000 in the aggregate in respect of an election in the local jurisdiction,

- (b) if an account has been opened in accordance with clause (a), all contributions of money are deposited into the account,
- (c) money in the account is only used for the payment of campaign expenses,
- (d) contributions of real property, personal property and services are valued,
- (e) receipts are issued for every contribution and obtained for every expense,
- (f) records are kept of contributions and campaign expenses and are retained for a period of 3 years following the day of the election to which they relate, and
- (g) proper direction is given to the registered local political party's chief financial officer and any other person who is authorized to incur campaign expenses and accept or solicit contributions on its behalf.

(3) A registered local political party shall not knowingly make a false or misleading statement in any disclosure statement or financial statement or other information required to be filed under this Regulation.

Duties of registered slates

18(1) A registered slate must ensure that

- (a) records of shared campaign expenses that are incurred and allocated to candidate members are kept and retained for a period of 3 years following the day of the election to which they relate,
- (b) no contributions are accepted by the registered slate, and
- (c) no account is maintained at a financial institution by a slate.

(2) The candidate members of a registered slate must ensure that the registered slate complies with its obligations under this Regulation.

Fund-raising functions

19(1) In this section, “fund-raising function” includes any social function held for the purpose of raising funds for a registered local political party in respect of an election.

(2) The gross income from any fund-raising function must be recorded by the registered local political party on whose behalf the function was held.

(3) If a fund-raising function is held by the sale of tickets by or on behalf of a registered local political party, the amount of the contribution is to be determined under the following clause (a) or (b), at the option of the registered local political party:

(a) if the individual charge

(i) is \$50 or less, it is not considered to be a contribution unless the individual who pays the charge specifically requests that it be so considered, in which case 1/2 of the amount is allowed for expenses and 1/2 is considered to be a contribution,

(ii) is more than \$50 but not more than \$100, \$25 is allowed for expenses and the balance is considered to be a contribution, and

(iii) is more than \$100, 25% of the amount is allowed for expenses and the balance is considered to be a contribution;

(b) the amount of the contribution is the difference between the price of the ticket and the fair market value of what the ticket entitles the bearer to obtain.

(4) The price paid at a fund-raising function in excess of the fair market value at that time for goods or services received is considered to be a contribution to the registered local political party.

Receipts

20 Every registered local political party must issue a receipt for every contribution accepted in a form acceptable to the authorized local jurisdiction.

Collusion

21 A registered local political party shall not circumvent, or attempt to circumvent, a contribution limit under this Regulation or under Part 5.1 or Part 8 of the Act or an expense limit set out in a regulation made under section 147.91, 160.1, 160.2 or 188 of the Act by colluding with another local political party or a registered party referred to in section 8(3)(a)(ii) or (iii) or a third party.

Disclosure statements

22(1) On or before March 1 of each year, a registered local political party that received contributions or incurred expenses in the previous year must file with the secretary of the authorized local jurisdiction in which the local political party is registered a disclosure statement in the form established by the authorized local jurisdiction, which must include, in respect of the previous year,

- (a) the total amount of all contributions received during the year that did not exceed \$50 in the aggregate from any single contributor,
- (b) the total amount contributed, together with the contributor's name and address, for each contributor whose contributions during the year exceeded \$50 in the aggregate,
- (c) the total amount from fund-raising functions received in the year,
- (d) the total amount of other revenue received in the year,
- (e) the total amount of campaign expenses incurred in the year,
- (f) an itemized campaign expense report setting out the campaign expenses incurred by the registered local political party in the year,
- (g) an itemized list of the contributions received or expenses incurred in the year that relate to a by-election, if any, held in the year,
- (h) where the previous year is the year in which the election was held, the total amount of any campaign surplus for the campaign period, including any surplus from previous campaigns, and

- (i) where the previous year is the year in which the election was held, the amount of any deficit for the campaign period.
- (2) On or before March 1 of each year, a registered slate that incurred shared campaign expenses on behalf of its candidate members in the previous year must file a disclosure statement in the form established by the authorized local jurisdiction, which must include, in respect of the previous year,
- (a) the total amount of shared campaign expenses incurred in the year,
 - (b) an itemized campaign expense report setting out the shared campaign expenses incurred by the registered slate,
 - (c) the amount of shared campaign expenses allocated to each of the candidate members, and
 - (d) an itemized list of the shared campaign expenses incurred in the year that relate to a by-election, if any, held in the year, and the amount of those expenses allocated to each of the candidate members.
- (3) A registered local political party that has incurred campaign expenses or received contributions of \$50 000 or more, or a registered slate that has incurred shared campaign expenses of \$50 000 or more, must file a review engagement with the disclosure statement referred to in subsection (1) or (2).
- (4) If a registered local political party becomes aware that any of the information reported in the disclosure statement required under subsection (1) or the review engagement required under subsection (3) has changed or has not been completely or accurately disclosed, the registered local political party must, within 30 days, submit a supplementary statement to the authorized local jurisdiction.
- (5) If a registered slate becomes aware that any of the information reported in the disclosure statement required under subsection (2) or the review engagement required under subsection (3) has changed or has not been completely or accurately disclosed, the registered slate must, within 30 days, submit a supplementary statement to the authorized local jurisdiction.

(6) The authorized local jurisdiction must ensure that all documents filed under this section are publicly available on the local jurisdiction's website.

(7) A document made available to the public under subsection (6) must be made available in a partial or redacted form as necessary to ensure that the following are not disclosed:

- (a) the mailing address of
 - (i) a candidate endorsed by a registered local political party,
 - (ii) a candidate member of a registered slate, or
 - (iii) the chief financial officer of a registered local political party;
- (b) any address provided for a contributor, except any portion of an address that names a local jurisdiction or a province.

Campaign deficit

23(1) If a registered local political party's disclosure statement in respect of the year in which a general election was held shows a deficit, the registered local political party must eliminate the deficit within 60 days after filing the disclosure statement with the authorized local jurisdiction.

(2) For the purpose of eliminating a deficit referred to in subsection (1), a registered local political party may accept contributions in accordance with this Regulation during the period referred to in subsection (1).

(3) A registered local political party referred to in subsection (1) must, within 30 days after the expiration of the 60-day period referred to in subsection (1), file an amended disclosure statement showing that the deficit has been eliminated.

Sections 22 and 23 continue to apply

24(1) Sections 22 and 23 continue to apply to a local political party whose registration is cancelled.

(2) Section 22 continues to apply to a slate whose registration is cancelled.

(3) If a local political party referred to in subsection (1) did not receive contributions in the year of a general election, but received contributions in any previous year during the campaign period for the general election, a reference in section 22(1)(h) and (i) to the year in which an election was held shall be read as the year in which the local political party last received contributions.

Late filing

25(1) In this section, “filing deadline” means the day by which a disclosure statement referred to in section 22 is required to be filed with an authorized local jurisdiction.

(2) A registered local political party that is required to file a disclosure statement under section 22 and fails to file that document by the filing deadline must pay a late filing fee of \$500 to the relevant authorized local jurisdiction.

(3) The candidate members of a registered slate that fails to file a disclosure statement under section 22 by the filing deadline must each pay an equal portion of the late filing fee of \$500 to the relevant authorized local jurisdiction.

(4) An authorized local jurisdiction shall not transmit a report in relation to a registered local political party or registered slate under section 26 if the disclosure statement is filed no later than 10 days after the filing deadline.

(5) If the late filing fee is not paid within 30 days after the date the fee was payable, the authorized local jurisdiction must send a notice to the registered local political party or the relevant candidate members of a registered slate indicating the amount of the late filing fee that is required to be paid.

(6) If a registered local political party or candidate member that is sent a notice by the authorized local jurisdiction under subsection (5) fails to pay the late filing fee set out in the notice, the authorized local jurisdiction may file a copy of the notice with the clerk of the Court, and, on being filed, the notice has the same force and effect and may be enforced as if it were a judgment of the Court.

Effect of non-compliance in relation to disclosure statements

26(1) Subject to section 25, if a registered local political party or registered slate fails to file a disclosure statement as required by section 22, the secretary of the authorized local jurisdiction must transmit a report to that effect to council, which must on its receipt make the report public.

(2) A registered local political party under subsection (1) may apply to the Court for relief within the 60-day period following the date on which the report under subsection (1) is made public.

(3) Where subsection (1) applies to a registered slate, any of the candidate members of the slate may apply to the Court for relief within the 60-day period following the date on which the report under subsection (1) is made public.

(4) On hearing the application, the Court may

- (a)** dispense with compliance with section 22, or any provision of it, if it considers that the non-compliance is due to circumstances beyond the control of the applicant and that compliance with that section is not reasonably possible,
- (b)** extend the time for compliance with section 22, or any provision of it, if it finds mitigating reasons for non-compliance with the section,
- (c)** make any order that it considers appropriate to secure compliance with as much of section 22 as it considers reasonable in the circumstances, or
- (d)** refuse the application.

(5) An application under this section must name the authorized local jurisdiction as the respondent.

(6) The decision of the Court is final and not subject to appeal.

Offences relating to contributions

27(1) The offences and penalties set out in section 147.82 of the Act apply as modified by this section.

(2) A corporation, trade union, employee organization or prohibited organization or a person acting on its behalf that

contravenes section 13 is guilty of an offence and liable to a fine of not more than \$10 000.

(3) An individual who contravenes section 13 or 16 is guilty of an offence and liable to a fine of not more than \$5000.

(4) A local political party that contravenes section 5(1) is guilty of an offence and liable to a fine of not more than \$1000.

(5) A registered local political party or a person acting on its behalf that fails to return or pay an amount referred to in section 15 is guilty of an offence and liable to a fine of not more than \$5000.

(6) A corporation, trade union, employee organization or prohibited organization or a person acting on its behalf that contravenes section 16 is guilty of an offence and liable to a fine of not more than \$10 000.

Offences relating to failure to file and campaign surplus and deficit

28(1) The offences and penalties set out in section 147.84 of the Act apply as modified by this section.

(2) A registered local political party that fails to comply with section 22(1) or (3) by April 1 of a year in which a disclosure statement is required to be filed is guilty of an offence and liable to a fine of not more than \$5000.

(3) A registered local political party that fails to comply with section 22(4) or 23(1) or (3) within 30 days after the expiration of the period referred to in the section is guilty of an offence and liable to a fine of not more than \$5000.

(4) The candidate members of a registered slate that fails to comply with section 22(2) or (3) by April 1 of a year in which a disclosure statement is required to be filed are each guilty of an offence and liable to a fine of not more than \$1250.

(5) The candidate members of a registered slate that fails to comply with section 22(5) within 30 days after the expiration of the period referred to in that section are each guilty of an offence and liable to a fine of not more than \$1250.

Transitional

29(1) If a local political party or a slate is registered under this Regulation before January 1, 2025,

- (a) in respect of a registered local political party, a disclosure statement required to be filed under section 22(1) in respect of contributions received and expenses incurred in 2024 are to be reported in the disclosure statement referred to in section 22(1) that is required to be filed on or before March 1, 2026, or
- (b) in respect of a registered slate, a disclosure statement required to be filed under section 22(2) in respect of any shared expenses incurred in 2024 are to be reported in the disclosure statement referred to in section 22(2) that is required to be filed on or before March 1, 2026.

(2) If a local political party submits an application for registration under section 5(2) on or before the day that is 60 days before nomination day in respect of a general election to be held in 2025,

- (a) contributions received and campaign expenses incurred by the local political party before the coming into force of this Regulation are deemed to be received or incurred on the day the Registrar or returning officer of the authorized local jurisdiction, as applicable, enters the local political party into the register of local political parties and slates, and this Regulation applies to those contributions and campaign expenses,
- (b) the list of candidates referred to in section 4(1)(b) that is included with the local political party's application for registration satisfies the requirement in section 9(1)(a), and
- (c) section 27(4) does not apply to the local political party in respect of a contribution accepted or a campaign expense incurred before the coming into force of this Regulation.

Expiry

30 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on April 30, 2028.

Coming into force

31 This Regulation comes into force on the coming into force of section 1(75) of the *Municipal Affairs Statutes Amendment Act, 2024*.

Colleen Mayne

From: MA.lgffcapital@gov.ab.ca
Sent: October 25, 2024 3:09 PM
To: Colleen Mayne
Subject: 2026 Local Government Fiscal Framework Capital Allocations

Dear Chief Elected Officials:

The Local Government Fiscal Framework (LGFF) is our government's commitment to assist local governments with infrastructure funding, and I am pleased to announce the release of information on LGFF Capital allocations for the 2026 program year. I expect this information will facilitate your capital planning, and allow you to more effectively budget for, and manage, your projects.

The 2026 LGFF Capital allocations for all local governments are available on the [program website](#).

The allocations are based on total program funding of \$800 million, with \$423 million allocated to the cities of Calgary and Edmonton, and \$377 million allocated to the remaining local governments.

Compared to 2025, this is a decrease of 2.5 per cent, which is the same as the decrease in provincial revenues between 2022/23 and 2023/24, as is prescribed by the Revenue Index Factor in the *Local Government Fiscal Framework Act*. Please note that while total funding will decrease by 2.5 per cent, funding impacts on individual municipalities and Metis Settlements will vary depending on changes in their formula factors relative to other local governments.

I look forward to continuing to work with you to build stronger communities in a sustainable way that continues to be reflective of Alberta's finances.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers

Local Government Fiscal Framework – Capital Funding

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
Charter Cities³			
CALGARY	\$223,865,417	\$254,980,948	\$249,394,219
EDMONTON	\$158,134,583	\$179,067,590	\$173,721,890
Charter Cities Sub-total	\$382,000,000	\$434,048,538	\$423,116,109
Other Cities⁴			
AIRDRIE	\$8,022,724	\$9,323,778	\$9,423,380
BEAUMONT	\$2,377,384	\$2,743,339	\$2,830,373
BROOKS	\$1,832,503	\$2,100,833	\$2,085,971
CAMROSE	\$2,432,254	\$2,815,477	\$2,746,762
CHESTERMERE	\$2,322,425	\$2,661,954	\$2,754,423
COLD LAKE	\$2,092,889	\$2,411,348	\$2,426,514
FORT SASKATCHEWAN	\$3,377,559	\$3,905,018	\$3,958,594
GRANDE PRAIRIE	\$7,878,359	\$9,140,129	\$8,317,332
LACOMBE	\$1,789,732	\$2,054,696	\$2,024,408
LEDUC	\$4,629,986	\$5,350,363	\$5,537,435
LETHBRIDGE	\$12,323,689	\$14,272,235	\$14,337,752
LLOYDMINSTER	\$2,610,197	\$3,025,206	\$2,951,126
MEDICINE HAT	\$8,196,006	\$9,461,402	\$9,217,417
RED DEER	\$13,207,703	\$15,330,053	\$14,806,087
SPRUCE GROVE	\$4,257,264	\$4,929,748	\$5,145,270
ST. ALBERT	\$7,969,935	\$9,257,152	\$9,222,073
WETASKIWIN	\$1,645,709	\$1,873,886	\$1,810,879
Towns⁴			
ATHABASCA	\$518,404	\$575,400	\$538,366
BANFF ⁵	\$1,402,845	\$1,486,202	\$1,373,563
BARRHEAD	\$744,316	\$853,040	\$782,052
BASHAW	\$287,914	\$300,508	\$317,976
BASSANO	\$338,248	\$385,143	\$384,842
BEAVERLODGE	\$442,929	\$493,622	\$463,394
BENTLEY	\$325,579	\$345,214	\$344,190
BLACKFALDS	\$1,379,424	\$1,579,440	\$1,562,613
BON ACCORD	\$380,306	\$422,612	\$393,889
BONNYVILLE	\$1,034,025	\$1,178,996	\$1,141,923
BOW ISLAND	\$511,199	\$561,243	\$567,132
BOWDEN	\$362,245	\$388,583	\$400,010
BRUDERHEIM	\$331,548	\$369,868	\$327,311
CALMAR	\$415,248	\$457,052	\$441,445

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
CANMORE ⁵	\$2,622,876	\$2,277,648	\$2,440,166
CARDSTON	\$877,872	\$972,817	\$877,050
CARSTAIRS	\$633,155	\$711,202	\$779,618
CASTOR	\$333,078	\$355,972	\$313,515
CLARESHOLM	\$672,909	\$752,075	\$730,976
COALDALE	\$1,170,692	\$1,343,087	\$1,322,754
COALHURST	\$550,104	\$580,688	\$624,116
COCHRANE	\$3,523,342	\$4,104,262	\$4,286,277
CORONATION	\$346,676	\$370,489	\$345,849
CROSSFIELD	\$554,618	\$618,196	\$626,066
CROWSNEST PASS, MUNICIPALITY OF	\$1,069,295	\$1,217,178	\$1,203,472
DAYSLAND	\$309,652	\$327,436	\$308,813
DEVON	\$929,909	\$1,050,712	\$1,023,444
DIAMOND VALLEY	\$939,383	\$1,044,329	\$1,023,238
DIDSBURY	\$813,055	\$950,876	\$831,039
DRAYTON VALLEY	\$1,131,264	\$1,294,498	\$1,267,714
DRUMHELLER	\$1,223,169	\$1,406,247	\$1,396,360
ECKVILLE	\$328,594	\$352,468	\$300,802
EDSON	\$1,180,399	\$1,345,541	\$1,312,711
ELK POINT	\$337,366	\$414,447	\$396,615
FAIRVIEW	\$620,108	\$702,435	\$656,394
FALHER	\$356,302	\$383,612	\$377,965
FORT MACLEOD	\$531,740	\$592,126	\$612,984
FOX CREEK	\$500,370	\$552,932	\$501,968
GIBBONS	\$518,824	\$577,484	\$566,155
GRIMSHAW	\$665,981	\$731,690	\$694,024
HANNA	\$579,831	\$651,747	\$597,309
HARDISTY	\$222,591	\$233,532	\$230,379
HIGH LEVEL	\$810,115	\$904,792	\$870,455
HIGH PRAIRIE	\$524,344	\$582,048	\$542,648
HIGH RIVER	\$1,857,393	\$2,132,494	\$2,096,582
HINTON	\$1,390,171	\$1,586,265	\$1,528,505
INNISFAIL	\$1,109,729	\$1,265,548	\$1,239,232
IRRICANA	\$312,140	\$331,307	\$312,565
JASPER, MUNICIPALITY OF ⁵	\$728,701	\$805,225	\$805,543
KILLAM	\$326,039	\$358,924	\$333,096
LAMONT	\$444,866	\$505,749	\$506,242
LEGAL	\$352,514	\$380,028	\$347,181
MAGRATH	\$550,368	\$595,425	\$611,435
MANNING	\$367,912	\$407,724	\$386,985
MAYERTHORPE	\$439,173	\$504,037	\$511,635
MCLENNAN	\$359,358	\$386,546	\$355,993
MILK RIVER	\$328,712	\$348,395	\$347,529

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
MILLET	\$379,834	\$435,956	\$424,622
MORINVILLE	\$1,407,230	\$1,606,276	\$1,605,033
MUNDARE	\$257,424	\$274,517	\$264,198
NANTON	\$428,480	\$472,619	\$459,917
NOBLEFORD	\$302,866	\$327,245	\$341,226
OKOTOKS	\$3,437,881	\$3,968,225	\$3,984,676
OLDS	\$1,242,219	\$1,416,499	\$1,371,335
ONOWAY	\$279,411	\$312,815	\$287,090
OYEN	\$375,332	\$369,836	\$355,992
PEACE RIVER	\$1,081,131	\$1,232,910	\$1,170,517
PENHOLD	\$559,968	\$627,044	\$602,887
PICTURE BUTTE	\$407,719	\$440,190	\$479,425
PINCHER CREEK	\$605,993	\$677,939	\$666,421
PONOKA	\$988,558	\$1,121,543	\$1,126,557
PROVOST	\$416,966	\$482,907	\$461,037
RAINBOW LAKE	\$381,439	\$462,904	\$347,469
RAYMOND	\$924,552	\$1,024,899	\$971,976
REDCLIFF	\$860,718	\$972,599	\$943,455
REDWATER	\$417,202	\$459,516	\$455,503
REDWOOD MEADOWS, TOWNSITE OF	\$269,361	\$288,614	\$283,764
RIMBEY	\$465,628	\$517,248	\$494,316
ROCKY MOUNTAIN HOUSE	\$971,354	\$1,104,105	\$1,089,075
SEDEGWICK	\$249,216	\$278,078	\$258,431
SEXSMITH	\$475,391	\$530,652	\$498,335
SLAVE LAKE	\$1,072,891	\$1,235,689	\$1,217,924
SMOKY LAKE	\$317,033	\$339,231	\$359,733
SPIRIT RIVER	\$347,191	\$372,305	\$379,994
ST. PAUL	\$914,254	\$1,034,152	\$1,065,921
STAVELY	\$225,369	\$237,147	\$234,244
STETTLER	\$981,743	\$1,111,391	\$1,047,239
STONY PLAIN	\$2,190,817	\$2,520,784	\$2,464,500
STRATHMORE	\$1,737,417	\$1,992,413	\$2,011,318
SUNDRE	\$479,988	\$532,624	\$518,674
SWAN HILLS	\$468,214	\$544,800	\$505,014
SYLVAN LAKE	\$1,915,180	\$2,197,541	\$2,258,672
TABER	\$1,233,406	\$1,408,866	\$1,417,235
THORSBY	\$325,786	\$350,504	\$341,438
THREE HILLS	\$656,823	\$722,761	\$697,569
TOFIELD	\$392,160	\$431,082	\$417,679
TROCHU	\$359,309	\$379,388	\$363,472
TWO HILLS	\$533,799	\$594,293	\$596,736
VALLEYVIEW	\$420,132	\$463,342	\$429,331
VAUXHALL	\$423,893	\$450,872	\$486,097

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
VEGREVILLE	\$944,849	\$1,070,954	\$1,033,407
VERMILION	\$698,124	\$783,172	\$737,605
VIKING	\$366,232	\$407,714	\$372,278
VULCAN	\$470,147	\$517,684	\$484,152
WAINWRIGHT	\$897,305	\$1,009,633	\$1,016,375
WEMBLEY	\$331,414	\$359,503	\$342,716
WESTLOCK	\$772,054	\$867,568	\$825,220
WHITECOURT	\$1,471,045	\$1,679,098	\$1,594,667
Villages⁴			
ACME	\$263,192	\$279,114	\$266,890
ALBERTA BEACH	\$269,636	\$288,797	\$267,727
ALIX	\$242,582	\$257,253	\$260,056
ALLIANCE	\$197,110	\$203,690	\$210,818
AMISK	\$200,464	\$207,192	\$216,093
ANDREW	\$236,523	\$248,281	\$226,208
ARROWWOOD	\$195,674	\$203,163	\$193,249
BARNWELL	\$288,957	\$296,813	\$311,187
BARONS	\$236,541	\$249,954	\$236,782
BAWLF	\$236,381	\$251,830	\$241,354
BEISEKER	\$257,413	\$274,482	\$261,771
BERWYN	\$276,167	\$294,916	\$314,532
BIG VALLEY	\$223,296	\$230,335	\$226,362
BITTERN LAKE	\$190,853	\$195,893	\$196,132
BOYLE	\$330,844	\$356,829	\$321,853
BRETON	\$242,862	\$257,467	\$262,893
CARBON	\$253,139	\$266,160	\$264,253
CARMANGAY	\$203,529	\$212,512	\$224,073
CAROLINE	\$278,772	\$293,726	\$275,809
CHAMPION	\$225,813	\$238,874	\$252,164
CHAUVIN	\$236,172	\$249,703	\$234,730
CHIPMAN	\$205,011	\$210,561	\$207,270
CLIVE	\$244,354	\$248,728	\$285,424
CLYDE	\$237,846	\$259,145	\$248,950
CONSORT	\$311,936	\$340,519	\$306,513
COUTTS	\$202,908	\$212,428	\$200,207
COWLEY	\$189,596	\$194,684	\$199,137
CREMONA	\$213,904	\$219,357	\$215,457
CZAR	\$201,355	\$209,406	\$232,191
DELBURNE	\$289,057	\$303,927	\$329,898
DELIA	\$195,121	\$201,056	\$175,737
DONALDA	\$204,626	\$211,562	\$217,392
DONNELLY	\$236,407	\$249,149	\$250,418
DUCHESS	\$335,900	\$374,440	\$356,848

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
EDBERG	\$194,102	\$199,422	\$190,675
EDGERTON	\$249,518	\$264,188	\$250,528
ELNORA	\$215,854	\$224,166	\$222,100
EMPRESS	\$200,642	\$206,977	\$204,577
FOREMOST	\$259,512	\$270,246	\$250,117
FORESTBURG	\$343,366	\$377,831	\$353,800
GIROUXVILLE	\$231,406	\$241,327	\$239,958
GLENDON	\$242,867	\$269,451	\$285,967
GLENWOOD	\$212,459	\$217,129	\$201,954
HALKIRK	\$181,533	\$185,785	\$178,352
HAY LAKES	\$231,656	\$247,641	\$220,970
HEISLER	\$195,030	\$200,578	\$192,374
HILL SPRING	\$179,710	\$183,896	\$185,532
HINES CREEK	\$252,209	\$268,588	\$264,921
HOLDEN	\$229,107	\$240,867	\$238,613
HUGHENDEN	\$218,365	\$228,811	\$219,109
HUSSAR	\$190,903	\$198,147	\$189,044
INNISFREE	\$210,978	\$219,948	\$206,327
IRMA	\$244,886	\$260,260	\$246,298
KITSCOTY	\$314,254	\$348,641	\$289,067
LINDEN	\$259,039	\$276,889	\$246,432
LOMOND	\$189,270	\$193,019	\$201,292
LONGVIEW	\$197,056	\$204,415	\$201,209
LOUGHEED	\$209,356	\$219,113	\$208,083
MANNVILLE	\$358,484	\$393,297	\$373,966
MARWAYNE	\$296,086	\$318,822	\$299,257
MILO	\$165,296	\$167,823	\$171,100
MORRIN	\$211,512	\$221,471	\$208,996
MUNSON	\$184,564	\$189,236	\$179,600
MYRNAM	\$238,837	\$259,165	\$228,486
NAMPA	\$214,676	\$224,459	\$221,971
PARADISE VALLEY	\$212,047	\$221,483	\$211,130
ROCKYFORD	\$233,729	\$236,564	\$271,545
ROSALIND	\$193,482	\$200,093	\$189,299
ROSEMARY	\$240,607	\$249,459	\$241,648
RYCROFT	\$261,338	\$283,261	\$255,680
RYLEY	\$258,501	\$272,237	\$275,628
SPRING LAKE	\$223,841	\$235,669	\$234,510
STANDARD	\$198,141	\$208,628	\$206,373
STIRLING	\$407,657	\$428,130	\$390,667
VETERAN	\$218,459	\$228,324	\$219,681
VILNA	\$234,310	\$247,077	\$240,460
WARBURG	\$315,820	\$335,917	\$306,034

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
WARNER	\$245,019	\$257,603	\$254,631
WASKATENAU	\$194,330	\$204,632	\$218,585
YOUNGSTOWN	\$193,932	\$198,132	\$206,568
Summer Villages⁴			
ARGENTIA BEACH	\$65,450	\$66,334	\$67,385
BETULA BEACH	\$63,270	\$63,808	\$64,853
BIRCH COVE	\$66,991	\$68,127	\$70,273
BIRCHCLIFF	\$76,234	\$78,708	\$88,145
BONDISS	\$73,147	\$75,315	\$76,526
BONNYVILLE BEACH	\$69,049	\$70,528	\$68,854
BURNSTICK LAKE	\$62,291	\$62,656	\$63,367
CASTLE ISLAND	\$61,868	\$62,177	\$62,640
CRYSTAL SPRINGS	\$69,134	\$70,782	\$73,006
GHOST LAKE	\$70,063	\$71,674	\$71,431
GOLDEN DAYS	\$80,034	\$83,363	\$91,998
GRANDVIEW	\$75,879	\$78,429	\$80,878
GULL LAKE	\$80,396	\$83,789	\$88,258
HALF MOON BAY	\$65,370	\$66,182	\$68,537
HORSESHOE BAY	\$70,220	\$72,338	\$72,761
ISLAND LAKE	\$87,262	\$91,743	\$85,065
ISLAND LAKE SOUTH	\$67,413	\$68,651	\$70,640
ITASKA BEACH	\$63,177	\$63,851	\$64,494
JARVIS BAY	\$83,747	\$87,498	\$87,022
KAPASIWIN	\$62,308	\$62,669	\$64,173
LAKEVIEW	\$64,245	\$64,933	\$64,696
LARKSPUR	\$65,921	\$66,863	\$67,706
MA-ME-O BEACH	\$78,565	\$81,970	\$81,711
MEWATHA BEACH	\$70,911	\$72,720	\$73,809
NAKAMUN PARK	\$70,292	\$72,045	\$69,967
NORGLLENWOLD	\$92,755	\$97,869	\$100,174
NORRIS BEACH	\$66,868	\$68,004	\$71,247
PARKLAND BEACH	\$79,281	\$82,576	\$83,340
PELICAN NARROWS	\$78,101	\$81,041	\$81,150
POINT ALISON	\$61,691	\$62,068	\$63,077
POPLAR BAY	\$75,738	\$78,216	\$78,658
ROCHON SANDS	\$71,938	\$73,893	\$74,665
ROSS HAVEN	\$80,072	\$83,184	\$78,688
SANDY BEACH	\$92,543	\$98,831	\$97,419
SEBA BEACH	\$81,993	\$85,597	\$91,069
SILVER BEACH	\$69,016	\$70,391	\$68,932
SILVER SANDS	\$79,471	\$82,686	\$87,666
SOUTH BAPTISTE	\$67,698	\$68,584	\$68,413
SOUTH VIEW	\$68,409	\$69,758	\$70,032

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
SUNBREAKER COVE	\$72,855	\$74,934	\$79,659
SUNDANCE BEACH	\$69,690	\$71,415	\$67,777
SUNRISE BEACH	\$77,068	\$79,746	\$80,907
SUNSET BEACH	\$66,988	\$68,119	\$68,483
SUNSET POINT	\$79,967	\$83,132	\$91,522
VAL QUENTIN	\$86,171	\$90,342	\$79,525
WAIPAROUS	\$66,547	\$67,829	\$68,415
WEST BAPTISTE	\$66,239	\$67,417	\$68,176
WEST COVE	\$80,207	\$83,310	\$90,211
WHISPERING HILLS	\$76,634	\$79,513	\$77,518
WHITE SANDS	\$74,777	\$77,148	\$82,650
YELLOWSTONE	\$74,308	\$77,069	\$74,329
Municipal Districts and Counties⁴			
ACADIA NO. 34, M.D. OF	\$402,802	\$439,391	\$429,813
ATHABASCA COUNTY	\$1,704,758	\$1,946,652	\$1,786,119
BARRHEAD NO. 11, COUNTY OF	\$1,192,812	\$1,354,364	\$1,276,618
BEAVER COUNTY	\$1,564,919	\$1,774,404	\$1,718,635
BIG LAKES COUNTY	\$1,311,171	\$1,488,443	\$1,389,338
BIGHORN NO. 8, M.D. OF	\$408,920	\$450,102	\$467,222
BIRCH HILLS COUNTY	\$1,083,357	\$1,217,001	\$1,169,454
BONNYVILLE NO. 87, M.D. OF	\$3,053,572	\$3,500,847	\$3,283,859
BRAZEAU COUNTY	\$1,751,210	\$1,993,585	\$1,856,320
CAMROSE COUNTY	\$1,782,659	\$2,017,490	\$1,772,169
CARDSTON COUNTY	\$1,045,188	\$1,181,309	\$1,170,569
CLEAR HILLS COUNTY	\$1,086,778	\$1,240,211	\$1,209,434
CLEARWATER COUNTY	\$2,787,346	\$3,205,195	\$3,100,884
CYPRESS COUNTY ⁵	\$2,039,853	\$2,108,963	\$2,036,513
FAIRVIEW NO. 136, M.D. OF	\$635,114	\$707,257	\$685,565
FLAGSTAFF COUNTY	\$1,431,877	\$1,631,969	\$1,573,481
FOOTHILLS COUNTY	\$3,356,423	\$3,866,154	\$3,781,463
FORTY MILE NO. 8, COUNTY OF	\$1,613,754	\$1,790,509	\$1,736,856
GRANDE PRAIRIE NO. 1, COUNTY OF	\$4,090,770	\$4,721,663	\$4,733,498
GREENVIEW NO. 16, M.D. OF ⁵	\$3,184,939	\$3,067,685	\$2,861,356
KNEEHILL COUNTY	\$1,370,055	\$1,564,960	\$1,513,519
LAC STE. ANNE COUNTY	\$1,819,410	\$2,080,923	\$2,051,314
LACOMBE COUNTY	\$2,698,804	\$3,079,122	\$2,942,792
LAC LA BICHE COUNTY	\$2,025,000	\$2,327,776	\$2,215,104
LAMONT COUNTY	\$1,183,018	\$1,344,238	\$1,290,050
LEDUC COUNTY	\$3,739,050	\$4,260,582	\$4,140,333
LESSER SLAVE RIVER NO. 124, M.D. OF	\$854,679	\$949,865	\$928,648
LETHBRIDGE COUNTY	\$2,133,779	\$2,426,872	\$2,313,197
MACKENZIE COUNTY	\$2,337,409	\$2,693,126	\$2,679,307
MINBURN NO. 27, COUNTY OF	\$1,381,582	\$1,562,118	\$1,501,185

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
MOUNTAIN VIEW COUNTY	\$2,758,684	\$3,096,588	\$2,965,466
NEWELL, COUNTY OF ⁵	\$1,754,334	\$1,705,322	\$1,653,211
NORTHERN LIGHTS, COUNTY OF	\$1,077,141	\$1,244,677	\$1,204,042
NORTHERN SUNRISE COUNTY	\$867,681	\$976,443	\$933,286
OPPORTUNITY NO. 17, M.D. OF	\$1,150,970	\$1,304,149	\$1,244,429
PAINT EARTH NO. 18, COUNTY OF	\$1,069,592	\$1,217,509	\$1,190,453
PARKLAND COUNTY	\$4,746,334	\$5,458,327	\$5,222,047
PEACE NO. 135, M.D. OF	\$479,714	\$529,739	\$502,087
PINCHER CREEK NO. 9, M.D. OF	\$1,021,407	\$1,154,810	\$1,146,862
PONOKA COUNTY	\$1,613,366	\$1,848,303	\$1,812,810
PROVOST NO. 52, M.D. OF	\$1,106,860	\$1,262,026	\$1,215,612
RANCLAND NO. 66, M.D. OF	\$215,534	\$225,663	\$224,764
RED DEER COUNTY	\$4,323,818	\$4,979,965	\$4,853,225
ROCKY VIEW COUNTY ⁵	\$6,463,565	\$6,901,956	\$6,829,525
SADDLE HILLS COUNTY ⁵	\$979,556	\$1,090,542	\$1,081,382
SMOKY LAKE COUNTY	\$884,443	\$995,153	\$973,518
SMOKY RIVER NO. 130, M.D. OF	\$1,053,963	\$1,191,172	\$1,145,433
SPIRIT RIVER NO. 133, M.D. OF	\$508,875	\$564,045	\$539,631
ST. PAUL NO. 19, COUNTY OF	\$1,372,756	\$1,566,121	\$1,499,656
STARLAND COUNTY	\$974,644	\$1,101,733	\$1,042,359
STETTLER NO. 6, COUNTY OF	\$1,820,143	\$2,047,660	\$1,829,645
STRATHCONA COUNTY	\$12,215,060	\$14,198,554	\$13,848,213
STURGEON COUNTY	\$2,972,283	\$3,471,770	\$3,331,951
TABER, M.D. OF	\$1,510,656	\$1,733,672	\$1,723,483
THORHILD COUNTY	\$1,039,196	\$1,172,405	\$1,109,511
TWO HILLS NO. 21, COUNTY OF	\$1,437,933	\$1,631,288	\$1,562,534
VERMILION RIVER, COUNTY OF	\$2,838,664	\$3,286,158	\$3,144,187
VULCAN COUNTY	\$1,434,098	\$1,635,763	\$1,613,141
WAINWRIGHT NO. 61, M.D. OF	\$1,777,910	\$2,029,432	\$1,956,595
WARNER NO. 5, COUNTY OF	\$1,321,073	\$1,494,057	\$1,487,420
WESTLOCK COUNTY	\$1,679,477	\$1,906,444	\$1,834,122
WETASKIWIN NO. 10, COUNTY OF	\$1,903,250	\$2,187,605	\$2,117,995
WHEATLAND COUNTY	\$2,460,621	\$2,815,251	\$2,709,999
WILLOW CREEK NO. 26, M.D. OF	\$1,744,567	\$1,967,200	\$1,738,994
WOOD BUFFALO, REGIONAL MUNICIPALITY OF	\$16,149,857	\$18,704,878	\$17,876,606
WOODLANDS COUNTY	\$1,233,100	\$1,397,712	\$1,333,200
YELLOWHEAD COUNTY	\$3,847,026	\$4,370,260	\$4,106,855
Improvement Districts and Special Areas Board⁴			
I.D. NO. 04 (WATERTON)	\$198,816	\$206,377	\$209,650
I.D. NO. 09 (BANFF) ⁵	\$362,178	\$272,118	\$264,917
I.D. NO. 12 (JASPER NATIONAL PARK) ⁶	\$155,023	\$155,825	\$0
I.D. NO. 24 (WOOD BUFFALO)	\$211,412	\$221,213	\$224,800
KANANASKIS IMPROVEMENT DISTRICT	\$175,386	\$179,353	\$171,449

Local Government	2024 Allocation ^{1,2}	2025 Allocation ^{1,2}	2026 Allocation ^{1,2}
SPECIAL AREAS BOARD	\$2,550,959	\$2,916,049	\$2,879,038
Metls Settlements⁴			
BUFFALO LAKE	\$250,560	\$262,208	\$232,365
EAST PRAIRIE	\$232,417	\$241,963	\$217,370
ELIZABETH	\$240,574	\$251,066	\$279,090
FISHING LAKE	\$233,683	\$243,376	\$239,972
GIFT LAKE	\$275,454	\$289,985	\$285,827
KIKINO	\$293,175	\$309,759	\$362,542
PADDLE PRAIRIE	\$231,151	\$240,551	\$269,745
PEAVINE	\$235,089	\$244,945	\$234,104
Rest of Alberta Sub-total	\$342,170,671	\$386,325,924	\$376,595,490
Total	\$724,170,671	\$820,374,462	\$799,711,599

Notes:

1. Amounts above show what local governments will be entitled to in the specified years based on the *Local Government Fiscal Framework Act* and the approved allocation formula for the Local Government Fiscal Framework, subject to Ministerial commitments of the allocations.
2. 2024 LGFF Capital allocations are based mainly on 2021 data, 2025 allocations are based mainly on 2022 data, and 2026 allocations are based on 2023 data.
3. LGFF Capital allocations for the Charter Cities of Calgary and Edmonton are calculated using a formula based on population (48%), education tax requisitions (48%) and length of local roads (4%).
4. LGFF Capital allocations for local governments other than Calgary and Edmonton are calculated using a formula based on population (65%), tangible capital assets (15%), average cumulative amortization (10%) and length of local roads (10%). In addition, each local government receives base funding and those with a population less than 10,000 and a limited local assessment base receive needs-based funding on top of their regular allocation.
5. 2024 LGFF Capital amounts include a one-time transitional top-up allocated to nine local governments to ensure they do not experience a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative in 2023. The top-up funding totals \$2,170,671, with the Town of Banff receiving \$106,456, the Town of Canmore receiving \$646,571, the Municipality of Jasper receiving \$13,789, Cypress County receiving \$192,946, the Municipal District of Greenview receiving \$332,152, the County of Newell receiving \$265,015, Rocky View County receiving \$482,780, Saddle Hills County receiving \$24,358, and I.D. No. 09 (Banff) receiving \$106,604.
6. Local governments with no resident population are not eligible for LGFF Capital funding. Based on the 2023 Municipal Affairs Population List, I.D. No. 12 (Jasper National Park) had no population and is not entitled to LGFF Capital funding in 2026.

Colleen Mayne

From: Tyler Gandam <president@abmunis.ca>
Sent: October 28, 2024 3:11 PM
To: Colleen Mayne
Subject: Share the impact of provincial decisions on property taxpayers

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Dear Mayor's and CAOs,

ABmunis is calling on members to provide the Premier with information on the impact of provincial decisions on municipal property taxpayers.

Grants in Place of Taxes

Between 2019 and 2020 the Government of Alberta reduced funding for Grants in Place of Property Taxes (GIPOT) from \$60 million to \$30 million. While funding has since increased to \$38.1 million in Budget 2024, due to rising assessment values and construction of new government infrastructure, this still falls well below the amount that should be granted to municipalities for the essential services you provide to provincial properties.

At ABmunis 2024 Convention, members passed a resolution calling for the reinstatement of full GIPOT funding. Following the passing of that resolution, the Premier encouraged delegates to share data with the province on how much they are being short changed and the impact that it is having on their municipality. I also encouraged members to share that data.

As work on the 2025 provincial budget is underway, time is of the essence. ABmunis is requesting members write directly to the Premier outlining the impact that the cut to GIPOT is having on your municipality's property taxes. The benefit of this approach is that it enables you to get data to the Premier ahead of final deliberations regarding the provincial budget, while still enabling ABmunis to collect data to amplify in our own advocacy and media campaigns in the lead up to the provincial budget.

For example, the City of Wetaskiwin indicates that it wrote off \$50,582.38 due to GIPOT underfunding in 2023 and \$51,435.28 in 2024.

The Town of Whitecourt calculates that it has had to recoup a total of \$267,882 from other taxpayers over the past several years.

Year	Total Eligible Property Taxes for Provincial Properties	Amount Written Off Due to GIPOT Underfunding	Portion Written Off
2019	95,933	23,983	25%
2020	109,903	54,951	50%
2021	116,610	58,305	50%
2022	124,560	62,280	50%
2023	136,606	68,303	50%
	\$ 583,611	\$ 267,822	46%

The City of Edmonton estimates that since 2019, the Government of Alberta has short-changed it over \$80 million.

Election Vote Counting

Tabulators are another example of where provincial decisions have a significant impact on ratepayers in many

municipalities and where action in the upcoming provincial budget is warranted. Members who have traditionally used electronic tabulators to count election votes would also be encouraged to include the estimated cost of switching to a hand count for voting results.

Suggested Action

If the impact of GIPOT funding reductions and removal of vote counting machines is a concern for your municipality, we suggest you:

- Write a letter to the Premier that summarizes the cost to your municipality and what that means in terms of a tax rate increase or projects/services you have had to forego due to the province's decision;
- cc: the Honourable Ric McIver, Minister of Municipal Affairs; and
- cc: ABmunis' President Tyler Gandam at president@abmunis.ca

Sincerely,

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-
6644 | www.abmunis.ca



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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

Colleen Mayne

From: Tyler Gandam <president@abmunis.ca>
Sent: October 29, 2024 1:56 PM
To: Colleen Mayne
Subject: Fall 2024 Alberta Interim Police Advisory Board Communique
Attachments: Alberta Police Advisory Board Communique.pdf

Dear Mayors and CAOs,

This email is being sent out on behalf of the Alberta Interim Police Advisory Board (AIPAB). Attached is the AIPAB's Fall 2024 Communique report. This communique provides an update on that Board's work to date, as well as information on:

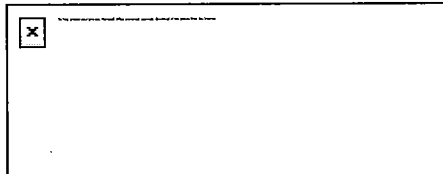
- The police funding model (PFM) implemented in 2019;
- Bill 6, the Police Amendment Act, which establishes a new system of police governance in Alberta;
- Bill 11, the Public Safety Statutes Amendment Act, which establishes an independent police agency; and
- Information on how funds raised through the PFM have been allocated.

If you have any questions about this communique, please email Kelly Santarossa, Senior Policy Analyst, at kelly@abmunis.ca.

Sincerely,

Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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ALBERTA INTERIM POLICE ADVISORY BOARD

Report to Municipalities, Police Governance Bodies,
and Stakeholders

October 2024

Alberta Interim Police Advisory Board Communique

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Introduction

The purpose of this communique is to update municipalities, police governance bodies, and other stakeholders on the Alberta Interim Police Advisory Board’s work to date. This document provides an overview of the police funding model (PFM) implemented in 2019; Bill 6, the Police Amendment Act, which establishes a new system of police governance in Alberta; and Bill 11, the Public Safety Statutes Amendment Act, which establishes an independent police agency.

From its inception, the Interim Board has prioritized communicating and consulting with municipalities and existing police governance bodies. The Interim Board has endeavored to update stakeholders on the work it has undertaken, as well as solicit feedback through surveys and meetings to inform that work. All previous Interim Board communiques are available on the [ABmunis policing hub](#).

Alberta Interim Police Advisory Board

History and Background

In December 2019, the Government of Alberta (GoA) introduced a new, five-year Police Funding Model (PFM) that applies to municipalities receiving police services from the RCMP under the Provincial Police Service Agreement (i.e. municipalities with populations under 5,000 and all municipal districts and counties). The following spring, the Minister of Justice and Solicitor General established the Alberta Police Advisory Board to give municipalities a stronger voice in setting RCMP policing priorities. The creation of this board aligned with Alberta Association of Police Governance (AAPG), Alberta Municipalities (ABmunis), and Rural Municipalities of Alberta (RMA) advocacy calling for municipalities to have greater oversight of policing, particularly now that they were paying directly for a portion of policing costs.

The Alberta Police Advisory Board was originally meant to be implemented in two phases; in the first year, an Interim Board would develop the structure and scope of the Advisory Board. On completion

of the Interim Board's mandate, the work of the Operational Police Advisory Board would begin for a four-year term.

According to the Terms of Reference developed by Justice and Solicitor General, the Interim Board is made up of one representative from the AAPG Executive, four representatives from the ABmunis Board, and four representatives from the RMA Board.

Interim Police Advisory Board Current Membership

AAPG	ABmunis	RMA
Ian Sanderson Chair of the St. Albert Policing Committee	Tanya Thorn Mayor, Town of Okotoks, and Interim Board Chair	John Burrows Councillor, Woodlands County
	Tyler Gandam Mayor, City of Wetaskiwin	Paul McLaughlin Reeve, Ponoka County
	Krista Gardner, Councillor, Town of Calmar	Jason Schneider Reeve, Vulcan County
	Trina Jones Councillor Mayor, Town of Legal	Kara Westerlund Councillor, Brazeau County

The Interim Board was originally mandated with:

1. Developing the scope and terms of reference for the Operational Board.
2. Developing a recruitment and selection process for Operational Board members.
3. Developing governance documents for the Operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document.
4. Providing input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service.
5. Providing input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the Operational Board.

The Interim Board fulfilled its mandate one year later, with recommendations on governance submitted to the Minister of Justice and Solicitor General, in June 2021. At the end of 2021, the Board was notified that the Ministry would be providing financial and staff support to the Board but would not be moving forward with the recommendations.

In early 2022, a new Minister was appointed as Minister of Justice and Solicitor General and the Board requested that this Minister review and reconsider the Board's recommendations. The new Minister directed the Board to provide advice on provincial policing priorities for 2023, as well as support the transition to an Operational Board.

In June 2022, the Board was notified that recruitment for an Operational Board would likely be delayed and asked whether the Interim Board members would be willing to continue to participate on the Board until an Operational Board could be established, using the GoA's internal recruitment and selection process instead of the recommendations that the Board had previously provided.

AAPG, ABmunis, and RMA advised that they were willing to continue serving on the Interim Board, subject to the following conditions:

- Justice and Solicitor General provides administrative support to the Board and the Board Chair.

- The mandate of the Operational Board is amended to enable the Board to be effective in its advisory role and to determine its annual work plan.
- A new Terms of Reference for the Board is created.
- The Interim Board's recommendations related to governance of the Operational board are reviewed and the Ministry provides rationale for the direction it took regarding these recommendations.

Following the October 2022 UCP leadership race and the election of Danielle Smith as party leader, Mike Ellis, MLA for Calgary-West, was appointed as Minister of Public Safety and Emergency Services.

In early 2023, the Board was advised by the Public Safety and Emergency Services staff that:

- Minister Ellis was looking for us to proceed with previous support requests.
- A new Terms of Reference would be created.
- An administrative position was in the process of being hired.

The updated Terms of Reference was finalized by the Board in May 2023. The Board's new mandate was to:

- Provide ongoing input, advice, and recommendations to the GoA and RCMP "K" Division on policing in Alberta.
- Collaborate with the GoA and RCMP "K" Division to develop annual provincial policing priorities.
- Engage with the GoA and RCMP "K" Division to provide input, advice, and recommendations on any other issues, plans, or documents as determined by the GoA.
- Provide recommendations and advice on the buildup of PPSA resources from the PFM revenue during the Board's term.
- Serve as a communications conduit between all municipalities served by the RCMP through the PPSA and the GoA/RCMP "K" Division. This includes:
 - Regularly reporting to municipal associations and PPSA municipalities on the Board's activities and other policing-related information.
 - Regularly soliciting local input from PPSA municipalities and other relevant organizations on policing issues, initiatives, and priorities.
 - Distributing at least one annual survey to seek input from PPSA municipalities seeking input or further clarification on how they are seeing these priorities improved in their communities.
 - Distributing a survey every third year to aid the Board's input into the provincial policing priorities development process.
 - Working with the GoA and RCMP "K" Division to provide information to municipal associations and communities on how police funds were spent and the resulting outcomes.
 - Creating the Board's annual work plan to assist with the completion of deliverables.
 - Providing input into the next phase of the Provincial Policing Funding Model.
 - Aid and support the ministry in the transition from the Interim Board to a Permanent Board.

Throughout 2023 and 2024, the Board has continued to meet with the RCMP and Public Safety and Emergency Services staff to provide input into the 2023 provincial policing priorities and RCMP resource allocation (see Appendix A for more details on RCMP staffing).

In February 2024, Minister Ellis announced provincial policing priorities for the upcoming year for all policing in Alberta. Consequently, the Board determined that there was no need to survey our

members on any changes to the policing priorities in the RCMP Joint Business Plan. The Board has provided input into the Police Amendment Act Regulations and advised that the consultation period on PFM renewal is not sufficient given that this model will expire in March 2025. Following the Board's July 2024 meeting with Minister Ellis, we are waiting for an update from the Ministry on the Board's next steps, including timelines and deliverables.

Board Benefits and Challenges

AAPG, ABmunis, and RMA acknowledge that participating on the Interim Board has been beneficial in building relationships with the RCMP and Ministry staff. The Deputy Commissioner and Commander of "K" Division, along with senior RCMP staff, have attended all Interim Board meetings and demonstrated a strong commitment to municipal engagement, at both the local and provincial level. AAPG, ABmunis, and RMA have noted several improvements to RCMP accountability and transparency since the establishment of the Interim Board, including:

- Standardized reporting and invoicing forms.
- Municipal education sessions on multi-year financial plans.
- The development of a performance evaluation framework for the RCMP Joint Business Plan.
- Detailed information on the allocation of PFM funds to augment RCMP resources.

Having all partners (Ministry of Public Safety & Emergency Services, RCMP and municipalities) involved in and impacted by contracted RCMP policing services at the same table has resulted in a valuable sharing of perspectives, as well as a broader understanding of all the challenges faced by each entity. Interim Board members often have access to valuable information, discussions, and updates that we wouldn't have access to otherwise. We have also gained a solid understanding of how the resources supported by PFM funding have affected crime across the province.

The Board has seen four Ministers since our inception, which has created a learning curve with each new Minister and resulted in some shifting of priorities and policy directions. With the transition to an Operational Provincial Advisory Board anticipated in early 2025, the Board is currently seeking clarity from Minister Ellis on what role he would like the Board to take in the transition, as well as any deliverables he wishes to assign to the Board.

Police Funding Model (PFM)

Background

The PFM, introduced in December 2019 and implemented in 2020-21, applies to municipalities with populations under 5,000, as well as municipal districts and counties, which are policed by the provincial police service. The PFM takes the total cost of frontline officers and redistributes a portion of those costs to these municipalities. The implementation of the PFM required those communities that had not previously paid for frontline policing to begin contributing a portion of the costs. At the time of implementation, the GoA committed that the additional revenue raised through the PFM would be reinvested into policing, with a priority on core policing.

Under the five-year model, municipalities pay 10% of provincial policing costs in Year One, 15% in Year Two, 20% in Year Three, and 30% in Years Four and Five. Each municipality's share of policing costs is calculated according to a formula that weighs equalized assessment at 50% and population at 50%, with modifiers related to shadow populations, crime severity, proximity to detachment, and existing enhanced policing positions. The province has shared a [spreadsheet](#) listing the costs for

affected municipalities over the five years, as well as sample calculations for the distribution of costs under this model.

Use of Police Funding Model (PFM) Funds

As previously mentioned, the RCMP has shared detailed information on how PFM funds have been used to augment its resources. The RCMP understands that police resource levels are important to Alberta communities, particularly under the PFM. Within the RCMP's integrated service delivery model, detachment resources are augmented by centralized frontline support and specialized units, as well as by civilian support positions. This means that even detachments that do not receive new police officer positions benefit from additional centralized services, as these positions enable frontline officers to spend more time on community policing.

The RCMP and the Board have prioritized using PFM funds to:

- Ensure adequate resources in frontline detachments.
- Enhance specialized support services for emergency response and investigational capacity.
- Focus on community safety and well-being to help address the root causes of crime.

To help determine where to allocate new resources, the RCMP analyzed its workload at each detachment, looking at factors such as travel time, call volume, the type of crimes occurring in the area, amount of time required for investigations, the size of detachment, and the time available for proactive policing (strategic patrols, community engagement, visiting schools, and attending community events).

The following table provides a summary of the positions created using PFM funds. Additional information on position locations and types is available in Appendix A.

Year	Police Officer Positions		Civilian Support Positions	
	Positions Created	Positions Filled	Positions Created	Positions Filled
2020-21	76	76	57	57
2021-22	55	53	42	40
2022-23	40	24	52	42
2023-24	108	55	91	39
Total	279	208	242	178

The RCMP has acknowledged municipal concerns about staff recruitment and retention, vacancies, and emergency response, and has provided further information about current strategies to address these issues in Appendix B.

Invoicing and Vacancies under the PFM

The Interim Police Advisory Board also believes it is important to clarify that under the current PFM, there is no direct link between the number of positions at a detachment and the amount that communities are invoiced. As mentioned above, each municipality's share of policing costs is calculated based on equalized assessment and population. This means that regardless of whether a detachment is at full strength or if there are vacancies, the PFM amount invoiced to communities by the GoA remains the same.

The RCMP does invoice the GoA for provincial police services based on the actual number of RCMP members that are employed full time. This means that the province does not pay for vacant

positions¹ under the Provincial Police Service Agreement, and that the province is not charged for newly created positions until they are filled. Given that the RCMP, like other police services at this time, has struggled with recruitment, the province has chosen to invest the refunds for unfilled positions into other initiatives to reduce crime and enhance public safety. The RCMP's Real-Time Operations Centre, which supports frontline members with real-time, accurate, and actionable intelligence, is one example of how these funds have been invested.

Police Funding Model (PFM) Renewal

As the PFM expires in March 2025, the Public Safety and Emergency Services Ministry is expected to begin engaging on a renewed model. The Police Advisory Board has not yet received a timeline for this engagement. Department staff have indicated that if engagement is not completed in time for the 2025-26 fiscal year, the Minister will be asked to consider extending the model for an additional year, billing municipalities at the same rate as in Year Five (30% cost recovery). The Board is still waiting for confirmation of this.

When the PFM was created in 2019, the base cost utilized to calculate each municipalities costs was \$285M. This represents the estimated cost of delivering front-line services under the RCMP contract for Alberta's provincial police service. Since then, there have been significant increases in RCMP policing costs, due to collective bargaining settlements, equipment upgrades, body-worn cameras, and so on. The GoA has paid all of these increased costs as they have not been factored into the PFM to date.

As the Ministry considers renewing the PFM, it is important for our members to understand that this escalation of costs has resulted in an increase in the cost of delivering frontline policing to a conservative estimate of \$311.4 million in 2024. Even if the GoA only changes the base cost in the original PFM formula (and not the percent of cost recovery), this will result in increased costs for all municipalities.

Police Act Amendments

New Police Governance Model

The Police Act mandates the GoA to ensure that adequate and effective policing is maintained in Alberta. Following several years of engagement with stakeholders and the public, the province passed Bill 6, the Police Amendment Act (PAA), in December 2022. According to the GoA, this legislation was intended to increase police transparency and enhance public trust to help build safer communities. In addition to other reforms, the legislation required the formation of civilian governance bodies for all municipalities in Alberta, with the intent for communities to have a role in setting policing priorities and performance goals. The PAA creates several new mandated structures for municipal input into policing:

- Communities with a population over 15,000 that are policed by the RCMP with an MPSA will be required to establish municipal policing committee.
- Communities with a population of under 15,000 policed by the RCMP with a Municipal Police Service Agreement (MPSA) will be represented by regional policing committees but will have the option to form their own municipal policing committee.

¹ The RCMP categorizes vacancies as either "hard" or "soft". Hard vacancies refer to unfilled positions, while soft vacancies refer to temporary absences such as injury or parental leave. While contract partners are invoiced for soft vacancies, they are not invoiced for hard vacancies.

- Communities policed by the RCMP under a Provincial Police Service Agreement (PPSA) will be represented by a Provincial Police Advisory Board (PPAB).

As next steps to the 2022 legislative amendments, the GoA is currently developing supporting regulations to clarify the powers, duties, functions, and composition of these new governance bodies, as well as the configuration of regional policing committees. Written submissions were accepted until mid-March 2024 and were in the form of an online questionnaire.

It is our understanding that the PPAB will be in place by early 2025. However, it is unclear what role the Interim Police Advisory Board will play moving forward with this transition. The Board has expressed through our original governance recommendations and in subsequent engagements that the PPAB should develop governance, engagement, and accountability processes that align with the fact that policing challenges and priorities are often regional or local in nature. Before the PPAB begins speaking on behalf of those it represents, it must have a plan in place to ensure that perspectives from different parts of the province, as well as different groups within communities, are adequately represented.

Bill 11

In March 2024, the GoA introduced Bill 11, the Public Safety Statutes Amendment Act, which permits the province to establish a new policing organization. This new organization will work alongside police services across the province. Officers in the new agency would take on the responsibility for the roles currently carried out by the Alberta Sheriffs. This agency will have the authority and jurisdiction to support the RCMP, municipal police services, and First Nations police services in Alberta, with the goal of allowing other police services across the province to spend more of their time on core operations and frontline duties.

It is important to note that there was no mention of this new policing organization in the 2024-25 provincial budget, and it is unclear where the funding for this potential transition would come from. Unfortunately, it does not appear that there was any engagement done regarding Bill 11 with municipal associations, municipalities, or any other policing organizations, such as Alberta Sheriffs. This lack of engagement is concerning, considering the community input necessary to ensure that policing reflects local needs.

Although AAPG, ABmunis, and RMA support any effort that will help make life safer and more secure for Albertans, it is unclear how Bill 11 will accomplish this. There are many unknowns regarding how this entity will work with the RCMP at the local level in terms of collaboration, the development of Community Safety Plans, gathering community input, implementing policing priorities, and so on. If supported by proper governance and local input, enhanced police capacity is beneficial to rural communities, but there are risks around having two different entities providing similar services within the same community.

The Minister of Public Safety and Emergency Services has indicated that no decision has been made on the creation of an Alberta Provincial Police Service and that this new agency is not intended to replace the RCMP. The Interim Police Advisory Board has not been involved to date with the establishment of the new policing organization and does not anticipate that the future Operational Board will have any say in its governance.



Appendix A – Police Officer and Civilian Position Detail

Funding provided through the police funding model has enabled the Alberta RCMP to grow the Provincial Police Service by adding 279 police officer positions and 242 civilian support positions. The chart below highlights how many positions were added each year, and the current staffing status as of October 1, 2024.

PFM Position Allocation						
	RM			PS		
	Allocated	Filled	% Filled	Allocated	Filled	% Filled
PFM Year 1	76	76	100.00%	57	57	100.00%
PFM Year 2	55	53	96.36%	42	40	95.24%
PFM Year 3	40	24	60.00%	52	42	80.77%
PFM Year 4	108	55	50.93%	91	39	42.86%
Total	279	208	74.55%	242	178	73.55%

**Data as of Oct. 1, 2024. Number of filled positions fluctuate with new hires, transfers, leaves, etc.*

To ensure we provide a comprehensive policing service to Albertans, Alberta RCMP allocated positions afforded to us through the PFM to frontline policing, specialized support units and resources focused on addressing root causes of crime.

POLICE OFFICER POSITIONS

Police Officers Allocated to Detachments

Over four years, the Alberta RCMP added 136 Regular Member positions directly at detachments. When allocating police officer positions, our first priority was to ensure all detachments had adequate resources to balance the time spent responding to call for service with the time available to engage in activities such as strategic patrols, participation in community events and increased school presence. Through a workload analysis model and data related to the frequency, seriousness and type of crimes occurring, geography and population of the detachment area and travel time to calls, we determine the number of resources needed at each detachment to ensure we direct resources to where the data told us they were needed.



POLICE OFFICER POSITIONS BY DETACHMENT = 136 POSITIONS											
Central Alberta District Detachments		31	Eastern Alberta District Detachments		34	Southern Alberta District Detachments		35	Western Alberta District Detachments		36
Bashaw	Stettler		Athabasca	Viking	Airdrie	Three Hills	Beaverlodge	Spirit River			
Blackfalds	Strathcona		Bonnyville	Westlock	Bassano	Vulcan	Edson	Swan Hills			
Breton	Sylvan Lake		Cold Lake		Bow Island		Evansburg	Valleyview			
Camrose	Thorsby		Elk Point		Canmore		Faust	Whitecourt			
Innisfail	Wetaskiwin		Kitscoty		Cochrane		Grande Prairie				
Leduc			Lac La Biche		Didsbury		High Level				
Morinville			Provost		Hanna		High Prairie				
Parkland			Smoky Lake		High River		Manning				
Ponoka			St. Paul		Lake Louise		Mayerthorpe				
Rimbey			Two Hills		Okotoks		Peace Regional				
Rocky Mountain House			Vegreville		Strathmore		Red Earth Creek				

Relief Support for Detachments

30 Positions were also allocated to Relief Teams. When staffed, these teams of police officers will be able to deploy to detachments experiencing short-term resource pressures.

Police Officers Allocated to Specialized Units

Ensuring that we have the necessary specialized services in place to support the work of the front-line officers when needed is critical to providing a comprehensive police service to our communities. To that end, the Alberta RCMP has increased capacity to a number of units that provide specialized support to detachments in areas such as investigations, forensic units, police-dog teams, and Emergency Response Teams (ERT). We were able to establish the Real Time Operations Centre (RTOC), a team of senior police officers who monitor operations in real-time, assess incident risk, coordinate resources (including with other police agencies and first responders) and manage the response. Additionally, we were able to build capacity in our teams dedicated to tackling financial and cybercrime, and in teams that provide specialized skills related to child advocacy. While these resources are not needed in each community every day, they are always available to address more dangerous situations or take on the more sensitive, complex, or serious files.

Police Officers Focusing on Root Causes of Crime

We also know enforcement alone or in isolation doesn't always work. Often, people facing addictions, mental health challenges and those who live without adequate housing are among offenders who land in a cycle of reoffending. We know there are root causes to some of this behavior, and while there are no simple solutions to address them all, there is work we can do with our community and social agency partners to achieve tangible, positive impacts to community safety. To this end, we used funding through the PFM to establish the Community Safety and Wellbeing Branch. With our partners, the Branch was able to build Rural Police and Crisis Teams (RPACT), teams of police officers and health professionals who respond to calls related to mental health. We also implemented the Virtual Opioid Dependency Program (VODP), which provides medical intervention and support to those dealing with addiction.



CIVILIAN SUPPORT POSITIONS

Civilian Supports Allocated at Detachments

Over four years, the Alberta RCMP added 77 Public Service Employee positions directly to detachments to enable police officers to be more visible with the communities they serve.

CIVILIAN SUPPORT POSITIONS BY DETACHMENT = 77 POSITIONS											
Central Alberta District Detachments		16	Eastern Alberta District Detachments		20	Southern Alberta District Detachments		21	Western Alberta District Detachments		20
Bashaw	Wetaskiwin		Athabasca	Wood Buffalo	Airdrie	Nanton	Beaverlodge	Swan Hills			
Blackfalds			Bonnyville		Beiseker	Picture Butte	Ft. Vermillion	Valleyview			
Breton			Boyle		Bow Island	Strathmore	Fox Creek				
Camrose			Cold Lake		Cardston	Turner Valley	Grande Prairie				
Innisfail			Coronation		Cochrane	Vulcan	High Level				
Rimbey			Desmarais		Crowsnest Pass		High Prairie				
Rocky Mountain House			Elk Point		Didsbury		Hinton				
Strathcona			Kitscoty		Gleichen		Manning				
Stony Plain			Lac La Biche		Lake Louise		Mayerthorpe				
Sylvan Lake			Provost		Milk River		Peace Regional				
Thorsby			Two Hills		Olds		Peace River				
Wetaskiwin			Westlock		Oyen		Red Earth Creek				

Civilian Supports in Specialized Units

The Alberta RCMP allocated a number of civilian support positions in areas such as intelligence and analytics, digital forensics and scenes of crime. We were also able to dedicate more operators to the Operational Communication Centre (OCC) and build our Remote Piloted Aircraft Systems (or drones) program, to name a few. Additionally, we invested in establishing a Return-on-Investment Team that will help us assess whether our efforts are achieving their stated goals and objectives.

Civilian Supports Focusing on Root Causes of Crime

Civilian positions in Community Safety and Wellbeing branch provide critical support to communities by working with our community partners to tackle the root causes of crime. These include the Rural Police and Crisis Teams (RPACT), and teams focused on community engagement and outreach, social engagement, alternative and restorative justice, and youth programming.



Appendix B – RCMP Strategies for Recruitment, Retention, and Emergency Response

Enhancing Recruitment Efforts

Over the past several years, recruiting has been a challenge for not only the RCMP, but for all police organizations in North America. The Alberta RCMP has made addressing this challenge a top priority.

In addition to all detachments having their own recruiting strategy, over the past year we have attended over 1,200 events and engaged with over 400,000 people to talk about a policing career with the Alberta RCMP. These efforts are paying off: in April 2023, the Alberta RCMP had 102 applicants. As of May 2024, this number has more than tripled to 318 Albertans. Depot (the RCMP training academy) is also back to having troop gate that it had prior to the pandemic.

The Alberta RCMP has also been focused on recruiting experienced police officers, and over the past couple of years a significant number of experienced police officers have joined the. Several years ago, regular member officers received a pay raise that brought their salaries in line with other police officers in Canada, and this pay raise has had a positive impact on our ability to recruit officers to the RCMP.

We're continually working to find efficiencies in the application process, and thus far have cut the time it takes to get into training to 6 months. We're examining ways to cut that timeframe down even further.

Our focus on recruiting remains, and will continue to remain, a top priority for the Alberta RCMP.

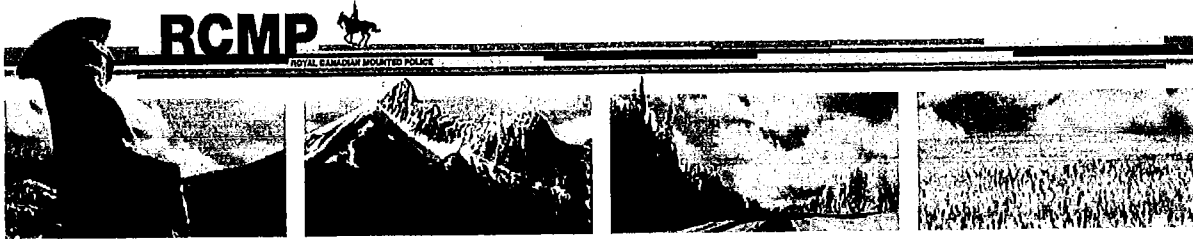
Addressing Vacancies

Increased vacancy rates have been a challenge for all police services in North America, including the Alberta RCMP. Ensuring that we have enough police officers in our detachments to respond to calls is a critical aspect of how we manage our resources. We are continually analyzing our service delivery models to ensure they are as efficient and effective as they could be. Some of this work includes regular examination of shift schedules to ensure optimal schedules are in place or looking at alternate service delivery models such as regional options, fly-in options for remote communities. This work is always done in consultation with the communities, as if the model doesn't meet their needs, it's not workable.

Our Human Resources Management dashboard allows our District Management Teams to continually monitor HR numbers at detachments to ensure they have an adequate number of police officers working at any given time. Should a detachment be experiencing a significant resource pressure, the District Management Team is able to redeploy resources from another area to address the pressure.

We share our vacancy rates with the Police Advisory Board at our meetings, and with the Ministry of Public Safety and Emergency Services on a monthly basis. As of Sept 14, 2024, our combined vacancy number is 17.3%, which includes both hard vacancies (meaning we don't have an officer to fill a position) and soft vacancies (meaning the position is encumbered, but the employee is away from work due to things such as medical or parental leave). Earlier this year, that number was closer to 20%, but we are seeing improvements every month.

The Alberta RCMP is very focused on recruiting to address hard vacancies, but we're also very focused on addressing our soft vacancies and have introduced number of initiatives to ensure we're supporting our



employees and getting them back to work as soon as they are able. These strategies include hiring additional doctors, disability case managers, nurses and psychologists and enhancing our mental health and wellness programs.

911 Call Response

The Alberta RCMP operates in a vast geographic area, which brings its own challenges. Given the geography and size of the areas we police, response times in a rural environment will be different than in an urban setting such as Calgary or Edmonton. That said, we continually monitor our response times to priority calls and implement any changes required to policy or by examining the service delivery model, ensuring we are best positioned to respond. In some cases, as a community evolves its existing detachment boundaries no longer make sense, so we examine whether adjustments to those boundaries would enhance our response.

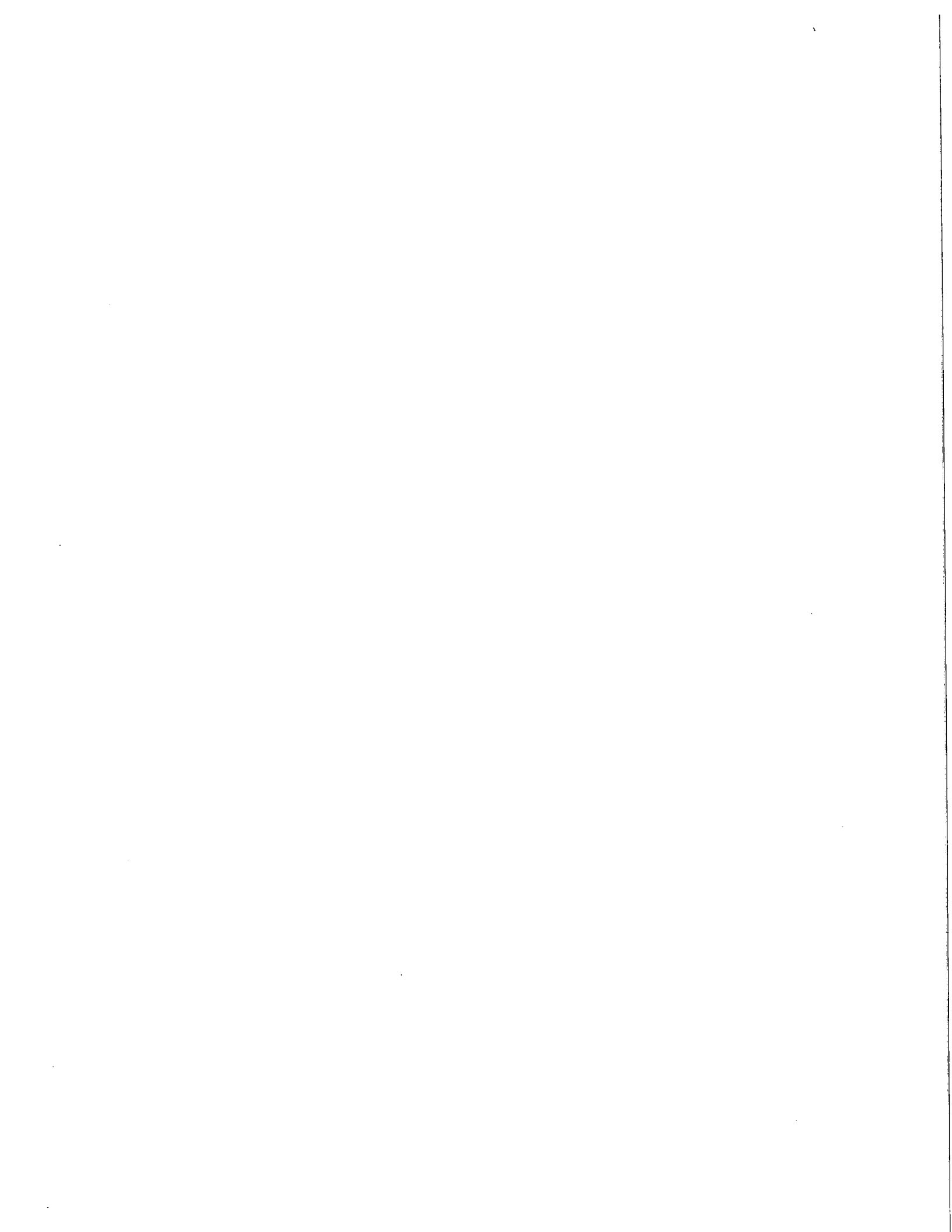
We are also looking at ways to educate the public around proper use of 911, with the ultimate goal of reducing the number of non-emergency calls to 911. We've also hired a number of new operators in our call centers, which decreases wait times when calling 911. Additionally, the Alberta RCMP is currently working towards providing an easy-to-remember option for non-emergency calls.

The Alberta RCMP is always examining strategies that will positively impact response times and enhance our service.

24/7 Shift Coverage in all PPSA locations

In late 2000, the Alberta RCMP presented an analysis of what would be required to have police officers on shift 24/7 in each of our detachments to the Police Advisory Board. The key finding was that in order to do this, the Alberta RCMP would need to add an additional 350 police officers to the PPSA. Adding this many police officers would also require additional detachments and housing (in some locations), along with the items that our officers would need to do their job, such as equipment, vehicles and more. In order to achieve this, it required a significant increase in financial investment by the Province.

While we do not have someone on shift 24/7 in every one of our detachments, all detachments do have 24/7 coverage via our on-call officers.



Speaking points for Parkland's 2025 Budget

Highlights include:

A switch from Treasury Board Estimates back to Municipal Affairs Population Lists meant a 9,277 drop in population for Parkland.

Due to the switch, 18 municipalities will see a reduction in the requisition in 2025.

Included in your package is a sheet showing what we are anticipating billing municipalities for in 2025 so you can see how the change in population is affecting your municipality.

For 2025, the municipal requisition increase will be \$0.63 cents per capita bringing the rate to \$9.81.

While the per capita rate is going up to account for the population change, overall expenditures are anticipated to increase by only 1.9% in 2025.

The current rate of inflation is running about 2.7% so Parkland's overall increase is well below inflation.

The total estimated requisition for 2025 equals \$2,178,075 with the levy increase amounting to only \$54,713 spread over all PRLS municipalities.

Approximately 42.4% of PRLS' income will come from Government of Alberta grants in 2025.

As for specific lines in the budget:

- A new board mandated salary grid will be implemented (+\$50,607 line 3.9, benefits +\$10,728 line 3.10) – this is the cost just to put staff on the new nine step grid (down from 15 steps).
- No COLA was added to the grid, nor were step increases awarded to staff. The increase to the salary line equals approximately 2.8%.
- Internet connection fees have been increased slightly due to demands from member libraries (+\$2,205 line 2.8).
- eContent (eBooks, eAudiobooks, etc.) has been increased slightly due to demand and to offset the drop in materials allotment (+\$7,500 line 2.19).
- We anticipate an increase in audit fees - our 3 year contract with MNP expires after the 2024 audit (+\$4,000 line 3.1).
- Building Maintenance fees are up because of the costs for maintaining an elevator (+\$3,750 line 3.4).
- The travel line has continued to drop over the years (we are running 2 staff vehicles so mileage reimbursement is lower for personal vehicle use (-\$4,500 line 3.14).
- Allotment is down (-\$10,483 line 2.2) because of the 9,277 drop in population – allotment is calculated at \$1.13 per capita.
- We are maintaining the Cooperative Collection Fund @ \$30,000 (line 2.4).

- Per capita computer allotment is down for 2025 (-\$2,783 line 2.11).

Capital Purchases for 2025 (Budget Supplement)

- IT purchases equal \$250,400 for computers and SuperNet devices for member libraries in 2025.
- No other major capital purchases are planned.

Finally, you will see from the *Return on Municipal Levy* document that 92% of the requisition paid into Parkland is being returned directly to member libraries.



Parkland Regional Library System

Proposed BUDGET 2025

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2025 Budget

Salaries with staff added to new grid

		Present Budget	Proposed Budget
		2024	2025
Income			
1.1	Provincial Operating Grant	1,045,242	1,045,242
1.2	On Reserve, On Settlement Grant	156,647	156,647
1.3	Membership Fees	2,123,362	2,178,075
1.4	Alberta Rural Library Services Grant	452,928	452,928
1.5	Interest Income	50,000	67,500
TOTAL Income		3,828,179	3,900,392
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	452,928	452,928
2.2	Allotment Funds Issued to Libraries	262,277	251,794
2.3	Computer Maint. Agree. Software licenses	231,308	236,627
2.4	Cooperative Collection Fund	30,000	30,000
2.5	eContent Platform fees, Subscriptions	66,050	66,850
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	8,820	11,025
2.9	Library Services Tools	6,530	6,700
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	69,391	66,608
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	2,300	2,300
2.15	Supplies purchased Cataloguing/Mylar	19,000	19,000
2.16	Vehicle expense	56,000	58,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	67,500	75,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Reference	2,600	2,600
TOTAL Support Materials & Services Direct to Libraries		1,418,460	1,423,188
Cost of Services			
3.1	Audit	21,000	25,000
3.2	Bank expenses	1,700	1,500
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	23,500	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	25,000	26,500
3.7	Janitorial/Snow removal/Outdoor maintenance expense	36,500	37,600
3.8	Photocopy	4,000	4,000
3.9	Salaries	1,777,903	1,828,510
3.10	Salaries - Employee Benefits	376,916	387,644
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	29,000	29,000
3.13	Telephone	8,500	9,000
3.14	Travel	8,000	3,500
3.15	Trustee expense	26,000	26,000
3.16	Utilities	34,000	34,000
TOTAL Cost of Services		2,409,719	2,477,204
TOTAL Expenses (library materials & cost of service)		3,828,179	3,900,392
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		9.18	9.81

Notes for the Parkland Regional Library System Budget 2025

Parkland's budget is developed according to Board policy and the constraints imposed by the Parkland Regional Library System Agreement. According to clause eight of the agreement – Library System Budget:

- 8.1 The PRLS Board shall prior to November 1 of each year submit a budget to the Parties to this Agreement and an estimate of the money required during the ensuing fiscal year to operate the library system. [Reg. s.25 (1)(f)]*
- 8.2 The budget and estimate of money required referred to in clause 8.1 above, shall be effective upon receipt by the PRLS Board of written notification of approval from two-thirds of the Parties to this Agreement which must represent at least two-thirds of the member population; and thereupon, each Party to this Agreement shall pay to the PRLS Board an amount which is the product of the per capita requisition set out in Schedule "B" and the population of the Parties to the agreement. Payments shall be made on or before the dates set out therein.*
- 8.3 The population of a municipality that is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.*
- 8.4 Municipalities which join the library system after January 1, 1998 shall pay a signing fee as determined by the PRLS Board.*
- 8.5 The PRLS Board shall apply to the Government of Alberta for all library grants for which it is eligible, in accordance with the Department of Community Development Grants Regulation 57/98.*
- 8.6 Notwithstanding Clause 17.1.c., any increase in the requisition requires written notification of approval from two-thirds of the parties to this agreement which must represent at least two-thirds of the member population.*

Generally speaking, PRLS budgets are prepared with conservative estimates. Revenue is estimated at its minimum level and expenditures are estimated at their maximum level. For 2025, there is a sixty-three-cent increase to the municipal per capita requisition to \$9.81. Despite the increase in the per capita requisition, the actual increase to municipalities above what they paid in 2024 will be negligible. Eighteen municipalities will actually see decreases. For calculating the municipal levy for 2025, Parkland will be using the newly revived Alberta Municipal Affairs most recent Official Population list. This means that while municipalities will be paying more per capita, many will see a drop in the population they are being invoiced on.

The budget was built around the assumption that the government of Alberta operating grant will remain at the new 2023 rate \$4.75 per capita and based on 2019 population

statistics. Likewise, staff assume the rural library services grant will remain at the new \$5.60 per capita rate and based on 2019 population statistics.

Points within the budget to note include:

- Overall, expenditures are anticipated to increase by 1.9% in 2025.
- For 2025, twenty-one expense lines are projected to remain unchanged from 2024, thirteen will see increases, and four will decrease.
- Now that they are being updated, switching back to Municipal Affairs Population Lists instead of the Treasury Board Estimates for invoicing municipalities resulted in a drop of 9,277 population which Parkland will no longer invoice on. Other systems are also facing a drop in the populations they are invoicing on for the same reason.
- Reduced population figures mean the *Allotment Funds Issued to Libraries* and *Member Library Computer Allotment* lines (lines 2.2 and 2.11 respectively) have also been reduced.
- To balance the budget, it will be necessary to increase the municipal requisition/levy by sixty-three cents. Had it been appropriate for Parkland to continue using the population figures supplied by the Treasury Board, the 2025 requisition would have been between forty and forty-one cents per capita lower.
- A new board approved salary grid will be implemented by putting staff on the grid at the nearest point to where they are currently located. No COLA was added, nor were step increases. The increase to the salary line equals approximately 2.8%.
- Internet connection fees have been increased slightly due to demands from member libraries (line 2.8)
- eContent (eBooks, eAudiobooks, etc.) has been increased slightly due to demand (line 2.19)
- Audit fees have increased because Parkland's current three-year agreement for audit services with MNP will expire and it will be necessary to review Parkland's audit service provider. For 2025, audit fees are estimated (line 3.1).
- Building Maintenance fees are up primarily due to the cost of maintaining the elevator in Parkland's headquarters (line 3.4).
- The travel line (line 3.14) has continued to drop over the years. Since Parkland started running two staff vehicles, mileage reimbursement has dropped considerably. Also, a number of food items which had been charged against the budget line are now being expended against the Workshop/Training expense line (line 2.17) when food is purchased for events for member libraries or member library staff.

Provincial grants amount to approximately 42.4% of PRLS' total income (line 1.1, 1.2, 1.4).

At the end of the budget documents, you will find the Budget Supplement. The largest planned purchase is for computer hardware from the Technology Reserve with expenditures estimated to be valued at \$250,400. This includes a Fortigate hardware upgrade project for libraries which is necessary to maintain stable SuperNet connections.

By approving the budget, the board is approving these transfers to and from Parkland's reserve fund accounts.

Included is a "Return on Municipal Levy" document based on the projected budget comparing the amount of requisition/municipal levy to items of direct financial benefit to member libraries. Based on budget amounts, an equivalent of 92% of the 2025 levy is returned in tangible form. This return is before considering services provided by Parkland or taking into account the costs of running the Parkland system headquarters.

Also included is a document comparing the change in requisition paid by each municipality in 2024 and 2025.

Parkland Regional Library System



Return on Municipal Levy

Based on 2025 Budgeted Amounts **2025**

Materials Allotment for Libraries	(Books, DVD's, Audiobooks, etc.)	\$251,794
Rural Library Services Grant		\$452,928
Cooperative Collection Fund		\$30,000
Technology	(Hardware— budget plus reserves)	\$272,608
Postage	(Reimbursement for Interlibrary Loan)	\$2,300
Software	(For computers, ILS, etc.)	\$236,627
Rotating Collections	(Large Print, Audiobooks, Programming Kits, etc.)	\$22,000
Internet	(Connectivity provided to member libraries)	\$11,025
eContent	(Platforms & Purchases of eBooks, eAudiobooks, etc.)	\$141,850
Vehicle Expense	(Ongoing budgeted expenses only—no new vans)	\$58,000
Marketing/Advocacy		\$20,000
Workshop/Training		\$14,000
Cataloguing Supplies		\$25,700
Contribution to Outlet Libraries*		\$800
Materials Discount	(41% in 2023)	\$115,536
SuperNet	(Fiber Optic connection provided by GOA to system members)	\$370,022
Sub-Total		\$2,025,190
Requisition		\$2,178,075
Difference Between Levy & Direct Return		92% \$152,885

*\$200 each for Brownfield, Nordegg, Spruce View, and Water Valley Libraries

Parkland Regional Library System
Requisition Comparison for 2024 to 2025

Municipality	2024		2025		Requisition increase or decrease 2024 to 2025
	Treasury Board Population Estimates 2022		Municipal Affairs Population Lists 2023		
	Billing population	per Capita rate \$9.18	Billing population	per Capita rate \$9.81	
1 Village of Alix	835	7,665.30	774	7,592.94	(72.36)
2 Village of Alliance	150	1,377.00	166	1,628.46	251.46
3 Village of Amslk	198	1,817.64	219	2,148.39	330.75
4 Town of Bashaw	778	7,142.04	848	8,318.88	1,176.84
5 Village of Bawlf	425	3,901.50	412	4,041.72	140.22
6 Town of Bentley	1,037	9,519.66	1,042	10,222.02	702.36
7 Village of Big Valley	341	3,130.38	331	3,247.11	116.73
8 SV of Birchcliff	145	1,331.10	211	2,069.91	738.81
9 Village of Bittern Lake	234	2,148.12	216	2,118.96	(29.16)
10 Town of Blackfalds	11,962	109,811.16	10,470	102,710.70	(7,100.46)
11 Town of Bowden	1,271	11,667.78	1,280	12,556.80	889.02
12 City of Camrose	19,847	182,195.46	18,772	184,153.32	1,957.86
13 Camrose County	9,208	84,529.44	8,504	83,424.24	(1,105.20)
14 Village of Caroline	464	4,259.52	470	4,610.70	351.18
15 Town of Carstairs	4,988	45,789.84	4,898	48,049.38	2,259.54
16 Town of Castor	881	8,087.58	803	7,877.43	(210.15)
17 Clearwater County	12,099	111,068.82	11,865	116,395.65	5,326.83
18 Village of Clive	823	7,555.14	775	7,602.75	47.61
19 Town of Coronation	905	8,307.90	868	8,515.08	207.18
20 Village of Cremona	452	4,149.36	437	4,286.97	137.61
21 Village of Czar	230	2,111.40	248	2,432.88	321.48
22 Town of Daysland	810	7,435.80	789	7,740.09	304.29
23 Village of Delburne	889	8,161.02	919	9,015.39	854.37
24 Town of Didsbury	5,092	46,744.56	5,070	49,736.70	2,992.14
25 Village of Donalda	207	1,900.26	226	2,217.06	316.80
26 Town of Eckville	1,158	10,630.44	1,014	9,947.34	(683.10)
27 Village of Edberg	152	1,395.36	126	1,236.06	(159.30)
28 Village of Elnora	291	2,671.38	288	2,825.28	153.90
29 Flagstaff County	3,614	33,176.52	3,694	36,238.14	3,061.62
30 Village of Forestburg	928	8,519.04	807	7,916.67	(602.37)
31 SV of Gull Lake	202	1,854.36	226	2,217.06	362.70
32 SV of Half Moon Bay	35	321.30	65	637.65	316.35
33 Town of Hardisty	465	4,268.70	548	5,375.88	1,107.18
34 Village of Hay Lakes	525	4,819.50	456	4,473.36	(346.14)
35 Village of Heisler	157	1,441.26	135	1,324.35	(116.91)
36 Village of Hughenden	230	2,111.40	213	2,089.53	(21.87)
37 Town of Innisfail	7,672	70,428.96	7,985	78,332.85	7,903.89
38 SV of Jarvis Bay	219	2,010.42	213	2,089.53	79.11
39 Town of Killam	844	7,747.92	918	9,005.58	1,257.66
40 City of Lacombe	14,229	130,622.22	14,258	139,870.98	9,248.76
41 Lacombe County	10,807	99,208.26	10,283	100,876.23	1,667.97
42 Village of Lougheed	281	2,579.58	225	2,207.25	(372.33)
43 Mountain View County	13,877	127,390.86	12,981	127,343.61	(47.25)
44 SV of Norglenwold	275	2,524.50	306	3,001.86	477.36
45 Town of Olds	9,567	87,825.06	9,209	90,340.29	2,515.23
46 Palintearth County	2,138	19,626.84	1,990	19,521.90	(104.94)
47 SV of Parkland Beach	154	1,413.72	168	1,648.08	234.36
48 Town of Penhold	3,928	36,059.04	3,484	34,178.04	(1,881.00)
49 Town of Ponoka	7,518	69,015.24	7,331	71,917.11	2,901.87
50 Ponoka County	10,372	95,214.96	9,998	98,080.38	2,865.42
51 Town of Provost	1,870	17,166.60	1,900	18,639.00	1,472.40
52 MD Provost	2,183	20,039.94	2,071	20,316.51	276.57
53 Red Deer County	21,930	201,317.40	19,933	195,542.73	(5,774.67)
54 Town of Rimbey	2,625	24,097.50	2,470	24,230.70	133.20
55 SV of Rochon Sands	79	725.22	97	951.57	226.35
56 Town of Rocky Mtn. House	6,603	60,615.54	6,765	66,364.65	5,749.11
57 Village of Rosalind	184	1,689.12	162	1,589.22	(99.90)
58 Village of Sedgewick	816	7,490.88	761	7,465.41	(25.47)
59 Town of Stetter	5,752	52,803.36	5,695	55,867.95	3,064.59
60 Stettler County	5,777	53,032.86	5,666	55,583.46	2,550.60
61 SV of Sunbreaker Cove	94	862.92	131	1,285.11	422.19
62 Town of Sundre	2,544	23,353.92	2,672	26,212.32	2,858.40
63 Town of Sylvan Lake	16,802	154,242.36	15,995	156,910.95	2,668.59
64 SV of White Sands	135	1,239.30	174	1,706.94	467.64
	231,303	2,123,361.54	222,026	2,178,075.06	54,713.52 TOTAL

Brief Notes – September 2025

INCOME

- 1.1 The Provincial Operating grant is an estimate, based on statements from the Public Library Services Branch (PLSB) calculated at \$4.75 per capita.
- 1.2 The On Reserve, On Settlement grant for reserve residents is calculated at \$10.35 per capita
- 1.3 Estimated requisition to municipalities to balance budget increase to \$9.81
- 1.4 Based on statements from PLSB and calculated at \$5.60 per capita
- 1.5 Increase reflects the changes in interest rates and estimated returns on investments

SUPPORT MATERIALS & SERVICES DIRECT TO LIBRARIES

- 2.1 Estimate, based on statement from PLSB - see 1.4 above
- 2.2 Reflects materials allotment rate of \$1.13 per capita and reduced population
- 2.3 Line increased slightly due to increase costs for maintenance agreements with Sitecore (websites), Polaris (the Integrated Library system), and a few others that renewed at higher rates. This line also includes purchases of non-capital hardware and misc. IT items such as adapters, cables, and supplies. For software, subscriptions, maintenance agreements, ongoing website development, the Microsoft Office suite of software for PRLS and member library computers, and PRLS' management of wireless networks
- 2.4 Cooperative Collection Fund – funds to allow Parkland staff to purchase physical materials (e.g., books and DVDs) for placement in member libraries with the intent of reducing interlibrary loans and improving the system-wide collection
- 2.5 This line increased slightly due to license agreement renewals
- 2.6 This line is for the expenses of the On Reserve, On Settlement grant provided through a provincial government grant program calculated at \$5.60 for library service to the indigenous residents of Parkland's six First Nations Reserves
- 2.7 Held at 2024 level - for vendor freight costs for library materials, in-house collections, IT equipment and shipment of computers for repairs and/or replacement parts
- 2.8 Increased to account for demands from member libraries
- 2.9 Increased slightly to \$6,700 – Tools to assist with cataloguing library materials
- 2.10 Held at 2024 level - used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS
- 2.11 Reduced as this is based on current population at \$0.30 per capita
- 2.12 Held at \$800 - operating funding provided to PRLS' four outlet libraries
- 2.13 Held at \$1,000 - based on actual expenditures
- 2.14 Held at 2024 level - includes both Inter Library Loan postage reimbursement to libraries and Inter Library Loans sent from HQ for libraries
- 2.15 Held at 2024 level - used for purchasing library material processing items such as laminated book covers, cataloguing records, and multimedia cases

- 2.16 Increased slightly - for the operations of three cargo vans and two staff vehicles - anticipated maintenance costs for five vehicles and fuel, using an estimate of actual costs and considering variances for fuel costs
- 2.17 Held at \$14,000 - includes costs for all workshops, conferences, projects, and training activities for library managers, staff, and boards

PRLS Circulating Collections

- 2.18 Held at 2024 level \$5,000
- 2.19 Increased due to demands by libraries and renewal of license agreements includes allotment for eBooks, eAudiobooks and other eContent agreements
- 2.20 Held at 2024 level \$12,000
- 2.21 Held at 2024 level \$5,000
- 2.22 Held at 2024 level \$2,600

COST OF SERVICES

- 3.1 Increased - the 2025 audit fees are estimated because Parkland's current three-year agreement for audit services with MNP will expire and it will be necessary to review Parkland's audit service provider
- 3.2 Reduced slightly to \$1,500 - covers the cost of enhanced electronic banking services and cheques
- 3.3 Held at 2024 level of \$4,700 based on review of actual over a three-year period
- 3.4 Increased to \$27,250 - actual costs reviewed plus an estimated increase in the maintenance agreement renewal for the elevator
- 3.5 Held at 2024 level \$13,000 - to cover PRLS' cost to belong to membership organizations (e.g., The Alberta Library (TAL), Alberta Library Trustee Association (ALTA), etc.)
- 3.6 Increased slightly to \$26,500 based on actual and anticipated increases - covers five vehicles, cyber insurance, and new building
- 3.7 Increased slightly to \$37,600 - for janitorial building maintenance including carpet and window cleaning - also includes outside building maintenance and snow removal
- 3.8 Held at 2024 level - reflects fees for photocopiers and based on estimated usage
- 3.9 Reflects current staff levels - includes new salary grid and compensation policy implementation
- 3.10 Reflects predicted costs for staff benefits based on current staff levels
- 3.11 Held at the 2024 amount
- 3.12 Held at 2024 level \$29,000 - based on a five-year review
- 3.13 Increase slightly to \$9,000 - includes line charges, toll free number, mobile telephones, and long-distance costs
- 3.14 Reduced to \$3,500 - since Parkland started running two staff vehicles, mileage reimbursement has dropped in addition to reallocation of food expenditures when doing offsite training or workshops - based on 5-year review of actual expenses

- 3.15 Held at 2024 level of \$26,000 – includes Executive and Advocacy committee meetings, external meetings for trustees, and to support trustee activities using virtual and in person meetings as established
- 3.16 Held at 2024 of \$34,000 - based on review of actual costs in the new building and then estimated

Complete Notes to the 2025 Budget

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2025 Budget

	Present Budget	Proposed Budget
	2024	2025
Income		
1.1 Provincial Operating Grant	1,045,242	1,045,242
1.2 On Reserve, On Settlement Grant	156,647	156,647
1.3 Membership Fees	2,123,362	2,178,075
1.4 Alberta Rural Library Services Grant	452,928	452,928
1.5 Interest Income	50,000	67,500
TOTAL Income	3,828,179	3,900,392

Income – line details

1.1 Provincial Operating Grant:

for budgeting purposes, the provincial operating grant rate is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2019 population statistics at \$4.75 per capita - this rate is subject to change annually.

1.2 On Reserve, On Settlement Grant:

The On Reserve, On Settlement grant from the PLSB is calculated at \$10.35 per capita based on First Nations reserve populations found within Parkland's service area. The grant is to enable library services to FN reserve residents. This is composed of two grants; the \$4.75 system operating grant and the \$5.60 per capita operating grant. The \$4.75 is used to fund operations of the regional system, the \$5.60 per capita is to fund various First Nations service initiatives. See line 2.6.

1.3 Membership Fees:

\$9.81 per capita – requisition to municipalities to balance the budget, a sixty-three cent increase per capita.

*1.4 Alberta Rural Library
Services Grant:*

grant received from Alberta Municipal Affairs for service to rural residents. Based on the PRLS membership agreement for those municipalities and municipal districts who do not appoint a library board, the grant is dispersed entirely to libraries as directed by these municipalities and municipal districts. Based on information from the PLSB, the grant will be calculated using 2019 population statistics at \$5.60 per capita – see line 2.1 under Support Materials & Services Direct to Libraries.

1.5 Interest Income:

estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account – the budgeted amount is reflective of the anticipated return on investments with an increase.

Support Materials & Services Direct to Libraries		2024	2025
2.1	Alberta Rural Library Services Grant	452,928	452,928
2.2	Allotment Funds Issued to Libraries	262,277	251,794
2.3	Computer Maint.Agree. Software licenses	231,308	236,627
2.4	Cooperative Collection Fund	30,000	30,000
2.5	eContent Platform fees, Subscriptions	66,050	66,850
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	8,820	11,025
2.9	Library Services Tools	6,530	6,700
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	69,391	66,608
2.12	Outlets - Contribution to Operating	800	800
2.13	Periodicals	1,000	1,000
2.14	ILL Postage for libraries	2,300	2,300
2.15	Supplies purchased Cataloguing/Mylar	19,000	19,000
2.16	Vehicle expense	56,000	58,000
2.17	Workshop/Training expense	14,000	14,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	67,500	75,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Reference	2,600	2,600
TOTAL Support Materials & Services Direct to Libraries		1,418,460	1,423,188

Support Materials & Services Direct to Libraries - line details

2.1 Alberta Rural Library Services Grant:

provincial grant received by PRLS for municipalities and municipal districts that do not have library boards but are members of the system – per membership agreement, the grant is passed back to the libraries as mandated by the municipalities – see line 1.4 under income.

2.2 Allotment Funds Issued to Libraries:

reflects materials allotment rate of \$1.13 per capita – total amount reduced due to the switch back to the Municipal Affairs Population Lists with the subsequent loss of 9,277 population.

*2.3 Computer Maint. Agree.
Software Licences:*

line increased slightly due to increase costs for maintenance agreements with Sitecore (websites), Polaris (the Integrated Library system), and a few others that renewed at higher rates – this line covers, but is not limited to, the Microsoft suite of software for member library computers, website software, PRLS' management of wireless networks, licensed services for the Polaris integrated library system, and small non-capital IT items such as monitors and bar code scanners.

2.4 Cooperative Collection:

designed to give Parkland staff a budget line for the purchase of physical materials (e.g., books, DVDs) for placement in member libraries with the intent of reducing interlibrary loans and augmenting the collections of member libraries. By using interlibrary loan and collection assessment data, Parkland can target spending so member library collections better reflect patron needs and improve the system-wide collection.

*2.5 eContent Platform fees
and Subscription fees:*

increased slightly – to pay for platform fees for CloudLibrary and Overdrive, and subscriptions for the TAL core of eResources (Ancestry Library Edition and Consumer Reports) along with CloudLinking, Niche Academy, Cypress Resume, Grant Connect, and eMagazines.

*2.6 On Reserve, On
Settlement Grant Exp:*

funding provided through a provincial government grant program calculated at \$5.60 per capita for library service to the indigenous residents of Parkland's six First Nations reserves.

2.7 Freight:

vendor freight costs for library materials, in-house collections, computers, IT equipment and shipment of computers for repairs and/or replacement parts – held at 2024 level.

2.8 Internet Connection

Fees:

estimated as five-year contract will need to be renewed and because of performance demands by libraries - for internet service provision to member libraries and HQ.

2.9 Library Services Tools:

slight increase, based on actual costs then estimated— includes tools for Parkland’s cataloguing staff (RDA tool kit, Web Dewey, BookWhere) as well as Audio Cine, Survey Monkey, Loomly, and LibraryData.

2.10 Marketing/Advocacy:

amount held at the same level as 2024 – used to provide tools for marketing, advocacy and other initiatives for member libraries and PRLS.

2.11 Member Library

Computers:

reduced due to lower system population - income collected for transfer to the Technology Reserve for the purchase of computers and peripherals for member libraries in the year the funds are collected. Calculated at thirty cents per capita.

*2.12 Outlet - Contribution
to Operating:*

held at \$800 - funds for Parkland’s four outlet libraries, amounts set by board policy, up to \$200 annually, if a local library outlet’s sponsoring society provides matching funds.

2.13 Periodicals:

held at 2024 level – based on actual, includes professional development publications and library journals.

2.14 ILL Postage

Reimbursement

for Libraries:

held at 2024 level - based on actual and estimations – reimbursement for items interlibrary loaned (ILL) by member libraries and ILL’s sent for libraries from Parkland.

2.15 Supplies purchased

Cataloguing/Mylar:

held at 2024 level – based on review of 3-year actual, line for purchasing library materials processing, laminated book covers, cataloguing records, and multimedia cases.

2.16 Vehicle Expense:

increased slightly – estimates for fluctuation in fuel prices, also includes anticipated maintenance and repair costs for the operation of five vehicles (3 cargo and 2 staff vehicles) includes tire replacements.

2.17 Workshop/Training: includes costs for all workshops, conferences, projects, and training activities hosted or planned by PRLS staff for member libraries regardless of whether they are held at PRLS or other locations – also includes the reallocation of food expenditures from the line 3.14 - held at 2024 amount.

PRLS Circulating Collections

2.18. Audiobook Materials: held at 2024 level – used to support the physical audiobook collection.

2.19 eContent: increased due to demands by libraries and renewal of licence agreements - includes allotment eBooks and eAudiobooks through CloudLibrary and Overdrive, and potentially other eContent.

2.20 Large Print Books: held at 2024 level to help refresh the collection.

2.21 Programming Kits: held at 2024 level - to build new programming kits and replace consumables in current kits for programming in member libraries.

2.22 Reference Materials: held at 2024 – to purchase limited amounts of reference material for use by member libraries and PRLS staff; eResources for reference and professional development purposes can also be purchased using this budget line.

Cost of Services		2024	2025
3.1	Audit	21,000	25,000
3.2	Bank expenses	1,700	1,500
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance.	23,500	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	25,000	26,500
3.7	Janitorial/Snow removal/Outdoor maintenance expense	36,500	37,600
3.8	Photocopy	4,000	4,000
3.9	Salaries	1,777,903	1,828,510
3.10	Salaries - Employee Benefits	376,916	387,644
3.11	Staff Development	20,000	20,000
3.12	Supplies/Stationery/Building	29,000	29,000
3.13	Telephone	8,500	9,000
3.14	Travel	8,000	3,500
3.15	Trustee expense	26,000	26,000
3.16	Utilities	34,000	34,000
TOTAL Cost of Services		2,409,719	2,477,204

Cost of Services – line details

- 3.1 Audit:* increased - the 2025 audit fees are estimated because Parkland's current three-year agreement for audit services with MNP will expire and it will be necessary to review Parkland's audit service provider - includes costs for an annual letter from PRLS' lawyers required for the audit process.
- 3.2 Bank Expenses:* based on actual - to cover the cost of enhanced electronic banking services and cheques – reduced slightly from 2024 level.
- 3.3 Bank Investment Fees:* fee for management of the RBC Dominion investment program – based on review of actual charges – held at 2024 level.
- 3.4 Building-Repair/Maintenance:* increased - actual costs reviewed plus an estimated increase in the maintenance agreement renewal for the elevator.

*3.5 Dues/Fees/
Memberships:*

held at 2024 level - for Parkland's membership in professional organizations; may include, but not necessarily be limited to: The Alberta Library (TAL), Alberta Library Trustee Association (ALTA), Alberta Association of Library Technicians (AALT), Public Library Associations (PLA), Rural Municipalities of Alberta (RMA), and American Library Association (ALA)

3.6 Insurance:

this line has a slight increase - includes the building, HQ's contents, PRLS' outlet libraries contents, five vehicles, general liability, cyber, bond and crime, employee drivers abstracts, and personal vehicles insurance reimbursement for personal vehicle use - based on a review of actual 3-year costs.

*3.7 Janitorial/Outdoor
Maint. Expense:*

increased slightly to \$37,600 - for janitorial building maintenance including carpet and window cleaning, outside building maintenance, and snow removal.

3.8 Photocopy:

reflects fees for photocopiers and estimated usage, based on 3-year average costs.

3.9 Salaries:

to reflect the current staffing levels - includes new salary grid and compensation policy implementation.

*3.10 Salaries-Employee
Benefits:*

to reflect predicted costs for staff benefits based on current staff levels and being provided full benefits including, but not limited to, LAPP, Blue Cross.

3.11 Staff Development:

funds PRLS staff to attend and travel to continuing education activities such as seminars, conferences, technology/training courses, first aid training, along with staff performance and support items, activities, and food- held at \$20,000.

*3.12 Supplies/Stationery/
Building:*

based on five-year review and held at 2024 level - includes, but not limited to, book processing-related supplies such as barcodes, barcode label protectors, new plastic patron membership cards supplied to public libraries, regional systems swag, and building and stationery supplies.

- 3.13 Telephone:* based on actual and increased slightly - includes line charges, toll free number, mobile telephones, and long-distance costs.
- 3.14 Travel:* reduced - since Parkland started running two staff vehicles, mileage reimbursement has dropped – also a reallocation of food expenditures when doing offsite training or workshops to line 2.17 - based on 5-year review of consulting travel to public libraries, administrative travel, annual IT visits, and staff travel to workshops and conferences (includes reimbursement at \$0.550 per km to staff when they are unable to use the PRLS staff vehicles)
- 3.15 Trustee Expense:* accounts for a 10-member Executive Committee and a 10-member Advocacy Committee meeting 7 times a year, costs for other ad hoc or working group meetings, includes \$100 half day/\$200 full day honorarium and mileage for mixed committee meetings where members can meet digitally and/or in person (includes meetings the board members attend on PRLS' behalf) – held at 2024 level.
- 3.16 Utilities:* held at 2024 level - based on multi-year review of actual expenses in the new building.

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2025 Budget

	Present Budget 2024	Proposed Budget 2025
TOTAL Income	3,828,179	3,900,392
TOTAL Support Materials & Services Direct to Libraries	1,418,460	1,423,188
TOTAL Cost of Services	2,409,719	2,477,204
TOTAL Expenses (library materials & cost of service)	3,828,179	3,900,392
Surplus/Deficit	0	0
AMOUNT PER CAPITA REQUISITION	9.18	9.81

Budget Supplement

Explanation points to the 2025 Budget dealing with Capital Assets, Amortization and Reserves.

Staff make all applicable computer and vehicle purchases directly from reserves.

For IT purchases, PRLS has a very detailed Technology Replacement Schedule as it relates to maintaining our current IT infrastructure and the purchase of computers for member libraries. Based on PRLS' Technology Replacement Schedule, items being identified as needing to be replaced or newly acquired will have their costs estimated with the funds required for purchase included in the notes section of the Budget Supplement document. This amount will be shown as coming from the Technology Reserve. The amortization expense for IT purchases will be allocated and the residual value set aside in the Amortization Reserve.

Parkland will be purchasing no vehicles in 2025. The amortization expense for vehicle purchases will be allocated and the residual value set aside in the Amortization Reserve when applicable.

In passing the budget, Board members are approving the movement of funds between reserves and operating as defined on the following pages and based on policy.

Parkland Regional Library System

Budget Supplement - Movement of Funds - 2025

Explanation points to the 2025 Budget dealing with Capital Assets, Amortization and Reserves.
 In passing the budget you agree to the movement of funds between reserves and operating
 as defined below and based on policy.
 Capital assets will be purchased from reserves.

1 MOVEMENT OF FUNDS FROM RESERVES TO OPERATING INCOME	2025	
Amortization Reserve		
Anticipated funds required to cover yearly portion of amortization expense from reserve w/o building <i>(actual amount will be affected by asset disposals during the year)</i>	\$64,913	A
Vehicle Reserve		
Anticipated funds required to purchase new vehicles <i>(actual amount will be based on exact purchase price in the year)</i>	\$0	B
Technology Reserve		
Anticipated funds required for Technology purchases <i>(may include member library computers, wireless equipment, SuperNet CED units, PRLS assets)</i> <i>(Estimated capital PRLS assets - 2025, \$44,400 -B)</i>	\$250,400	
	\$315,313	
<hr/>		
2 INCOME FROM THE SALE OF CAPITAL ASSETS		
Vehicle selling price <i>(actual amounts will be based on exact selling price in the year)</i>	\$0	C
	\$0	
<hr/>		
3 MOVEMENT OF FUNDS FROM OPERATING EXPENSE TO RESERVES		
Amortization Reserve		
Residual Amortization anticipated - PRLS assets	\$19,980	B
Current Year Amortization estimated - PRLS Assets <i>(actual amounts will be based on exact purchase amounts in the year)</i>	\$24,420	B

Vehicle Reserve

Proceeds from the sale of vehicles \$0 C
(actual amounts will be based on exact selling price in the year)

Technology Reserve

Budgeted for member library computers \$66,608

\$111,008

4 CAPITAL ASSET EXPENSE ALLOCATION

Amortization expense anticipated w/o building \$64,913 A
(actual amount will be affected by asset disposals during the year)

Amortization expense anticipated for building \$78,939

\$143,852

Speaking points for Parkland's 2025 Budget

Highlights include:

A switch from Treasury Board Estimates back to Municipal Affairs Population Lists meant a 9,277 drop in population for Parkland.

Due to the switch, 18 municipalities will see a reduction in the requisition in 2025.

Included in your package is a sheet showing what we are anticipating billing municipalities for in 2025 so you can see how the change in population is affecting your municipality.

For 2025, the municipal requisition increase will be \$0.63 cents per capita bringing the rate to \$9.81.

While the per capita rate is going up to account for the population change, overall expenditures are anticipated to increase by only 1.9% in 2025.

The current rate of inflation is running about 2.7% so Parkland's overall increase is well below inflation.

The total estimated requisition for 2025 equals \$2,178,075 with the levy increase amounting to only \$54,713 spread over all PRLS municipalities.

Approximately 42.4% of PRLS' income will come from Government of Alberta grants in 2025.

As for specific lines in the budget:

- A new board mandated salary grid will be implemented (+\$50,607 line 3.9, benefits +\$10,728 line 3.10) – this is the cost just to put staff on the new nine step grid (down from 15 steps).
- No COLA was added to the grid, nor were step increases awarded to staff. The increase to the salary line equals approximately 2.8%.
- Internet connection fees have been increased slightly due to demands from member libraries (+\$2,205 line 2.8).
- eContent (eBooks, eAudiobooks, etc.) has been increased slightly due to demand and to offset the drop in materials allotment (+\$7,500 line 2.19).
- We anticipate an increase in audit fees - our 3 year contract with MNP expires after the 2024 audit (+\$4,000 line 3.1).
- Building Maintenance fees are up because of the costs for maintaining an elevator (+\$3,750 line 3.4).
- The travel line has continued to drop over the years (we are running 2 staff vehicles so mileage reimbursement is lower for personal vehicle use (-\$4,500 line 3.14).
- Allotment is down (-\$10,483 line 2.2) because of the 9,277 drop in population – allotment is calculated at \$1.13 per capita.
- We are maintaining the Cooperative Collection Fund @ \$30,000 (line 2.4).

- Per capita computer allotment is down for 2025 (-\$2,783 line 2.11).

Capital Purchases for 2025 (Budget Supplement)

- IT purchases equal \$250,400 for computers and SuperNet devices for member libraries in 2025.
- No other major capital purchases are planned.

Finally, you will see from the *Return on Municipal Levy* document that 92% of the requisition paid into Parkland is being returned directly to member libraries.