

Agenda
 For Summer Village of Rochon Sands
 Regular Meeting of Council
January 09, 2024 @ 6:00 PM
 Municipal Office and Via Zoom for Public

		Page #
1.	Call to Order	
2.	Approval of Agenda/Additions	
3.	Public Hearing	
3.1.	None Scheduled	
4.	Delegations/Guests	
4.1.	Craig Suchy, Jim Blaney – WSP Canada Inc.	2,3
5.	Approval of Previous Minutes	
5.1.	December 12, 2023, SVRS Regular Council Meeting Minutes	4-7
6.	Business Arising from Previous Minutes	
6.1.	Snak Shak Update	8,9
7.	Financial Reports	
7.1.	Financials - Operating Revenue & Expenditures to December 31, 2023	10
7.2.	Financials - Capital Revenue & Expenditures to December 31, 2023	11
7.3.	Financials - December Cheque Listing to December 31, 2023	12,13
7.4.	Financials – December Bank Reconciliation to December 31, 2023	14
8.	New Business	
8.1.	Summer Village of Rochon Sands Cloud Server Option	
9.	Council/Committee Reports	
9.1.	Mayors Report	
9.2.	Councillor Reports	
10.	CAO and Staff Reports	
10.1.	CAO Report	15
11.	Correspondence/Information/Reports	
11.1.	Local Government Fiscal Framework Program	
11.1.1.	Letter from Minister Ric Mclver, Minister of Municipal Affairs	16,17
11.1.2.	Association of Summer Villages of Alberta – Letter to Summer Villages	18
11.1.3.	Association of Summer Villages of Alberta – Letter to Honourable Mclver	19-22
11.2.	Intermunicipal Collaboration Letter for Septic Tank Disposal – Mayor Hiller to Reeve Clarke & Mayor Thurston	23
12.	In Camera (Closed Session)	
13.	Next Regular Meeting Date – February 13, 2024	
14.	Adjournment	



PROJECT CHANGE REQUEST (PCR)

PROJECT DATA

PROJECT #: 211-04102-00 PCR # PCN-0001R
 PROJECT NAME: SV of Rochon Sands - East Beach Street Shoreline Stabilization REVISION: 1
 PCR TITLE: ADDITION OF WORK TO MSA

DESCRIPTION:

As a result of erosion, drainage, and access issues with East Beach Street, the following work is required to make the necessary improvements. 1. Meet with Provincial authorities to discuss project, funding, timelines, potential solutions, and steps moving forward. 2. Review past work and investigate Federal and Provincial approvals required. 3. Prepare initial work plan and cost estimates for Council and Provincial approval. 4. Carry out preliminary investigations to determine existing elevations and constraints (Topographic Survey) 5. Prepare up to 3 design concepts for presentation to the residents and council. (Additional investigations, preliminary design, detailed design, approvals, tendering, and construction tasks to follow).

REFERENCE DOCUMENTATION

Client email request of April 28, 2023.

REASON FOR CHANGE

- SCOPE CHANGE CONTRACT CHANGE
 EXECUTION CHANGE OTHER: _____
 SCHEDULE CHANGE

IMPACT ASSESSMENT

EXECUTION IMPACT:

SCHEDULE IMPACT:

COST IMPACT:

HOURS	LABOR COST	EXPENSES	SUBS/ALLOWANCE	TOTAL
127	\$18,500	\$1,500	\$0	\$20,000

COMMERCIAL TERMS

- LUMP SUM / FIXED FEE T&M OTHER
 COMMENT:

APPROVAL

WSP APPROVAL:

SIGNING AUTHORITY NAME

DATE: 4-May-23

CLIENT APPROVAL:

SIGNING AUTHORITY NAME

DATE: May 10, 2023

MINUTES

Regular Meeting of the Council of the Summer Village of Rochon Sands

held on December 12, 2023, at 6:00 PM
at the Municipal Office, #1 Hall Street, Rochon Sands
and via Zoom on Electronic Devices.

Present: Mayor D. Hiller
Councillor J. Byer
Councillor B. Brinson
Administrator J. Jacobson

Public (1): S/Sgt. Cam Russell, Detachment Commander, Stettler RCMP

1. Call to Order

Meeting called to order by Mayor Hiller @ 6:03 PM.

2. Approval of Agenda/Additions

- 8.4 Summer Village of Rochon Sands GIC Renewals
- 8.5 Intermunicipal Collaboration Septic Waste Study
- 8.6 Resident request for Shoreline Management Issue
- 8.7 Ice Rink Management

RES 23-12-01 Motion by Councillor Brinson to accept the agenda as amended.

Carried

3. Public Hearing

- 3.1. None scheduled.

4. Delegations/Guests

- 4.1. RCMP - S/Sgt. Cam Russell, Detachment Commander, Detachment Update
 - Reported on the quarterly Community Policing Report that covered the July 1st to September 30th, 2023 reporting period. Provided written and verbal report on the trends of Stettler and the County. Calls are trending slightly downward.
 - Stressed the importance of communication - critical to be proactive rather than reactive. Ongoing engagement and the feedback provided guides the Detachment team and supports the reinforcement of the communities' policing priorities.

5. Approval of Previous Minutes

- 5.1. November 14, 2023, SVRS Regular Council Meeting Minutes

RES 23-12-02 Motion by Councillor Byer to accept the Summer Village of Rochon Sands 11-14-2023 Regular Council Meeting Minutes as presented.

Carried

6. Business Arising from Previous Minutes

- 6.1. Snak Shak Update

RES 23-12-03 Motion by Mayor Hiller to direct Administration to:

- Investigate the procedures required to subdivide a piece of land from the Municipal Reserve.

- Post the Snak Shak Option Report on the SVRS website and Facebook page.

Carried

7. Financial Reports

- 7.1. Financials - Operating Revenue & Expenditures to November 30, 2023
- 7.2. Financials - Capital Revenue & Expenditures to November 30, 2023
- 7.3. Financials - November Cheque Listing to November 30, 2023
- 7.4. Financials - October Bank Reconciliation to October 31, 2023
- 7.5. Financials - November Bank Reconciliation to November 30, 2023
- 7.6. Tax Trial Balance as of December 8, 2023

RES 23-12-04 Motion by Mayor Hiller to accept the financial reports and statements as presented.

Carried

8. New Business

- 8.1. RFD – SV Rochon Sands – Interim Operating Budget for 2024

RES 23-12-05 Motion by Mayor Hiller to approve the 2024 interim operating budget.

Carried

- 8.2. RFD – Office Christmas Hours

RES 23-12-06 Motion by Councillor Brinson to approve the 2023 Office Christmas Holiday Hours. The SVRS Office will be closed December 27th, 28th and 29th.

Carried

- 8.3. Schedule 2024 Strategic Planning Session

Tabled to future meeting.

- 8.4. 2024 GIC Renewals

RES 23-12-07 Motion by Councillor Brinson that the Summer Village of Rochon Sands Council approve that in December 2023:

- \$200,000 be invested in a 1-year RBC Cashable GIC at 4.5% interest.
- \$200,000 be invested in a 1-year RBC Prime Linked Cashable GIC at 4.75% interest.
- \$250,000 be invested in a 1-year RBC Non-Redeemable GIC at 5.8% interest.

Carried

- 8.5. Intermunicipal Collaboration Septic Waste Study

RES 23-12-08 Motion by Mayor Hiller to direct Administration to draft a letter to the Summer Village of White Sands and the County of Stettler to form an Intermunicipal Collaboration Committee to investigate a solution for septic waste disposal.

Carried

8.6. Resident request for Shoreline Management Issue
RES 23-12-09 Motion by Mayor Hiller to direct Administration to contact Alberta Environment to determine requirements within the Recreation Lease to manicure the cattails along the shoreline in the area where Dr. Zender's boathouse used to be.

8.7. Ice Rink Maintenance
RES 23-12-10 Motion by Mayor Hiller to direct Administration to replace the hockey goals that are in disrepair with a budget of not more than \$750.00.

9. Council/Committee Reports

9.1. Mayors Report

- No meetings to report

9.2. Councillor Reports

- Councillor Brinson
 - Reported on Stettler & District Ambulance Authority
- Councillor Byer
 - No meetings to report

10. CAO and Staff Reports

10.1. CAO Report - Written

RES 23-12-11 Motion by Councillor Brinson to accept Council/Committee and CAO reports as presented.

Carried

11. Correspondence/Information/Reports

11.1. Materials from ABmunis' Town Hall and Submissions on the Local Authorities Election Act & Municipal Government Act Consultations

11.1.1. Slide deck from November 30, 2023 Town Hall meeting.

11.1.2. ABmunis' submission to the province's consultation on the Local Authorities Election Act (LAEA)

11.1.3. ABmunis' submission to the province's consultation on the Municipal Government Act (MGA) and councillor accountability

11.2. Association of Summer Villages of Alberta Annual Report 2022-2023

11.3. Where Does Our Household Recycling Go

RES 23-12-12 Motion by Councillor Byer to accept the reports as information.

Carried

12. In Camera (Closed Session)

1.1. Personnel – Probation - CAO - FOIP Section 19(1)

RES 23-12-13 Motion by Councillor Brinson to go into camera at 7:24 pm.

Carried

RES 23-12-14

Motion by Councillor Byer to come out of camera at 7:47 pm.

Carried

13. Next Regular Meeting Date – January 9, 2024

14. Adjournment

RES 23-12-15

Motion by Mayor Hiller to adjourn the Regular Council Meeting at 7:48 pm.

Carried

The Summer Village of Rochon Sands
Information Request by Council – December 12, 2023
Process For Subdividing Municipal Reserve (MR) Land – Snak Shak

Meeting: Regular Council
Meeting Date: January 9, 2024
Originated by: John Jacobson - Chief Administrative Officer
Title: **Process For Subdividing MR Land – Snak Shak Update**

Agenda Item Number: 6.1

Background/Proposal/Issue:

As per the December 12, 2023, Summer Village of Rochon Sands Council Meeting:

RES 23-12-03 Motion by Mayor Hiller to direct Administration to:

- Investigate the procedures required to subdivide a piece of land from the Municipal Reserve.

The process for subdividing the MR land would require multiple steps.

1. The portion of land that the Snak Shak sits on would need to be re-designated to commercial. This would require a Land Use Bylaw (LUB) amendment application and includes First Reading, Public Hearing, Second and Third Reading. Generally, the amendment process takes 2-4 months to complete and requires approximately 40 hours of PCPS Planner time.
2. Along with the LUB Amendment, PCPS would work through the land disposal process, which is removing the MR designation from the land. Land disposal requires First Reading, then a Public Hearing, and then Second and Third Readings for a decision to remove the MR designation. Once removed, PCPS would work with Land Titles to remove the designation. This process, if done concurrently with the re-designation process, requires approximately 30 hours of PCPS Planner time.
3. Once the above has been completed, you move onto the subdivision process and create a parcel of land where the Snak Shak sits. The subdivision process takes about 2-3 months and approximately 25 hours of PCPS Planner time.

In total, the Summer Village would realize costs of approximately \$15,000 of PCPS expenses to process all the necessary documents to dispose of and sell the land. The timeframe is 4 to 7 months.

If the Summer Village goes ahead with this process and sells the land, any revenues realized from the sale may only be used to fund a public park, a public recreation area, or for school board purposes. This is regulated under the MGA for disposal of MR land (MGA Sections 671 through 675).

Discussion/Options/Benefits/Disadvantages:

Option 1: Do nothing for now. If there is a private sector investor interested in development of a “new Snak Shak”, the process for subdividing the MR land and the cost is known. The costs could be borne by the private sector investor.

Option 2: Begin the process of subdividing the MR land. Approximately \$15,000 would need to be budgeted in 2024. If the SVRS comes up with an “in-house solution” for the Snak Shak, the SVRS will have spent \$15,000 unnecessarily. In addition, it is unknown how much land a private sector investor would want to acquire.

Costs:

Approximately \$15,000 of PCPS expenses to process all the necessary documents to dispose of and sell the MR land.

Recommended Action/Options:

Investigate private sector interest prior to beginning the process for subdividing the MR land.



SUMMER VILLAGE OF ROCHON SANDS

STATEMENT OF OPERATING REVENUE & EXPENDITURES

For the Period Ending December 31, 2023

General Ledger	Description	2022 Actual	2023 Actual	2023 Budget
*	General Administration	(15,449.21)	(19,249.24)	(22,042.00)
*	Protective Services	(480.00)	4.00	(480.00)
*	Transporation	(2,520.00)	(3,200.00)	(4,000.00)
*	Planning & Development	(12,155.73)	(1,776.00)	(7,000.00)
*	Recreation & Parks	0.00	(10,000.00)	0.00
*	Provincial Parks	(205,824.46)	(197,621.55)	(220,200.00)
*	TOTAL Culture	(6,154.80)	(5,000.00)	(6,200.00)
*	Taxes	(443,978.97)	(457,889.99)	(465,752.00)
*	Other Revenue	(3,126.23)	(17,932.60)	(25,000.00)
**	TOTAL REVENUE	(689,689.40)	(712,665.38)	(750,674.00)
*	Council & Legislative	9,378.35	9,648.98	10,000.00
*	General Administration	105,409.21	115,052.20	140,100.00
*	Common Office	10,344.57	10,464.52	13,100.00
*	Assessor	12,274.44	9,195.08	10,900.00
*	Municipal Election	0.00	0.00	200.00
*	Policing	5,349.00	3,162.25	5,400.00
*	Fire Fighting & Preventive	17,578.00	18,301.80	17,500.00
*	Disaster Services	7,091.23	0.00	7,100.00
*	Ambulance	0.00	0.00	0.00
*	Bylaw Enforcement	0.00	0.00	1,000.00
*	Transportation	71,670.15	64,470.09	80,450.00
*	Water Department	2,196.65	6,777.54	6,000.00
*	Landfill & Recycling	10,918.00	9,564.50	15,700.00
*	Planning & Development	9,964.85	12,177.20	14,800.00
*	Parks & Recreation	41,856.20	20,953.48	44,440.00
*	Provincial Parks	155,604.21	156,666.79	154,951.00
*	Culture	9,224.53	13,867.22	6,800.00
*	Contingency	20,088.10	0.00	30,000.00
*	Requisitions	191,628.13	186,281.61	192,200.00
**	TOTAL EXPENSES	680,575.62	636,583.26	750,641.00
***	(SURPLUS)/DEFICIT-Before Amort	(9,113.78)	(76,082.12)	(33.00)

*** End of Report ***



SUMMER VILLAGE OF ROCHON SANDS

STATEMENT OF CAPITAL REVENUE AND EXPENDITURES

For the Period Ending December 31, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget
CAPITAL REVENUE			
5-12-99-92-00-930	Admin - Trsf Fr Operating	(6,679.26)	0.00
5-31-99-91-00-920	Common Services - Drawn fr Reserve	(4,529.07)	0.00
5-32-00-00-00-840	Trans - Provincial Grant	(77,532.79)	(140,000.00)
5-72-00-00-00-830	Parks & Rec - Federal Grant	(13,102.00)	(34,000.00)
5-72-00-00-00-840	Parks & Rec - Provincial Grant	0.00	(20,000.00)
*	TOTAL CAPITAL REVENUE	(101,843.12)	(194,000.00)
CAPITAL EXPENDITURE			
6-12-00-00-00-630	Admin - Computer	6,679.26	0.00
6-31-00-00-00-620	Common Services - Shop Reno	0.00	10,000.00
6-31-00-00-02-630	Common Services - Dump Trailer	0.00	10,000.00
6-31-00-00-03-630	Common Services - Tractor Attach	4,529.07	0.00
6-32-00-00-00-660	Parks & Rec - Trails	8,391.20	0.00
6-32-00-00-02-610	Trans - Hall Street Paving	69,141.59	100,000.00
6-32-00-00-03-610	Trans - Parking Lot	0.00	20,000.00
6-72-00-00-00-620	Parks & Rec - Snack Shack	0.00	20,000.00
6-72-30-00-00-660	Parks & Rec - Village Square	13,102.00	34,000.00
*	TOTAL CAPITAL EXPENDITURE	101,843.12	194,000.00
**	SURPLUS/(DEFICIT)	0.00	0.00

*** End of Report ***



SUMMER VILLAGE OF ROCHON SANDS

Cheque Listing For Council

2024-Jan-5
1:56:43PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
202370433	2023-12-08	641619 ALBERTA LTD.	20	PAYMENT SEPT TO NOV	2,669.63	2,669.63
202370434	2023-12-08	Jacobson Memorials Fund	1	PAYMENT DONATION	100.00	100.00
202370435	2023-12-08	LONGHURST CONSULTING	7410	PAYMENT EMAIL HOSTING	134.72	134.72
202370436	2023-12-08	MUNIWARE (A DIV OF CATALIST)	#INV308308087	PAYMENT MUNIWARE TRAINING	472.50	472.50
202370437	2023-12-08	WEINZIERL, ERIN	2023003	PAYMENT TRAINING, AP, TIPPS, PAYROLL	315.00	315.00
202370438	2023-12-08	APEX	58 59	PAYMENT NOV NOV	221.53 98.02	319.55
202370439	2023-12-08	DIRECT ENERGY , 770001455755	36	PAYMENT NOV	183.02	183.02
202370440	2023-12-08	DIRECT ENERGY , 770001455987	31	PAYMENT SHOP POWER NOV	156.33	156.33
202370441	2023-12-08	DIRECT ENERGY , 770001456209	36	PAYMENT NOV	315.66	315.66
202370442	2023-12-08	DIRECT ENERGY , 770001779105	34 36 37	PAYMENT SEPT OCTOBER NOV	(155.74) 144.32 124.72	113.30
202370443	2023-12-08	DIRECT ENERGY , 770001779345	33	PAYMENT NOV	1,602.09	1,602.09
202370444	2023-12-08	PITNEY WORKS	4	PAYMENT INK	146.98	146.98
202370445	2023-12-08	SPACEX CANADA CORP., STARLINK	5240542-67078-8	PAYMENT INTERNET	147.00	147.00
202370446	2023-12-08	TELUS COMMUNICATION	63	PAYMENT NOVEMBER	122.06	122.06
202370447	2023-12-29	JACOBSON, JOHN C				
202370448	2023-12-22	CANADA REVENUE AGENCY	57	PAYMENT M202312	2,130.86	2,130.86
202370449	2023-12-22	EVERETT, CLIFF	8	PAYMENT SAND AND PLOW	162.50	162.50
202370450	2023-12-22	FEDERATION OF CANADIAN MUNICIPALITIES	INV-38619-C1Q5Z	PAYMENT 2024 ANNUAL MEMBERSHIP	116.76	116.76
202370451	2023-12-22	FIVE STAR VENTURES	33119 33170 33197 33494	PAYMENT CARDBOARD CARDBOARD CARDBOARD CARDBOARD	63.00 63.00 63.00 52.50	241.50
202370452	2023-12-22	Government of Alberta, c/o Ministry of Public Safe	14928	PAYMENT Q4	35,545.01	35,545.01
202370453	2023-12-22	JACOBSON, JOHN	3	PAYMENT BLUE CROSS BENEFITS	186.36	186.36
202370454	2023-12-22	PARKLAND REGIONAL LIBRARY	240157	PAYMENT 2024 Q1	190.38	190.38
202370455	2023-12-22	STETTLER WASTE MANAGEMENT AUTHORITY	SWM0004150	PAYMENT Q4	1,810.50	1,810.50



SUMMER VILLAGE OF ROCHON SANDS

Cheque Listing For Council

2024-Jan-5
1:56:43PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
202370456	2023-12-22	WTS MANUFACTURING & SALES INC.	4213	PAYMENT PICNIC TABLES	7,875.00	7,875.00
202370457	2023-12-22	APEX	60 61	PAYMENT NOV NOV	98.02 221.53	319.55
202370458	2023-12-22	DIRECT ENERGY , 770001455755	37	PAYMENT DEC	155.14	155.14
202370459	2023-12-22	DIRECT ENERGY , 770001455987	32	PAYMENT DEC	148.08	148.08
202370460	2023-12-22	DIRECT ENERGY , 770001456209	38	PAYMENT DEC	295.91	295.91
202370461	2023-12-22	DIRECT ENERGY , 770001779105	38	PAYMENT DEC	126.80	126.80
202370462	2023-12-22	DIRECT ENERGY , 770001779345	34	PAYMENT DEC	1,523.36	1,523.36
202370463	2023-12-22	RBC VISA	199 200	PAYMENT DEC EFAX	147.00 122.89	269.89
202370464	2023-12-22	TELUS COMMUNICATION	64	PAYMENT NOV	122.06	122.06
202370465	2023-12-22	TELUS MOBILITY	30	PAYMENT NOV	148.98	148.98
202370466	2023-12-22	WEINZIERL, ERIN	2023004	PAYMENT DECEMBER	192.50	192.50

Total 62,975.27

*** End of Report ***

**SUMMER VILLAGE OF ROCHON SANDS
BANK RECONCILIATION
AS OF December 31, 2023**

Net Balance at End of Previous Month	\$ 171,124.53
ADD: General Receipts	11,209.89
Interest Earned	27,231.17
Investments Matured	<u>654,645.26</u>
SUBTOTAL	864,210.85
LESS: General Disbursements	62,986.69
Investments	650,000.00
Returned Cheques	0.00
Bank and Credit Card Fees	<u>119.70</u>
SUBTOTAL	<u>713,106.39</u>
NET BALANCE AT END OF CURRENT MONTH - GENERAL	<u><u>\$ 151,104.46</u></u>
Balance at End of Month - Bank	160,706.92
ADD: Outstanding Deposits	4,160.58
LESS: Outstanding Cheques	<u>13,763.04</u>
NET BALANCE AT END OF CURRENT MONTH - GENERAL	<u><u>\$ 151,104.46</u></u>
INVESTMENTS:	
RBC Reserve Account	36,930.05
RBC Investment GIC#13 Cashable Maturing Dec 13, 2024 @ 4.5%	200,000.00
RBC Investment GIC#14 Cashable Maturing Dec 13, 2024 @ Prime Linked	200,000.00
RBC Investment GIC#15 Non-redeemable Maturing Dec 13, 2024 @ 5.8%	<u>250,000.00</u>
SUBTOTAL	<u>686,930.05</u>
TOTAL CASH ON HAND AND ON DEPOSIT	\$ 838,034.51

MAYOR

CHIEF ADMINISTRATIVE OFFICER

CAO Report

January 2024

Councillor Blaine Brinson and I attended the Stettler Regional Emergency Management Tabletop Exercise on December 13, 2023. It was very informative. Representatives from the County of Stettler, the Village of Big Valley, The Village of Donalda, and the Town of Stettler participated in the full day session. The Local Authority Emergency Management Regulation, provides direction on emergency management roles and responsibilities and what is required of municipalities to plan and prepare for the safety of their community. This exercise offered training to participants in the Incident Command System (ICS) used within emergency management, as part of the commitment to ongoing training for all municipal partners and their staff.

Campground Reservation Software Options: Met with Ryan Koeli upon recommendation of Council. Discussed options and will follow-up in January. I also met with our present online campground reservation provider, Campreservations.ca to confirm pricing and training for the 2024 campground season.

PCPS Community Planning Services - process for subdividing the Municipal Reserve (MR) land: In communication with Beth McLachlan – Planner, PCPS Community Planning Services to determine all the steps required and the costs if a piece of MR is subdivided for possible Snak Shak options.

Employment and Social Development Canada (ESDC) - 2024 Canada Summer Jobs (CSJ) Program: Completed the application submissions for 5 summer students. The SVRS has been successful in the past receiving wage subsidies through the CSJ Program. Public sector employers are eligible to receive funding for up to 50% of the provincial minimum hourly wage. CSJ is part of the Youth Employment and Skills Strategy, which is the Government of Canada's commitment to help young people gain the skills, work experience and abilities they need to transition successfully into the labour market.

The **old community hockey nets** were quite dilapidated and non-usable. Council directed Administration at the December Council meeting to purchase community hockey nets for the ice rink in the Bay. Administration was able to acquire 2 heavy duty/puck quality hockey nets in time for the "hockey season in the Bay".

Local residents' Wednesday morning coffee get-together – as additional residents are living year-round in Rochon Sands and area, local residents organized a Wednesday morning drop-in coffee get-together at the Hall which is open to everyone. I continue to attend the coffee get-togethers. It is a good opportunity to socialize with community neighbours. The attendance has been great at the weekly coffee get-togethers.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113125

December 15, 2023

Dear Chief Elected Officials:

The Alberta government recognizes local infrastructure is critical to Albertans and to supporting the province's economy, and we are committed to providing predictable, long-term infrastructure funding for all communities. As part of this commitment, I am pleased to announce the launch of the Local Government Fiscal Framework (LGFF) program, which will enable municipalities and Metis Settlements to build infrastructure and serve their communities more effectively.

With LGFF capital funding starting at \$722 million in 2024, the LGFF strikes a fair balance between predictable funding for communities and fiscal responsibility for government. To ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023, top-up funding will be available for affected communities as part of the transition to the LGFF in 2024. In addition to the legislated LGFF capital funding, based on *Budget 2023* targets and subject to Budget 2024 approval, local governments will have access to \$60 million in LGFF operating funding.

LGFF capital funding in future years will reflect the percentage change in provincial revenues from three years prior. This means in 2025, Alberta communities will receive \$820 million, an increase of nearly 14 per cent, in accordance with growth in provincial revenues between 2021/22 and 2022/23.

For local governments other than Calgary and Edmonton, the LGFF includes a new allocation formula that is substantially different than the one used under the MSI. While the new allocation formula has a greater focus on communities with limited local assessment bases, the formula was chosen to balance the needs of all types of communities – small and large, rural and urban – over the long term. In keeping with our commitment for predictable funding, 2024 and 2025 LGFF capital allocations for all local governments are now available on the program website (www.alberta.ca/local-government-fiscal-framework-capital-funding), to help you plan for the use of this funding. The website also includes a description of the new funding formula.

Last year, we heard through the online survey on the program design that local governments were highly satisfied with how the MSI has been administered. I am pleased to confirm the delivery of the new program will be largely similar to the MSI. While there are some changes to the LGFF capital component when compared to the MSI, we feel strongly these changes will improve the program for local governments and Alberta taxpayers alike. Additional information on the program design will be provided in an email to chief administrative officers, which they should receive shortly.

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In addition, estimated 2024 LGFF operating allocations, subject to approval in Budget 2024, are available on the program website (www.alberta.ca/local-government-fiscal-framework-operating-funding). The allocations will not change from what local governments received in 2023. LGFF operating guidelines will be available in 2024.

I am grateful for your council's work and the work of Alberta Municipalities, Rural Municipalities of Alberta, and the Metis Settlements General Council to help develop the LGFF program and allocation formula. I look forward to working with you to ensure your local infrastructure and operating needs continue to be supported as we grow and strengthen Alberta's economy.

Sincerely,

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

Ric McIver
Minister

cc: Chief Administrative Officers

(received emailed letter from ASVA – January 3, 2024)

Dear Members,

Happy New Year. Hope everyone enjoyed their Christmas season and the great winter weather we are having.

Attached you will find a letter to Minister McIver outlining the ASVA's concerns with the LGFF Capital Allocation formula and more specifically Base funding. Please share this information with all of your Council before January 12, which is 5 days before the ABmunis LGFF Town Hall. We will keep you up-to-date on any response we receive from the Minister's office. The ASVA is currently putting together speaking points and background information on the points made in the letter to the Minister for your use as needed. Our goal is to share that information with you in the next week or so.

The LGFF Capital Allocation program also introduced some new rules and changes from the old MSI program. In our initial review of the guidelines, we identified the following areas as possible concerns for Summer Villages:

- > Clause 5a. Funds are still able to be carried forward for five years. However, time extensions will no longer be permitted and any unspent amount will be reduced from future LGFF allocations
- > Section 6. Although not new this section may become more important as Summer Villages determine how Section 12 - Project Eligibility Restrictions may impact them.
- > Section 7 discusses Asset Management planning and the need for a municipality to answer whether they have one or not.
- > Clause 8g, Maximum Project Commitment Limit. The ASVA is working with Municipal Affairs to understand how this and borrowing clauses might impact Summer Villages. We will provide updates as the information comes to us.
- > Section 12, Project Eligibility Restrictions. Two new measures are introduced that could impact the amount of LGFF received. This section also discusses core infrastructure, asset condition assessment, and asset management plan. It discusses the interplay between those items and eligibility restrictions.

There is still lots of work to do to fully understand the new LGFF program and the ASVA will continue to help Members through the process. If you have any specific areas that you would like ASVA to focus on, please send them to me and the Executive Director.

Regards,

Mike Pashak
President
Association of Summer Villages of Alberta
(403) 620-1543
mike.pashak@shaw.ca



January 3, 2024

Honourable Ric McIver,
Minister, Municipal Affairs

RE: LGFF Capital Funding Allocation Formula

The Association of Summer Villages of Alberta (“ASVA”), representing all 51 Summer Village municipalities in Alberta, would like to thank the Government of Alberta for their work on the LGFF allocation factors. This was important work to ensure the continued viability and sustainability of municipalities in Alberta.

While the ASVA agrees with the majority of the LGFF Capital allocation factors and recognize how they can support the growth pressures a municipality faces and their infrastructure needs, the ASVA is deeply disappointed with the amount of Base funding for Summer Villages. In the recent LGFF allocation factors announcement, all municipalities were given \$150,000 Base funding except Summer Villages that were given \$60,000 Base funding. While all other municipalities received a 36 percent increase in Base funding, the Summer Villages saw a 5 percent decrease in their Base funding. Base funding provides 80% of the total LGFF funding for Summer Villages and is the reason why the ASVA is so disappointed.

The LGFF Capital Funding Allocation Formula Fact Sheet stated that, ***“The base amount was set at a lower level for summer villages because they generally tend to provide fewer year-round services and have less infrastructure than similarly-sized villages.”*** This sentence fails to recognize how Summer Villages have changed. Over the last five years the ASVA has met with various Ministers, MLAs, and Municipal Affairs staff to share how Summer Villages have changed and how that change is driving new demands and needs for infrastructure that is similar to all urban municipalities. Some of that infrastructure is also required to support lake health and address environmental concerns for Alberta’s recreational lakes. It is disappointing that the information shared did not influence the outcome of the new LGFF allocation factors.

Summer Villages are no longer just seasonal communities. They are now vibrant year-round communities that have grown as fast and faster than many of the larger municipalities in Alberta. Fifty percent have grown faster than the average mid-sized city and twenty five percent have grown faster than the top three fastest growing cities in Alberta. That growth has resulted in demands for more year-round urban like infrastructure such as roads and bridges, water and wastewater systems, recreational facilities, stormwater drainage systems, municipal buildings and Broadband. Without sufficient Base funding, Summer Villages will not meet the demands or needs of their residents.



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It is also disappointing that the ASVA did not receive recognition for providing options and information on how the LGFF allocation factors could be structured to the benefit of all municipalities. The ASVA presented an option that would have provided additional support to the largest and fastest growing Summer Villages, which are similar in size to regular Villages. Today, 33 percent of the Summer Villages are larger than the average regular Village and 85 percent are larger than the smallest regular Village. The largest Summer Village is larger than 90 percent of regular Villages. Having a Base fund for Summer Villages that is so significantly less than regular Villages is unfair and may impact the viability of Summer Villages.

The LGFF Capital Funding Allocation Formula Fact Sheet stated that, ***“The LGFF allocation formula for other [non-charter] local governments is a fair and equitable distribution of funding, in recognition of the varying needs of different local governments. The formula is aimed at supporting all types of local governments, ranging from small summer villages to large cities, urban communities with rapidly growing populations...”***

Under the MSI / BMTG program, Base funding for Summer Villages was \$63,000 and 57 percent of what all other municipalities received. Under the new LGFF program, Summer Villages receive \$60,000 and only 40 percent of what all other municipalities receive. In addition to this reduction and from an overall perspective, the largest and fastest growing Summer Villages are seeing reductions to their overall LGFF capital allocation as compared to the last six years under the MSI/BMTG program. On average this group of Summer Villages is experiencing a 10 percent reduction in total funding with some experiencing as much as a 28 percent reduction in total funding.

When comparing smaller Villages to larger Summer Villages, the ASVA found that the two groups are similar in the factors that drive LGFF allocations. Each group has similar amounts of TCA, TCA Amortization expense, and length of Roads. What is different is that the larger Summer Villages tend to have double the population of smaller regular Villages. More importantly what is different is that these Summer Villages receive \$90,000 less in Base funding even though they are growing faster, they have more people to provide services to, and they have similar amounts of assets to manage and maintain.

Given all of the above points, it is hard to understand how Base funding as it is structured under LGFF can be seen as fair and equitable for Summer Villages.

Moving forward there are three items that the Government of Alberta could consider; changing the title of Summer Villages, inclusion of Temporary Residents in the Population count for LGFF allocations, and amendments to the Education property Tax that allow Summer Villages to retain more funding for local projects.



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The title Summer Village no longer reflects the nature of these municipalities. As stated before, Summer Villages have changed and are now year-round communities with year-round infrastructure needs. While Summer Villages are fiercely proud of their history, independence and title, perhaps a title change would act as a catalyst to shift other people's perceptions of Summer Villages.

In 2024, the new Municipal Census Regulation will allow municipalities to conduct their own census. The regulation identifies a Temporary Resident as one that spends the night on Census Day in that dwelling which is not their main residence, and who has a main residence elsewhere in Canada. The Government of Alberta should consider including the Temporary Resident count in the total population count used for LGFF allocations. The inclusion of this count would better represent the actual number of people that a Summer Village must provide infrastructure for and services to.

The final option for consideration is the work that Municipal Affairs has been asked to do in reviewing the feasibility of amending the Education Property Tax to assist municipalities with retaining more funding for local priorities. The ASVA recognizes that this is a shared responsibility between other Ministries. During this review, if there is still a strong belief that Summer Villages provide fewer year round services then this belief should be applied to the recovery of the Education Property Tax. An alternative would be to collect the Education Property Tax on a per capita basis. Since population count features prominently in the LGFF allocation factors it may make sense that it carries over to the Education Property Tax recovery. The ASVA looks forward to providing additional comments as this review proceeds.

Thank you in advance for considering our comments.

Regards,

Mike Pashak
President,
Association of Summer Villages of Alberta (ASVA)
(403) 620-1543
mike.pashak@shaw.ca

CC:

Honourable Danielle Smith, Premier - premier@gov.ab.ca

Honourable Devin Dreesen, Minister of Transportation and Economic Corridors -
Innisfail.Sylvanlake@assembly.ab.ca

Honourable Nate Horner, Minister of Finance - Drumheller.Stettler@assembly.ab.ca



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Honourable Jason Nixon, Minister of Seniors, Community and Social Services -
Rimbey.Rockymountainhouse.Sundre@assembly.ab.ca

Honourable Rick Wilson, Minister of Indigenous Relations - Maskwacis.Wetaskiwin@assembly.ab.ca

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Tuesday, December 19, 2023

His Worship Larry Clarke
Reeve
County of Stettler
Box 1270
Stettler, AB T0C 2L0

His Worship Lorne Thurston
Mayor
Summer Village of White Sands
#10, 19447 Hwy 12
Stettler, AB T0C 2L1

Dear Reeve Clarke & Mayor Thurston:

As of March 16, 2022, the Summer Village of Rochon Sands and the Summer Village of White Sands have not had access to disposing private and public sewage from the Summer Villages to the lagoons within the County of Stettler.

Septic tank waste disposal is a critical aspect of environmental health and public safety that affects our communities. Given the growing challenges associated with this issue, I am writing to propose the establishment of an Intermunicipal Working Committee to collaboratively find a sustainable and cost-effective solution to the challenges associated with septic tank waste disposal.

I am hopeful that we can discuss this further and explore the potential for collaboration between our municipalities. I would appreciate the opportunity to meet with you and other relevant stakeholders to discuss the details and plan the way forward.

Thank you for your time and consideration. I look forward to the possibility of working together for the betterment of our communities.

Sincerely,

Mayor Hiller
Summer Village of Rochon Sands