SUMMER VILLAGE OF WHITE SANDS
COUNCIL MEETING AGENDA
July 20, 2026 @ 9:30 AM
Location: Municipal Office
#8 Front Street, White Sands
and streamed onto YouTube

		Pages
1.	**Call to Order**	
2.	**Adoption of Agenda**	
3.	**Adoption of Previous Minutes**	
3.1.	06 15 2026 Regular Council Meeting Minutes	2
4.	**Public Hearings: None**	
5.	**Delegation: None**	
6.	**Bylaws & Policies:**	
6.1.	RFD – ADM 1.14 Donation Acceptance & Receipting Policy	8
7.	**Business**	
7.1.	RFD - Circular Materials – Depot Operations Agreements	13
7.2.	RFD – Regional Transportation Advocacy Minister Response & Grant Opportunities	66
7.3.	RFD – White Sands Buffalo Lake IDP Advocacy Letter	73
7.4.	RFD – Community Event Signs – Request for Proposal Results and Next Steps	83
7.5.	RFD – Community Hall Expansion – Exercise Area RFP Results and Next Steps	88
7.6.	RFD – Parks and Recreation Committee – Extension of Volunteer Recruitment Deadline	102
7.7.	RFD – No Stone Left Alone – Regional Committee Discussion	104
8.	**Council Reports**	
8.1.	Mayor Zembal (Verbal)	
8.2.	Councillor Thorogood (Verbal)	107
8.3.	Councillor Ashford (Written)	108
9.	**CAO Report**	
9.1.	Written Report with Council Resolution Action List	110
9.2.	Buffalo Ranch Estates Subdivision Status Update	116
10.	**Financials**	
10.1.	Council Revenue and Expenditures as of June 30, 2026	121
10.2.	Capital Revenue and Expenditures as of June 30, 2026	122
10.3.	Financial Report Update	123
11.	**Correspondence**	
11.1.	Resident Correspondence – T. Eagle	125
11.2.	2026 Funding Allocations – Municipal Affairs	126
11.3.	Bill 28 – Government of Alberta	128
11.4.	Quarter 2 Update – ASVA	136
11.5.	Request for Donation Silent Auction Item – ASVA Conference	138
11.6.	National Police Federation – Call to Action	139
11.7.	2026 Referendum October 19, 2026 – Elections Alberta	179
12.	**Closed Meeting of Council: None**	
13.	**Adjournment**	

Public Welcome to observe the meeting in person or view on our YouTube Channel
Next Regular Council Meeting will be August 17, 2026

MINUTES OF THE REGULAR MEETING
SUMMER VILLAGE OF WHITE SANDS COUNCIL
held on June 15, 2026
White Sands Municipal Office
#8 Front Street, White Sands, AB and electronically
streamed to YouTube.

Present: Dan Zembal, Mayor
Paul Ashford, Councillor
Leona Thorogood, Councillor
Melissa Beebe, CAO
Erin Weinzierl, Admin. Assistant
Glenda Jans, Delegation

Absent:

Public: (0)

1. **Call to Order:**

Mayor Zembal calls the Council Meeting to order at 9:31 AM

2. **Adoption of Agenda**

Motion 26:06:01 Moved by Mayor Zembal to accept the agenda as amended:
7.6: AIMs Agenda

MOTION CARRIED

3. **Adoption of Previous Minutes:**

3.1. Regular Council Meeting Minutes of May 19, 2026

Motion 26:06:02 Moved by Councillor Thorogood to accept Regular Council Meeting Minutes of April 17, 2026, as amended:

- 26:05:19 May Long spelling Error
- 26:05:28 remove skeleton coverage
- Senior Housing: Driver not Drive
- Unanimous spelling

MOTION CARRIED

3.2. Committee of the Whole Meeting Minutes of June 9, 2026

Motion 26:06:03 Moved by Councillor Ashford to accept Committee of the Whole Meeting Minutes of April 20, 2026, as presented

MOTION CARRIED

4. **Public Hearing: None**

5. **Delegation/Presentation:**

5.1. Resident – Glenda Jans

Motion 26:06:04 Moved by Mayor Zembal to receive Glenda Jans letter for information and the decision stays the same.

MOTION CARRIED

G. Jans withdraws at 9:58 AM

6. <u>Bylaws & Policies:</u>

6.1. Policy P&R 4.4: Beach Gate Access amendment

Motion 26:06:05 Moved by Councillor Thorogood to approve the amended policy P&R 4.4: Beach Gate Access including the boat launch fire access.

MOTION CARRIED

6.2. Policy RDS 3.3: Breaks & Equipment Safety

Motion 26:06:06 Moved by Mayor Zembal to not approve policy RDS 3.3: Breaks & Equipment Safety because it can be based on Alberta Employment Standards.

MOTION CARRIED

6.3. Bylaw 221-26: Parks & Recreation Committee Bylaw

Motion 26:06:07 Moved by Councillor Ashford to approve the first reading of Bylaw 221-26: Parks & Recreation Committee Bylaw with amendments:

- Section 4: Change the number words for members
- "progress"
- Section 5 Option A for rotation

MOTION CARRIED

Motion 26:06:08 Moved by Councillor Thorogood to approve the second reading of Bylaw 221-26: Parks & Recreation Committee Bylaw.

MOTION CARRIED

Motion 26:06:09 Moved by Councillor Thorogood to unanimously approve proceeding to third reading of Bylaw 221-26: Parks & Recreation Committee Bylaw.

UNANIMOUSLY

MOTION CARRIED

Motion 26:06:10 Moved by Mayor Zembal to approve the third and final reading of Bylaw 221-26: Parks & Recreation Committee Bylaw.

MOTION CARRIED

6.4. Policy ADM 1.12: Bylaw Enforcement Complaint Procedure

Motion 26:06:11 Moved by Councillor Thorogood to approve Policy ADM 1.12 as presented

MOTION CARRIED

7. <u>Business:</u>

7.1. RFD – Emergency Access Agreement – Annual Tax Review

Motion 26:06:12 Moved by Mayor Zembal to continue the historical practice of reimbursing the full annual property tax notice associated with the Emergency Access Right of Access Agreement lands.

MOTION CARRIED

7.2. RFD – Buffalo Head Mount Donation

Motion 26:06:13 Moved by Councillor Thorogood that Council respectfully declines the offer of donation of the buffalo head mount and directs Administration to thank the donor for the offer.

MOTION CARRIED

7.3. RFD – Resident Submission – Low-Water Access Corridor & Shoreline Reclamation Proposal

Motion 26:06:14 Moved by Councillor Thorogood to receive as information and not endorsing the plan in its entirety at this time and schedule a committee of the whole with the private resident and any other interested parties.

MOTION CARRIED

7.4. RFD – Community Hall Expansion/Exercise Area Conversion – Authorization to Issue Request for Proposal (RFP)

Motion 26:06:15 Moved by Mayor Zembal that Council authorizes Administration to issue the Request for Proposals for the Community Hall Expansion / Exercise Area Conversion project with amendments and direct Administration to return the proposal results, project costs, and recommendations to Council for consideration prior to any contract award, budget allocation, or construction commencement.

Section 7:

- Reword…to improvement of the overhead garage door including:
- Remove first point

Section 8:

- Improvements
- Remove 3rd bullet point

MOTION CARRIED

7.5. RFD – Award Janitorial Services Contract – Multi-Purpose Hall & Municipal Office

Motion 26:06:16 Moved by Councillor Ashford to award the Janitorial Services Contract for the White Sands Multi-Purpose Hall and Municipal Office to Jan-Pro at a cost of $190 per month and authorize the Chief Administrative Officer to finalize and execute the necessary service agreement on behalf of the Summer Village of White Sands.

MOTION CARRIED

7.6. AIMs Agenda

- In the Old PW Shop
- Boat launch
- Alberta Environment will provide some information about the pumping license
- Follow-up with RCMP and Fire
- Council Summary/Highlight Sheet
    - What has been done
    - What is coming down the pipe
    - High-level Information and Projects
    - Shoreline
    - Rec Committee

Mayor Zembal calls for a 5-minute recess at 11:15 AM
Mayor Zembal reconvenes meeting at 11:20 AM.

Motion 26:06:17 Moved by Councillor Thorogood to approve the AIMs meeting on July 4, 2026, at 10:00 AM at the Multi-Purpose Room attached to the hall. The agenda is as follows:

- Boat Launch
- Update from Alberta Environment regarding the water levels and pumping license status
- RCMP
- Fire
- Highlights

MOTION CARRIED

8. <u>Council Reports:</u>

8.1. Mayor Zembal (Verbal Report)

- BLIDP
    - Boat Launches and access to the lake. Water level is affecting all the communities.
    - Rochon is going to draft a letter for support to AB Gov't to expand the prov park boat launch.
    - The group proposes to waste-water testing around the lake – the County of Stettler is currently testing but would like a wider approach.
- Committee of the Whole

8.2. Councillor Thorogood (Verbal Report)

- **Parkland Regional Library**
    - Education session on budgeting. They do not do capital budgets. Fund capital budgets out of reserves. Members would like more accountability and budgeting for reserves
    - Usage doubled in 5 years for eBooks
    - Librarians in attendance are concerned on Bill 28 and wording
        - Manpower to review is astronomical
        - Individual community policies to review books if someone does not like a book
- Hall Society
    - Hall society will help with linens
    - June 27th next meeting
- BLMT
    - Tours of lakes

- Gull Lake is delayed on pumping until spring
- Buffalo Lake has been approved and RFP has been submitted
  - § Hoping to hear more details of award and next steps at next meeting
  - § Proceeding on own merit, not based on Gull Lake
  - § 8 filters from river
  - § Another 4 filters for eggs to dry out and not come back in lake.

8.3. Councillor Ashford (Written Report)

Motion 26:06:18 Moved by Councilor Thorogood to accept the council reports as presented.

MOTION CARRIED

9. CAO Reports

9.1. Written Report with Council Resolution Action List

9.2. Q2 Strategic Plan Report

Motion 26:06:19 Moved by Councillor Zembal to have administration advertise the tables free to White Sands ratepayers on an as-is, where-is basis, first-come-first-serve and any remaining will be taken to the landfill.

MOTION CARRIED

Motion 26:06:20 Moved by Mayor Zembal to accept CAO written reports as presented.

MOTION CARRIED

10. Financial Reports:

10.1. Council Revenue and Expenditures as April 30, 2026

10.2. Bank Reconciliation as of May 31, 2026

10.3. RFD – 2025 Surplus Allocation Confirmation & Elections Reserve Review

Motion 26:06:21 Motion by Mayor Zembal to approve 10.1 and 10.2. Financial reports as presented.

MOTION CARRIED

Motion 26:06:22 Motion by Councillor Thorogood to that Council confirm the allocation of the 2025 operating surplus of $23,585 to municipal reserves in accordance with Policy CNL 2.2 Reserves & Surplus Allocation Policy.

MOTION CARRIED

Motion 26:06:23 Motion by Councillor Thorogood that Council establish a target balance of $10,000 within the Elections Reserve and direct Administration to transfer the remaining balance of $16,238.38 to reserve accounts as per policy.

MOTION CARRIED

11. Correspondence

11.1. Taps on Invitation – Shirley McClellan Regional; Water Services Commission (SMWRSC)

11.2. Parkland Regional Library

11.3. Organics Bin – County of Stettler

11.4. Bulletin Re: Golf Carts – Five Year Pilot Project – Alberta Traffic Safety Services Division

11.5. Call for Resolution – ASVA

11.6. Wildfire Handout – AltaLink
11.7. Provincial Education Requisition Credit (PERC) – Alberta Municipal Affairs
11.8. Ministerial Order – Designated Industrial Requisition (DIRC) Cancellations
11.9. Assessment Audit Municipal Affairs Notice

Motion 26:06:24 Moved by Councillor Thorogood to accept correspondence 11.1 to 11.6 as information.

MOTION CARRIED

12. Closed Meeting Session: None

13. Adjournment

Motion 26:06:25 Moved by Mayor Zembal adjourns the meeting at 12:15 PM.

MOTION CARRIED

Next Regular Council Meeting is June 15, 2026. Public Welcome.

_____

Mayor

_____

Chief Administrative Officer

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 6.1
Title: RFD – ADM 1.14 : Donation Acceptance & Official Receipting Policy

---

Purpose

To provide Council with a Donation Acceptance & Receipting Policy establishing a consistent process for accepting donations and issuing official donation receipts in accordance with Canada Revenue Agency (CRA) requirements.

Background

Recently, Administration received a request to issue an official donation receipt for a gift-in-kind donation. While the request was processed, it highlighted that the Summer Village does not currently have a formal policy governing the acceptance of donations or the issuance of official donation receipts.

Administration consulted with the municipal auditor regarding the appropriate accounting treatment for donations and reviewed the Town of Stettler's Donation Policy as a municipal best practice. The attached policy has been adapted to reflect the operational needs and administrative capacity of the Summer Village of White Sands while ensuring compliance with Canada Revenue Agency (CRA) requirements.

The proposed policy establishes a consistent process for accepting donations, issuing official donation receipts where appropriate, and providing clear expectations for residents, organizations, volunteers, members of Council, and Administration.

Discussion

The proposed Donation Acceptance & Official Receipting Policy is based on the general principles contained in the Town of Stettler Donation Policy but has been simplified and adapted for the Summer Village

The proposed policy:

- establishes a consistent process for accepting donations and issuing official donation receipts;
- provides guidance for cash donations and gifts-in-kind;
- establishes a minimum receipting threshold of $100;

- requires the fair market value of gifts-in-kind to be reasonably determined and documented;
- clarifies that volunteer labour, services, sponsorships, advertising, discounts, and donations providing a personal benefit are not eligible for official donation receipts;
- encourages donors to contact Administration before purchasing or providing items intended for donation;
- authorizes the Chief Administrative Officer or designate to administer the policy and determine receipting eligibility; and
- ensures accepted donations are properly recorded in the municipality's financial records.

The $100 minimum threshold is intended to balance the recognition of eligible donations with the administrative work required to assess eligibility, verify documentation, issue and track official receipts, complete the required accounting entries, and retain supporting records.

The Summer Village may continue to accept donations valued below $100; however, an official donation receipt would not be issued.

Financial Implications

- There are no direct costs associated with adopting the policy other than regular administrative time.
- Accepted cash donations will be recorded as donation revenue.
- Accepted gifts-in-kind will normally be recorded as donation revenue with a corresponding expense or capital asset, as applicable, in accordance with applicable accounting standards and the advice received from the municipal auditor.
- This accounting treatment may increase both reported revenue and expenditures compared with the approved budget but will generally have no net impact on the municipal surplus or deficit.

Relevant Legislation/Policy

- **Income Tax Act (Canada)** – Recognizes municipalities as qualified donees and establishes the legislative framework for issuing official donation receipts.
- **Canada Revenue Agency (CRA) Guidance for Qualified Donees** – Provides administrative requirements for accepting donations, determining eligibility, valuing gifts-in-kind, maintaining records, and issuing official donation receipts.
- **Municipal Government Act (MGA)** – Authorizes municipalities to establish policies for the administration of municipal operations and financial management.
- **Proposed Policy ADM 1.14 – Donation Acceptance & Official Receipting Policy** – Establishes the Summer Village's process for accepting donations, issuing official donation receipts, and recording donations in accordance with CRA requirements and applicable accounting standards.

OPTIONS

Option 1

That Council adopt Policy ADM 1.14– Donation Acceptance & Official Receipting Policy as presented.

Option 2

That Council adopt Policy ADM 1.14– Donation Acceptance & Official Receipting Policy as amended.

Option 3

That Council refer Policy ADM 1.14– Donation Acceptance & Official Receipting Policy back to Administration for additional information or revisions.

Administration Recommendation

Administration recommends that Council adopt Policy ADM 1.14: Donation Acceptance & Official Receipting Policy as presented.

Attachments

1. ADM 1.14 : Donation Acceptance & Receipting Policy

SUMMER VILLAGE OF WHITE SANDS

Prepared by:	Administration	**Number**:	ADM 1.14
Adopted by:	White Sands Council	**Date**:	
Amended:		**Resolution#**	

Title: **Donation Acceptance & Official Receipting Policy**

Purpose: To establish a clear and consistent process for accepting donations and issuing official donation receipts in accordance with Canada Revenue Agency (CRA) requirements while ensuring responsible and efficient administration.

Policy: The Summer Village of White Sands appreciates donations that support municipal programs, services, facilities, projects, and community beautification initiatives.

The Summer Village may accept donations and issue official donation receipts where permitted by CRA regulations.

The Summer Village reserves the right to accept or decline any donation. Donations cannot be refunded once an official donation receipt has been issued.

Donation Receipts: Official donation receipts may be issued for:

- Cash donations of $100.00 or greater; and
- Eligible gifts-in-kind (non-cash donations) with a fair market value of $100.00 or greater.

All donation receipts shall comply with applicable CRA requirements.

Gifts-in-Kind: Examples of gifts-in-kind may include flowers, benches, equipment, materials, supplies, or other items donated for municipal use.

To be eligible for a donation receipt:

- The donation must be voluntary;
- Ownership of the item must be transferred to the Summer Village;
- The item must support a municipal purpose; and
- The value of the donation must be supported by appropriate documentation.

The Summer Village may request receipts, invoices, photographs, appraisals, or other supporting information to establish the value of a donation.

Donations Not Elegible for Receipting:

Official donation receipts will not be issued for:

- Volunteer labour or services;
- Sponsorships, advertising, or promotional opportunities;
- Discounts on goods or services;
- Donations that provide a personal benefit to the donor; or
- Any donation not eligible under CRA regulations.

Prior Approval:

Individuals, organizations, and members of Council are encouraged to contact Administration before purchasing items intended for donation.

The Summer Village is not obligated to accept a donation or issue a donation receipt for items purchased or donated without prior approval.

Authority:

The Chief Administrative Officer or designate is authorized to:

- Accept donations;
- Request supporting documentation;
- Determine eligibility for receipting;
- Issue donation receipts where appropriate; and
- Decline donations or receipting requests that do not meet CRA requirements or this policy.

Financial Reporting:

All donations shall be recorded in the municipality's financial records in accordance with applicable accounting standards and municipal financial reporting requirements.

Effective Date:

This policy is effective upon adoption by council.

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 7.1
Title: Circular Materials – Depot Operations Agreements

Purpose

To present Administration's review of the Circular Materials Master Services Agreement (MSA) and Statement of Work (SOW) and obtain Council authorization to execute the agreement for participation in the Depot Operations Only service model effective October 1, 2026.

Background

At the May 19, 2026 Regular Council Meeting, Council adopted the following resolution:

> **Motion 26:05:20**
> *Moved by Mayor Zembal to direct Administration to proceed with the Depot Operations Only service model under the Circular Materials (CM) recycling program effective October 1, 2026, subject to Administration review of the final Statement of Work (SOW) and Council review of the agreement prior to signing.*
> **MOTION CARRIED**

Administration has completed its review of the proposed Master Services Agreement and Statement of Work and is bringing the agreement forward for Council's consideration.

Discussion

The proposed agreement would allow the Summer Village of White Sands to participate in Alberta's Extended Producer Responsibility (EPR) recycling program administered by Circular Materials.

Under the agreement, the Summer Village would continue to operate the recycling depot located at 8 Front Street while Circular Materials assumes responsibility for the collection, transportation, processing, and recycling of eligible materials.

Service Enhancement

The current municipal recycling program is limited to cardboard collection only.

Beginning October 1, 2026, residents would have access to an expanded recycling program that includes:

- Cardboard and paper products;

- Boxboard and cartons;
- Plastic containers and packaging;
- Flexible plastics and plastic film packaging;
- Foam packaging;
- Metal containers and aluminum products;
- Aerosol containers; and
- Glass containers.

This represents a significant increase in recycling opportunities available to residents while maintaining a local depot within the community.

Operational Responsibilities

Under the proposed agreement, the Summer Village would continue to:

- Provide the depot location;
- Perform routine site maintenance;
- Conduct snow removal and vegetation control;
- Maintain site cleanliness; and
- Install and maintain program signage provided by Circular Materials.

Circular Materials would be responsible for:

- Collection and transportation of recyclable materials;
- Processing and recycling of materials;
- Program promotion and education materials;
- Recycling program compliance requirements; and
- Ownership of collected recyclable materials.

Site Review

Administration reviewed the proposed depot requirements with Circular Materials and confirmed that the existing depot site can accommodate the preferred collection infrastructure.

Circular Materials has advised that an 8-yard collection bin is the preferred option and collection frequency can be increased during peak summer months should volumes require additional service.
Administration does not anticipate any significant site modifications will be required to participate in the program.

Financial Implications

The municipality currently operates a cardboard recycling depot without receiving direct compensation for the service.

Under the proposed agreement:

- Circular Materials will provide compensation for depot operations;
- Compensation revenues are expected to offset ongoing depot maintenance costs;
- Required Environmental Impairment Liability insurance associated with the program can be obtained and is anticipated to be offset through program revenues; and
- No significant capital expenditures are anticipated.

Administration's review indicates the agreement provides an opportunity to expand recycling services while generating revenue to offset operational costs currently borne by the municipality.

Risks & Considerations

Administration reviewed the operational, financial, and insurance requirements associated with the program.

No significant concerns were identified that would prevent participation in the program.

Administration also confirmed that contamination targets established under the program are managed through education, monitoring, and corrective action planning. No direct financial penalties were identified within the agreement related to contamination thresholds.

Administrative Recommendation

Administration recommends that Council approve the Circular Materials Master Services Agreement and Statement of Work and authorize execution of the agreement effective October 1, 2026.

Options

Option 1 – Approve (Recommended)

Approve the agreement and authorize the Chief Administrative Officer to execute the required documents.

Option 2 – Decline

Decline participation in the program and continue operating the current cardboard-only recycling depot without compensation from Circular Materials.

Suggested Motion

Moved by _____ that Council approves the Circular Materials Master Services Agreement and Statement of Work for participation in the Depot Operations Only service model effective October 1, 2026, and authorizes the Chief Administrative Officer to execute the agreement and any related documents on behalf of the Summer Village of White Sands.

Attachments

1. Circular Materials Master Services Agreement
2. Circular Materials Statement of Work
3. Recyclable Materials List – October 1, 2026

SCHEDULE A-1

STATEMENT OF WORK FOR COMMUNITY DEPOT OPERATIONS

for

MASTER SERVICES AGREEMENT

Number 2026-00-[•]

Table of Contents

STATEMENT OF WORK **1**

EXHIBIT 1: SCOPE OF WORK AND OTHER PROVISIONS **4**

Article 1 Definitions **4**
1.1 Definitions 4

Article 2 Scope of Depot Collection Services **4**
2.1 Scope of Collection Services 4

Article 3 Service Provision **6**
3.1 Addition or Removal of Depots 6
3.2 PPP to be Collected 6
3.3 Insurance 6
3.4 Working Days and Hours of Operation for the Collection Services 7
3.5 Promotion and Education 7
3.6 Customer Service 7

Article 4 Record Keeping and Reporting Requirements **9**
4.1 Record Keeping and Reporting Requirements 9

Article 5 Documentation and Payment **10**
5.1 Documentation and Payment 10

EXHIBIT 2: DEPOTS IN REGISTERED COMMUNITIES **11**

EXHIBIT 3: PPP MASTER LIST BY CATEGORY **12**

EXHIBIT 4: COMPENSATION **13**

STATEMENT OF WORK

STATEMENT OF WORK NUMBER: 00

This statement of work ("**Statement of Work**") is incorporated into and forms part of the Master Services Agreement ("**MSA**"), made as of _____ between Summer Village of White Sands, a Registered Community, having a place of business at >#8 Front Street, White Sands, AB T0C 2L0 ("**Contractor**") and Circular Materials, a federal not-for-profit corporation, having a place of business at 1 St. Clair Avenue West, Suite 700, Toronto, ON, M4V 1K6 ("**CM**", and with the Contractor, each a "**Party**" and collectively the "**Parties**"), with an effective date of _____ (the "**Statement of Work Effective Date**").

NOW, THEREFORE, in consideration of the promises, mutual covenants, and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties acknowledge and agree to all covenants, terms, and conditions as stipulated in the MSA, as follows:

1. Beginning on the Service Commencement Date, the Contractor shall perform the Work required by this Statement of Work for all Depots listed in Exhibit 2.

2. The Work under this Statement of Work shall include all the Contractor's other obligations under the MSA.

3. The period during which the Work required by this Statement of Work is to be performed is from the Service Commencement Date, until December 31, 2027. CM shall notify the Contractor in writing ninety (90) days prior to the expiry date of the intent to extend this Statement of Work or six (6) months prior to the expiry date of the intent to not extend this Statement of Work. Pursuant to Section 2.1(b) of the MSA, CM and the Contractor as mutually agreed may, by Change Order, extend this Statement of Work for up to one (1) further period of one (1) year. The initial term and any such additional term or terms are herein referred to as the "**SOW Term**".

4. The full compensation for the Work under this Statement of Work shall be as set forth in Exhibit 4, which excludes applicable taxes. Applicable taxes are payable by CM to the Contractor on the payment amounts of this Statement of Work.

5. In the event of the termination of the MSA or this Statement of Work in accordance with Section 7.4 of the MSA, CM shall only pay for the Work authorized by this Statement of Work which is performed prior to the termination date. For the purposes of clarity, CM shall not be liable to make any other payments in connection with this Statement of Work resulting from such termination of the MSA.

6. Capitalized terms not defined in this Statement of Work shall have the meaning set out in the MSA.

7. Attached and forming an integral part of this Statement of Work are the following exhibits:

   i. Exhibit 1 – Scope of Work and Other Provisions;
   ii. Exhibit 2 –Depots in Registered Communities;
   iii. Exhibit 3 – PPP Master List by Category;and
   iv. Exhibit 4 – Compensation.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the terms and conditions of this Statement of Work are acknowledged and agreed to by the Parties as of the date first listed above.

Summer Village of White Sands

By: _____
Name: Melissa Beebe
Title: Chief Administrative Officer

By: _____
Name: Dan Zembal
Title: Mayor

We have authority to bind the Contractor.

Circular Materials

By: _____
Name: Allen Langdon
Title: CEO

I have authority to bind CM.

EXHIBIT 1: SCOPE OF WORK AND OTHER PROVISIONS

ARTICLE 1 DEFINITIONS

1.1 Definitions

"**Base Depot Operations Compensation"** has the meaning set out in Exhibit 4.

"**Collection Services**" means the Work required by this Statement of Work, which is the operation of Depots listed in Exhibit 2 for the collection of PPP materials described in Exhibit 3.

"**Depot**" means a depot listed in Exhibit 2 that receives PPP materials described in Exhibit 3 disposed of from Residential Premises by individuals into bins designated for the PPP.

"**Hazardous Waste**" means a hazardous and special product as set out in the Regulation.

"**Multiple-Family Dwellings**" means, collectively, (i) Multiple-Family Dwellings as defined in the Regulation, and (ii) sources agreed by the Parties to be Multiple-Family Dwellings for the purposes of the MSA.

"**Non-PPP**" means material which is not PPP.

"PPP" means single-use products, packaging, packaging-like products and paper products as designated materials for the purposes of sections 1 to 11 and Part 1 of the Regulation pursuant to section 13 of the Regulation, except in the context of a Statement of Work it has the meaning set out in such Statement of Work to the extent expressly set out otherwise in such Statement of Work.

"**Registered Community**" means a community which has registered with the Alberta Recycling Management Authority (ARMA) in accordance with ARMA's Bylaws.

"**Residential Premises**" means Single-Family Dwellings and Multiple-Family Dwellings but does not include institutional accommodations or visitor accommodations.

"**Service Commencement Date**" means October 1, 2026.

"**Single-Family Dwellings**" means, collectively, (i) Single-Family Dwellings as defined in the Regulation, and (ii) sources agreed by the Parties to be Single-Family Dwellings for the purposes of the MSA.

"**Single Stream**" means all PPP material co-mingled in the same Depot bin.

"**SOW Term**" has the meaning set out in the recitals to this Statement of Work.

"**Statement of Work Effective Date**" has the meaning set out in the recitals to this Statement of Work.

"Vendor" means any third-party service provider identified by CM from time to time to perform services in connection with the Depot Collection Services.

ARTICLE 2
SCOPE OF DEPOT COLLECTION SERVICES

2.1 Scope of Collection Services

(a) Depots shall meet the applicable requirements of the Regulation.

(b) The Contractor shall provide Collection Services at the Depots listed in Exhibit 2

(c) The Collection Services is limited to:

(i) Receiving the PPP materials described in Exhibit 3 at Depots in a Single Stream;

(ii) ensuring availability of sufficient disposal bins at Depots to receive the PPP material described in Exhibit 3, these bins must have sufficient opening to allow for free access to dispose of the PPP materials;

(iii) prominently displaying signs at each Depot stating the following general messages:

A. Depot disposal is only authorized for the type of residential PPP material stream described on the sign affixed to each bin;

B. only PPP materials produced within Residential Premises may be disposed of in the Depot bins provided for Collection Services; and

C. industrial, commercial and institutional waste must not be disposed of within any Depot bin designated to receive Residential Premises PPP materials.

(iv) storing PPP at Depots up until pick-up by CM or a Vendor identified by CM from time to time.

(d) It is understood that this Statement of Work requires the Contractor to use commercially reasonable efforts with respect to the allocation of staff time towards Depot operations and does not require the Contractor to vigilantly monitor and control access to bins at any Depot or to extensively engage with citizens and persons who make use of Depot bins.

(e) Notwithstanding 2.1(c)(iii), it is understood that individuals disposing of PPP from Residential Premises will be free to access and use Depot bins independently with very limited oversight and monitoring by the Contractor at staffed Depots and with limited staff oversight at unstaffed Depots.

(f) The Contractor shall work in coordination with CM and, where applicable, with a Vendor identified by CM from time to time to ensure timely pick-up of PPP from the Depot in a manner that maintains undisrupted collection of PPP at the Depot.

(g) The Contractor shall retain responsibility for, and control of, PPP, starting from the receipt in bins at the Depot and up until pick-up by CM or a Vendor identified by CM from time to time.

(h) In addition, to the scope of Collection Services described in section 2.1(c) above, Collection Services at Depots where staff are present will also include:

(i) providing gates and barricades to prevent access to bins outside of operation hours;

(ii) available staff at these Depots will answer citizens' questions as to the correct use of the bins;

(iii) when staff are in proximity to bins used for Collection Services, staff will intervene if they observe improper use of the bins used for Collection Services; and

(iv) onsite management prior to pick-up of PPP by a designated third party.

(i) CM shall have ownership of all PPP, and the Contractor shall have no ownership of the PPP at any time.

(j) CM shall not be obligated to join or instigate litigation to protect the right of the Contractor.

ARTICLE 3
SERVICE PROVISION

3.1 Addition or Removal of Depots

(a) CM and the Contractor may add new Depots or remove existing Depots, and make related revisions to the relevant Exhibits, by Change Order pursuant to Section 8.7 of the MSA. Where the number of Depots to be provided under this Agreement is increased or decreased from the number set out in Exhibit 2, the Parties shall negotiate in good faith a corresponding Change Order reflecting the resulting increase or decrease in the Contract Price associated with such change. Where the Contractor is requesting to add a new Depot or remove an existing Depot, the Contractor shall provide 180 calendar days written notice to CM of the need to remove the existing Depot and shall subsequently issue a proposed change to the Work consistent with the MSA Section 8.8(h).

3.2 PPP to be Collected

(a) The Contractor will collect the PPP listed in Exhibit 3 disposed of from Residential Premises by individuals at Depot bins designated by CM.

(b) The Contractor will use reasonable efforts to protect the collected PPP from weather including rain, snow and sun consistent with the practices in use at community recycling depots operated by the Contractor as at the time the SOW Term commences.

(c) The Contractor will use reasonable efforts to reduce the quantity of Non-PPP received at Depots to no more than four percent (4%) by weight. The Contractor and CM shall work collaboratively to identify and implement measures intended to achieve this target.

(d) If the average amount of Non-PPP received at Depots in any rolling six (6) month period exceeds four percent (4%), CM will, within ninety (90) calendar days, prepare and submit to the Contractor a plan that identifies possible sources of Non-PPP, proposed strategies and supporting measures to mitigate the amounts of Non-PPP. Once agreed upon, the Contractor will implement the plan and provide quarterly reporting to CM detailing the progress and outcomes of the plan. If, within one hundred and eighty (180) calendar days after the implementing the plan, Non-PPP remains over 4%, the Contractor will work with CM to establish additional changes and to adopt best practices recommended by CM. Where either the initial or subsequent plan, or any additional changes and best practices recommended by CM, has a material cost impact to the Contractor, the Contractor shall not be required to implement the change except in accordance with the MSA, section 8.8 Change Order process.

(e) The Contractor shall use commercially reasonable efforts to ensure that packaging containing Hazardous Waste is not collected with PPP materials.

3.3 Insurance

(a) The Contractor shall obtain and provide to CM the insurance policies described in Schedule B of the MSA a minimum of 30 days in advance of the Service Commencement Date and maintain the insurance coverage throughout the SOW Term.

3.4 Working Days and Hours of Operation for the Collection Services

(a) The Contractor shall perform Collection Services at the Depots in Exhibit 2 on the same days and during the same hours as the Depots in Exhibit 2 were operated prior to the Service Commencement Date, unless otherwise approved by CM.

(b) The Contractor shall bear, at its own expense, any additional or unforeseen costs including, but not limited to, such overtime, rates for extra forces, and cost for any additional requirement or services as may be necessary to ensure continuous and uninterrupted service in accordance with Contractor's obligations under the MSA and this Statement of Work.

(c) The Contractor shall ensure that Depot site is accessible to all users and shall provide uninterrupted access to such Depot site during operating hours.

(d) The Contractor shall maintain Depot sites, including but not limited to:

(i) Snow removal;

(ii) Vegetation control;

(iii) Garbage control;

(iv) Site instructions and signage to direct the public; and Signage which indicates site instructions and operating hours; and

(v) Regular maintenance and inspections.

3.5 Promotion and Education

(a) Circular Materials shall be responsible for the design and production of depot signage required to support promotion and education (P&E) obligations under applicable regulations.

(b) All signage developed and provided by Circular Materials will, at a minimum, meet regulatory requirements for promotion and education materials, including required content related to accepted materials, service levels and resident contact information.

(c) Circular Materials will provide such signage to the Contractor for installation at the depot location.

(d) The Contractor shall be responsible for the installation of all signage provided by Circular Materials at the depot location within thirty (30) days of receipt.

(e) The Contractor shall ensure that all signage:

(i) Is installed in appropriate, visible and accessible locations throughout the depot;

(ii) Remains in good condition, clean, legible and securely affixed;

(iii) Is not altered, removed or replaced without prior written approval from Circular Materials, except where replacement is required due to damage or wear; and

(iv) Is promptly replaced or reported to Circular Materials if damaged, missing or no longer legible.

(f) The Contractor shall maintain all signage on an ongoing basis to ensure continued compliance with promotion and education requirements and to support proper resident use of the depot.

3.6 Customer Service

(a) The contractor shall ensure that clear and accessible signage is prominently displayed at all Depot locations, indicating the hours of operation, the types of materials accepted along with applicable sorting instructions, and a customer service contact number.

(b) The contractor's customer service office and/or call centre will be accessible by an appropriate phone number and email address, as described in 3.6(a) of this Section.

ARTICLE 4
RECORD KEEPING AND REPORTING REQUIREMENTS

4.1 Record Keeping and Reporting Requirements

(a) The Contractor shall provide an inventory of equipment for each Depot prior to the Service Commencement Date and shall submit an updated inventory of equipment for each Depot on an annual basis.

(b) For greater certainty, the records required under this Section 4.1 of this Exhibit 1 shall be provided separately for each Depot listed in Exhibit 2.

(c) CM may request, from time to time, reports or information required for CM to comply with its reporting obligations to the Authority or under Applicable Law. The Contractor shall reasonably cooperate to enable CM to prepare reports or to obtain information relating to the Work completed under this Statement of Work provided that such cooperation shall be without prejudice to the Contractor's right to seek additional compensation through the Change Order provisions in the MSA.

(d) For the purposes of this statement of work, the PPP for reporting transported material shall mean the materials described in the categories set out in the table below that are selected by the applicable check box marked with an "x". The contractor shall ensure that PPP is transported from depots at registered communities and, at minimum, handled and segregated in accordance with the stream selected below:

X	Single Stream
	Mixed container
	Mixed paper
	OCC
	Glass

(e) A designated facility or logistics contractor identified by CM shall report to CM the loads, number and type of containers picked up from the applicable Depots under this Agreement on a monthly basis, within ten (10) Business Days from the end of each month, in a format and manner acceptable to CM.

ARTICLE 5
DOCUMENTATION AND PAYMENT

5.1 Documentation and Payment

(a) The Contract Price will be payable in arrears (subject to pro ration of any amount that is payable in respect of a partial period) in equal monthly payments within thirty (30) days of the last day of the previous calendar month. If the amount of any monthly payment is adjusted during the month, CM will make such adjustment it considers necessary in good faith to account for such adjustment.

(b) For greater certainty, except as expressly set out in the MSA and Exhibit 4 to this Statement of Work, there shall be no increase to the prices set out in this Statement of Work for any changes to the Contractor's responsibilities.

EXHIBIT 2: DEPOTS IN REGISTERED COMMUNITIES

Table 1 – Depots

Depot Name	Street Address	Registered Community Serviced	Depot Type (Staffed/Unstaffed, Gated/Ungated)	Days of Operation per week	Hours of Operation per day	Seasonal Schedule Change Details (if applicable)
White Sands	#8 Front Street, White Sands	Summer Village of White Sands	Unstaffed Ungated	Monday to Sunday	24 hours	Not applicable

***NOTE: The information is based on available information at the time of the preparation of the Statement of Work. CM holds no responsibility or liability for actual information that is different from the information presented in this Exhibit.**

EXHIBIT 3: PPP MASTER LIST BY CATEGORY

	Material
Paper/Fibres	Newsprint
	Magazines and Catalogues
	Telephone Books
	Household Fine Paper
	Other Printed Paper
	Corrugated Cardboard
	Boxboard & Molded Pulp
	Gable Top Cartons
	Aseptic Containers
	Paper Laminates
	Single and Double-sided Polycoated Paperboard (paper cups)
Plastics	PET Bottles (#1)
	PET Thermoform Packaging (#1)
	HDPE Containers (#2)
	Tubs & Lids (#2, #4 & #5)
	Expanded Polystyrene Foam (#6)
	Other Rigid Plastic Packaging (#3, #4, #5 #6 & #7)
	Plastic Film (LDPE/HDPE) (#2, #4)
	Other Flexible Plastic Packaging/Laminates
Aluminum	Aluminum Food Cans
	Other Aluminum Packaging, Trays & Foil
	Aluminum Aerosols
Steel	Steel Food Cans & Other Packaging
	Steel Aerosols
Glass	Clear glass
	Coloured Glass

***NOTE: CM holds no responsibility or liability for information that is different from the information presented in this Exhibit.**

EXHIBIT 4: COMPENSATION

1.1 Contract Price

For each calendar month during the SOW Term, after the Service Commencement Date in respect of a Registered Community, the "**Contract Price**" for the Work performed under this Statement of Work in accordance with the requirements of the MSA in respect of such Registered Community shall be:

(a) **$375/Month** ("**Base Depot Operations Compensation**"); plus

(b) **$250/Month** for environmental impairment liability insurance premium coverage over the SOW Term; plus

(c) CM shall pay each of the Contract Price Adjustment for the Work that is calculated in accordance with Section 1.2 of this Exhibit 4 below.

1.2 Contract Price Adjustment

(a) The Contract Price Adjustment is applicable to the "**Base Depot Operations Compensation**" as set out in Section 1.1(a) of this Exhibit 4.

(b) The Contract Price Adjustment for each calendar month of the SOW Term shall be determined as follows:

Contract Price Adjustment = Base Depot Operations Compensation + CPI Price Component Adjustment

1.3 CPI Price Component Adjustment

(a) "**CPI**" refers to the Consumer Price Index for Alberta, all-items, monthly, not seasonally adjusted as published by Statistics Canada. The "**CPI Price Component**" is 100% of the Base Depot Operations Compensation.

(b) For the first annual anniversary of the Service Commencement Date and for each subsequent annual anniversary, "**CPI Price Component Adjustment**" shall apply uniformly to all Depots under the SOW, regardless of their individual Service Commencement Dates and shall be determined as follows:

CPI Price Component X Percentage Change in CPI

(c) Percentage Change in CPI = (current year CPI – previous year CPI)/(previous year CPI) x 100; and each year's CPI is the published CPI for the month as available four weeks prior to annual anniversary date.

(d) The CPI Price Component Adjustment once applied to the Base Depot operations compensation, shall remain in effect for twelve (12) calendar months. For clarity, where the year-over-year change in CPI is negative, the Contract Price shall remain unchanged and there shall be no negative adjustment to the Contract Price.

1.4 Changes to indices

The CPI shall be subject to revision as agreed by the Parties in the case the publisher materially changes such index or discontinues or replaces it.

MASTER SERVICES AGREEMENT

for

SERVICES RELATED TO SINGLE-USE PRODUCTS, PACKAGING AND PAPER PRODUCTS (PPP)

Number 2024-00-[●]

Table of Contents

RECITALS **3**

ARTICLE 1 INTERPRETATION **3**

1.1 DEFINITIONS 3
1.2 INTERPRETATION 6

ARTICLE 2 TERM **7**

2.1 TERM 7

ARTICLE 3 SCOPE OF WORK **7**

3.1 SERVICE PROVISION 7
3.2 ENVIRONMENTAL ATTRIBUTES 8
3.3 LABOUR DISRUPTION 8

ARTICLE 4 REPRESENTATIONS AND WARRANTIES **9**

4.1 REPRESENTATIONS AND WARRANTIES 9

ARTICLE 5 CONTRACTOR MANAGEMENT **10**

5.1 RECORD KEEPING AND REPORTING REQUIREMENTS 10
5.2 SUBCONTRACTORS 10
5.3 ACCESS TO THE WORK 10
5.4 CONTINGENCY PLAN 11

ARTICLE 6 COMPENSATION **11**

6.1 CANADIAN FUNDS 11
6.2 DOCUMENTATION AND PAYMENT 11
6.3 TAXES 12
6.4 PRICE ADJUSTMENT 12
6.5 MONIES DUE TO CM 12
6.6 OTHER REQUIREMENTS 12
6.7 INTEREST 12
6.8 LIMITED LIABILITIES 12

ARTICLE 7 FAILURE TO PERFORM, REMEDIES AND TERMINATION **13**

7.1 TIME OF THE ESSENCE 13
7.2 RESPONSIBILITY FOR DAMAGES/INDEMNIFICATION 13
7.3 FORCE MAJEURE 15
7.4 MSA TERMINATION 16
7.5 REMEDIES 17
7.6 DISPUTES 17
7.7 ARBITRATION 18
7.8 CHOICE OF FORUM 18

ARTICLE 8 STANDARD CONDITIONS **19**

8.1 GOVERNING LAW 19
8.2 COMPLIANCE WITH LAWS AND PERMITS 19
8.3 ASSIGNMENT 19

8.4 CONTRACTOR TO MAKE EXAMINATIONS....19
8.5 ACCESS TO RECORDS....19
8.6 INSURANCE....20
8.7 CHANGES TO MSA....20
8.8 CHANGE MANAGEMENT....20
8.9 CONFLICTS AND OMISSIONS....22
8.10 DUTY TO NOTIFY....23
8.11 INTELLECTUAL PROPERTY....23
8.12 CONFIDENTIALITY COVENANT....24
8.13 SEVERABILITY....25
8.14 SURVIVAL....26
8.15 FURTHER ASSURANCES....26
8.16 REVISIONS TO THIS MSA....26
8.17 COUNTERPARTS....26
8.18 NOTICE....26

ARTICLE 9 MSA SCHEDULE....27

9.1 MSA SCHEDULE....27

This Master Services Agreement (this "**MSA**") is entered into as of _____. ("**Effective Date**")

Between

Summer Village of White Sands, a **Registered Community**, having a place of business at #8 Front Street, White Sands, AB T0C 2L0 ("**Contractor**")

And

Circular Materials, a federal not-for-profit corporation, having a place of business at 1 St. Clair Avenue West, Suite 700, Toronto, ON, M4V 1K6 ("**CM**")

RECITALS

WHEREAS, CM is the Producer Responsibility Organization registered with Alberta Recycling Management Authority (the "**Authority**") for PPP; and

WHEREAS, CM issued an offer to the Contractor in connection with the collection of PPP and related services; and

WHEREAS, Contractor and CM (each a "**Party**", and collectively the "**Parties**") jointly desire to enter into this MSA respecting the collection of PPP and related services for the applicable Registered Community as set out in one or more Statements of Work which, once such Statements of Work are duly executed, shall form part of, and be subject to and governed by, this MSA; and

WHEREAS the Contractor agrees to provide the Work in accordance with the terms and conditions of this MSA;

NOW, THEREFORE, in consideration of the promises, mutual covenants, and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties acknowledge and agree to all covenants, terms and conditions as stipulated in this MSA, as follows:

ARTICLE 1
INTERPRETATION

1.1 Definitions

"**Applicable Law**" means any federal, provincial, municipal, local, domestic or foreign law, rule, statute, subordinate legislation, regulation, by-law, order, ordinance, protocol, code, guideline, treaty, policy, notice, direction or judicial, arbitral, administrative, ministerial or departmental judgment, award, decree, treaty, directive, or other requirement or guideline published or in force at any time which applies to or is otherwise intended to govern or regulate any Person (including any Party), property, transaction, activity, event or other matter, which in any way applies to the Work under this MSA or any Party, including any rule, order, judgment, guideline, directive or other requirement or guideline issued by any governmental or regulatory authority. Without limiting the foregoing, Applicable Law shall include the *Freedom of Information and Protection of Privacy Act* (Alberta).

"**Business Day**" means any day from Monday to Friday inclusive, excluding statutory holidays in the province of Alberta.

"**Bylaws**" means the Single-use Products, Packaging and Paper Products Bylaws developed by the Authority under the Regulation, as amended or replaced from time to time.

"**Change Notice**" has the meaning set in Section 8.8(a) of this MSA.

"**Change Order**" has the meaning set in Section 8.8(f) of this MSA.

"**Collection Data**" means all data or information pertaining to Equipment or PPP or other aspects of the Work or activities involving any of the foregoing that is collected, generated or observed pursuant to this MSA, including any Statement of Work, or otherwise in the course of the Work. The Collection Data includes data and information expressly required to be delivered by the Contractor to CM pursuant to this MSA.

"**Collection Vehicle**" means a vehicle used to perform collection services.

"**Contract Price**" means the total price payable under this MSA, as set forth in the Statements of Work.

"**Contractor Default**" means a failure of the Contractor to comply with the requirements of this MSA or unsatisfactory performance of the Contractor's obligations under this MSA, other than a Material Contractor Default.

"**Cost Estimate**" has the meaning set out in Section 8.8(b) of this MSA.

"**Effective Date**" has the meaning set out above in this MSA.

"**Equipment**" means all vehicles, including Collection Vehicles and Hauling Vehicles, machinery, apparatus and other items used in completing the Work.

"**Hauling Vehicle**" means a vehicle used to perform hauling services.

"**Intellectual Property Rights**" means all intellectual property rights as recognized under any Applicable Law, including rights in and to patents, trade secrets, proprietary information, copyright, trademarks, industrial designs, and design patents whether or not registered or registrable and other rights in intellectual property of the same or similar effect or nature relating to the foregoing and any component thereof throughout the world.

"**Legislative Change**" means changes in Applicable Law, including repeal, replacement or amendment of an Applicable Law, including the Regulation, that give rise to the Work (or any part thereof) no longer being required or necessary, as determined by CM in its sole and absolute discretion.

"**Losses and Claims**" means liabilities, claims, demands, losses, costs, expenses, damages, orders, penalties, actions, suits and other proceedings (including legal fees and disbursements).

"**Material Contractor Default**" means the Contractor has committed any of the following acts or omissions:

(a) disposing of any PPP that was collected as part of this MSA at any alternate fuel facility, landfill, energy from waste facility or other disposal location or with a Person not expressly permitted by this MSA;

(b) deliberately falsifying data, or exhibiting a pattern of providing false or misleading data, in relation to any documentation provided to CM;

(c) failing to comply with the MSA, including any Statements of Work, in a manner that results in CM or producers becoming non-compliant with the Regulation, Bylaws or any applicable policy of the Authority; or

(d) abandoning the Work.

"**Pandemic Conditions**" means advice, guidelines, recommendations, instructions, requirements, restrictions, and laws of governmental authorities (including the Alberta Ministry of Jobs, Economy and Trade, and the Chief Medical Officer of Health) and industry associations relating to an epidemic or a pandemic which are or may come into effect, including by way of example restrictions that may delay, reduce productivity, or increase the cost of performance of the Work, such as physical distancing, wearing task-appropriate levels of personal protective equipment and cleaning or disinfecting.

"**Person**" means any individual, partnership, limited partnership, joint venture, syndicate, company or corporation with or without share capital, trust, trustee, executor, administrator or other legal personal representative, and any federal, provincial, territorial or municipal government, regulatory authority, agency, tribunal, commission, board or department of any such government or entity however designated or constituted.

"**PPP"** means single-use products, packaging, packaging-like products and paper products as designated materials for the purposes of sections 1 to 11 and Part 1 of the Regulation pursuant to section 13 of the Regulation, except in the context of a Statement of Work it has the meaning set out in such Statement of Work to the extent expressly set out otherwise in such Statement of Work.

"**Prime**" means the Bank of Canada's target for the overnight (interest) rate, as posted from time to time.

"**Producer**" has the meaning set out in the Regulation.

"**Registered Community**" means a community which has registered with the Authority in accordance with the Bylaws.

"**Regulation**" means the *Extended Producer Responsibility Regulation*, AR 194/2022 under the *Environmental Protection and Enhancement Act* (Alberta), as amended or replaced from time to time.

"**Residential Premises**" has the meaning set out in the Regulation.

"**Statement of Work**" means a statement of work entered into between CM and the Contractor attached as Schedule A.

"**Statement of Work Effective Date**" means the applicable date on which the Work commences in a Registered Community.

"**Subcontractor**" means a subcontractor employed by the Contractor pursuant to Section 5.2.

"**Unusually Severe Adverse Weather Conditions**" means unusually severe adverse weather conditions at the place of the Work which:

(a) are different from those normally and customarily experienced at the place of the Work (as documented by weather data from Environment Canada) over the past twenty (20) years taking into consideration severity, duration and time of year conditions; and

(b) preclude the safe performance of the Work.

"**Work**" means the performance of services including the supply of all materials, Equipment, labour, facilities, supervision, services, permits, licenses, or approvals required to complete the Contractor's obligations under this MSA, including the Statements of Work and any Change Orders agreed to by the Parties.

1.2 Interpretation

(a) Whenever inconsistent in the context, words used in the present tense include the future tense, words in the plural include the singular, words in the singular include the plural, and the use of any gender shall be applicable to all genders whenever the sense requires. Words not defined in Section 1.1 or elsewhere in this MSA shall be given their common and ordinary meaning.

(b) The words authorized, directed, required, requested, approved, ordered, sanctioned, and satisfactory, unless some other meaning is obvious from the context, shall mean respectively authorized, directed, required, required, approved, or sanctioned by or satisfactory to CM or its appointed representative.

(c) Where the word "including" or "includes" is used, it means "including (or includes) without limitation".

(d) The word may in this MSA denotes permissive.

(e) The words shall and will in this MSA denote imperative.

(f) Any capitalized term used in this MSA that is not defined in Section 1.1 or elsewhere in this MSA will, if applicable, have the meaning set out in the Regulation or otherwise will have the generally accepted industry or technical meaning given to such term.

(g) Words importing the singular number will include the plural and vice versa, and words importing the use of any gender will include the masculine, feminine and neuter genders.

(h) The headings in this MSA are solely for convenience of reference and will not be used for purposes of interpreting or construing the provisions hereof.

(i) Unless otherwise provided for herein, all monetary amounts referred to herein will refer to the lawful money of Canada.

(j) When calculating the period of time within which or following which any act is to be done or step taken pursuant to this MSA, the date which is the reference date in calculating such period will be excluded. If the last day of such period is not a Business Day, then the time period in question will end on the first Business Day following such non-Business Day.

(k) Any references in this MSA to any law, by-law, rule, regulation, order or act of any government, governmental body or other regulatory body, including any Applicable Law, will be construed as a

reference thereto as amended or re-enacted from time to time or as a reference to any successor thereto.

(l) Attached to and forming an integral part of this MSA are the following schedules (including exhibits to the schedules):

(i) Schedule A – Statements of Work; and

(ii) Schedule B – Insurance Requirements.

(m) This MSA shall constitute the entire agreement between the Parties and shall supersede all prior agreements, understandings, negotiations, and discussions, oral or written, between the Parties. In the event of any inconsistency between any of the provisions of this MSA, the inconsistency will be resolved by reference to the following in descending order of priority:

(i) Amendments to the Statements of Work;

(ii) Statements of Work;

(iii) Amendment to the other portions of this MSA made in accordance with the requirements of this MSA, including Change Orders; and

(iv) Other portions of this MSA.

ARTICLE 2
TERM

2.1 Term

(a) This MSA shall remain in effect from the Effective Date until all Statements of Work have expired or been terminated, unless this MSA is terminated as described in Sections 7.3 and 7.4, or as otherwise provided for in this MSA.

(b) CM and the Contractor may, by Change Order, extend a Statement of Work. Any such extension shall be under the terms and conditions of this MSA and the Statement of Work, as amended by CM and Contractor from time to time.

(c) CM and the Contractor each reserve the right to terminate this MSA or a Statement of Work in accordance with Section 7.4, or as otherwise provided for in this MSA. Termination shall not affect either party's rights to make a claim against the other party for the damages on account for such a breach.

ARTICLE 3
SCOPE OF WORK

3.1 Service Provision

(a) The Contractor shall provide all materials, personnel, and Equipment as required to provide the Work.

(b) All Applicable Law shall be complied with by the Contractor in the performance of all portions of the Work. The Contractor is familiar with all Applicable Law, which in any manner affect the Work, those engaged or employed in the Work, or in the facilities or Equipment used in the Work, and no plea of misunderstanding will be considered on account of ignorance.

(c) If, during the term of this MSA, there is a change in Applicable Law which is in effect as of a Statement of Work Effective Date that results in a material impact on the performance of any act required by the Statement of Work applicable to such Statement of Work Effective Date, the Parties shall renegotiate the provisions of this MSA, including the Statement of Work, using a Change Order pursuant to Section 8.8. If the Parties are unable to agree on the revised terms and conditions either Party may submit the dispute to arbitration in accordance with the provisions of this MSA.

(d) CM is committed to diverting PPP from disposal and achieving efficiencies in the Work. To this end CM will continue to explore new methods and technologies and, as a proposed change in the Work, CM may issue a Change Notice to the Contractor in respect of such new methods and technologies. If CM chooses to proceed with such new methods and technologies CM will issue a Change Order to the Contractor in accordance with Section 8.8.

3.2 Environmental Attributes

(a) "**Environmental Attributes**" means the interests or rights arising out of attributes or characteristics relating to the environmental impacts associated with the performance of the Work under this MSA. Any Environmental Attributes resulting from the Work performed under this MSA shall be and remain the sole property of CM for its exclusive use. The Contractor hereby transfers and assigns to, or to the extent transfer or assignment is not permitted, holds in trust for, CM who thereafter shall retain, all rights, title, and interest in all Environmental Attributes associated with the Work during the term of this MSA, and Contractor shall do all acts necessary to effect the foregoing.

(b) For greater certainty, Section 3.2(a) does not include or apply to any Environmental Attributes arising from activities and operations facilitated by the Contractor's investment prior to the Effective Date or not associated with the Work. Ownership of such Environmental Attributes shall belong solely to the Contractor.

3.3 Labour Disruption

(a) If there is a lawful or legal strike, lockout, or work slowdown or other lawful or legal labour disruption or job action during the term of this MSA (the "**Lawful LD Period**"), the Contractor shall, during the Lawful LD Period, conditional on the municipal council's approval of the Contractor's overall labour disruption contingency plan if council approval is required, make best efforts to:

(i) Encourage Residential Premises who do not receive collection services because of the Lawful LD Period, to separate and retain their PPP and not place such PPP out for collection during the Lawful LD Period.

(ii) Provide continued collection of PPP from Residential Premises that currently receive collection from Subcontractors contracted by the Contractor and to have those Subcontractors deliver PPP collected from those Residential Premises to third party

receivers designated by CM where the provision of such continued services will not, in the Contractor's sole discretion, adversely affect the Contractor's labour negotiations.

(b) If the Contractor's employees engage in an unlawful or illegal strike, lockout, or work slowdown or other unlawful or illegal labour disruption or job action during the term of this MSA (the "**Unlawful LD Period**") that remains unresolved for a period of 30 calendar days, CM may deem a Material Contractor Default to have occurred.

(c) Notwithstanding any provision in the MSA to the contrary, during the Lawful LD Period or Unlawful LD Period, as applicable, the Contractor will not invoice CM for the cost of collecting the PPP from Registered Communities that do not receive collection services pursuant to this MSA.

(d) In the event of a conflict or inconsistency between this Section 3.3 and the *Labour Relations Code* (Alberta), the *Labour Relations Code* (Alberta) shall govern and the Contractor shall immediately inform CM.

ARTICLE 4
REPRESENTATIONS AND WARRANTIES

4.1 Representations and Warranties

Contractor represents and warrants to and covenants with CM that:

(a) it is duly incorporated, validly existing, and in good standing under the laws of its jurisdiction of incorporation, and is duly qualified to do business in all jurisdictions in which qualification is necessary in order to transact its business and perform its obligations set out in this MSA;

(b) it has full power, authority, and right to execute and deliver this MSA, to make the representations, warranties, and covenants set out herein, and to perform its obligations under this MSA in accordance with its terms. This MSA has been validly executed by an authorized representative of Contractor, and constitutes a valid and legally binding and enforceable obligation of Contractor and the execution and delivery of this MSA and the consummation of the matters contemplated by this MSA have been duly authorized by all necessary corporate and other actions on the part of the Contractor;

(c) if applicable, it has consulted with any communities in which the Work will be delivered or members of the Contractor, as the case may be, and obtained any necessary authorization from such communities or members of the Contractor, as the case may be;

(d) it has and will, at its own expense, procure all permits, certificates and licenses required by Applicable Law for the performance of the Work;

(e) as of the Effective Date, and throughout the term of this MSA, the Contractor has no exclusivity arrangements with any Subcontractor that obligates the Contractor to utilize that Subcontractor in the performance of the Work except for those disclosed in writing to CM; and

(f) in performing its obligations under this MSA, the Contractor shall exercise the standard of care, skill, judgment, and diligence that would normally be provided by an experienced and prudent contractor supplying similar services and work.

ARTICLE 5
CONTRACTOR MANAGEMENT

5.1 Record Keeping and Reporting Requirements

(a) Through the performance of the Work the Contractor shall prepare, maintain, and deliver records generated in accordance with the provisions of this MSA, including any Statement of Work, which shall include an annual fuel usage report. Such obligations shall apply to all Work, unless otherwise specified in this MSA.

(b) CM may at any time, and from time to time, waive the requirement to include any particular item in any report in connection with the Work or may reduce the frequency of any report, but in such event shall have the right to reinstate any item and increase the frequency of reporting to the times provided in this MSA.

(c) For clarity, nothing in this Section 5.1 shall relieve the Contractor from its obligation to execute the Work to completion in accordance with the requirements of this MSA.

5.2 Subcontractors

(a) The Contractor may, subject to this Section 5.2, subcontract portions of the Work to Subcontractors. The Contractor shall, and shall cause the Subcontractors to, perform the Work in accordance with the provisions of this MSA.

(b) The Contractor shall, with respect to subcontracts between the Contractor and its Subcontractors, provide CM, upon request, with a copy of subcontracts entered into between the Contractor and its Subcontractors, and all applicable amendments and changes, redacted to prevent disclosure of commercial information.

(c) The Contractor shall in all cases be fully responsible to CM for all of its obligations under this MSA that are subcontracted to a Subcontractor and for all acts and omissions of all Subcontractors even if such Subcontractor was preselected or approved by CM.

5.3 Access to the Work

(a) Without limiting the generality of any other provision in this MSA, at all times requested by CM during operating hours upon at least 2 Business Day's notice, the Contractor shall, at no expense to CM, provide CM and its professional advisors, auditors and consultants, and any Person authorized by CM with access to the Work (including the staff performing the Work and the Equipment being used to perform the Work) to monitor, observe and review any Work (including the staff performing the Work and the Equipment being used to perform the Work) being performed, provided that such access is not a health and safety risk to the Contractor's staff, or to CM's personnel, and the Contractor shall, and shall cause the Subcontractors to, provide, and cooperate with CM in providing, such access. The Contractor shall provide access to such Work (including the staff performing the Work and the Equipment being used to perform the Work) whenever and wherever it is in progress and the Contractor shall provide sufficient, safe and proper facilities in respect of such access. Without limiting the generality of the foregoing, during such access, CM may monitor the Work (including the staff performing the Work and the Equipment being used to perform the Work) provided that such monitoring, observing or

reviewing of the Contractor's Work or Equipment shall not cause unreasonable delays to the Contractor's performance of the Work.

(b) If any Work is found by CM, acting reasonably, not to be in accordance with the requirements of this MSA, the Contractor shall, at no expense to CM, make good such defective Work.

(c) CM, and other parties identified by CM, shall be entitled to use information obtained pursuant to this Section 5.3 for the administration of this MSA and any internal purposes.

5.4 Contingency Plan

In the event of a Contractor Default or a Material Contractor Default, CM may direct the Contractor, at the Contractor's expense, to:

(a) prepare and present to CM, for review and approval, a contingency plan ("**Contingency Plan**") as soon as practical, but not later than five (5) Business Days after the earlier of the Contractor becoming aware of, or CM notifying the Contractor of, Work that is not compliant with the terms of this MSA. Such Contingency Plan shall demonstrate how the Contractor shall address the non-compliant Work and prevent similar non-compliant Work in the future; and

(b) commence the implementation of the Contingency Plan approved by CM as soon as practical, but not later than within two (2) Business Days of CM approving the Contingency Plan; and

(c) otherwise take all measures necessary to address the Work that is not compliant with the terms of this MSA.

ARTICLE 6
COMPENSATION

6.1 Canadian Funds

All amounts in this MSA are in Canadian funds.

6.2 Documentation and Payment

(a) CM may issue a purchase order in respect of each Statement of Work. Any such purchase order shall be solely for the convenience of CM and, notwithstanding any of the provisions set out in such purchase order, shall not create any binding obligations of either CM or the Contractor or in any way be deemed to supersede or amend this MSA or any Statement of Work or be considered to form part of this MSA or any Statement of Work.

(b) CM shall pay the Contract Price for the Work performed, in accordance with the requirements of the MSA and each applicable Statement of Work within thirty (30) calendar days of the last day of the previous calendar month.

(c) For clarity, CM shall have no obligation to make any payments in respect of a calendar month until CM has received all items required from the Contractor in respect of such calendar month pursuant to the provisions of this MSA, including the applicable Statements of Work, and the items are deemed acceptable to CM, acting reasonably.

(d) Where the Contractor disputes the amount of a payment, the Contractor shall issue a written notice to CM describing the reasons for the disputed amount.

(e) Price adjustments may be made pursuant to Section 6.4.

(f) The Contractor shall inform CM of any payment errors that result in overpayment by CM in a timely manner by issuing a written notice informing CM of the credit necessary to correct such error in the next payment or, if the overpayment is in respect of the last payment, by issuing a refund to CM within thirty (30) calendar days.

6.3 Taxes

(a) Except for applicable taxes payable by CM pursuant to any Statements of Work, all taxes, including any sales, use, excise and similar value added taxes, however denominated or measured, imposed upon the price or compensation under this MSA or any Statements of Work, or upon the Work provided hereunder or thereunder, or based on or measured by gross receipts or net income, or measured by wages, salaries or other remuneration of the Contractor's employees, will be solely the responsibility of the Contractor. The Contractor will deposit, or cause to be deposited, in a timely manner with the appropriate taxing authorities all amounts required to be withheld.

6.4 Price Adjustment

(a) Price adjustments may be specified in a Statement of Work.

6.5 Monies Due to CM

(a) In the event there are any monies payable to CM by the Contractor under the terms of this MSA, CM shall invoice the Contractor for such amounts and the Contractor shall pay such amounts to CM in accordance with such invoice.

6.6 Other Requirements

(a) The Contractor is not eligible for any payment until after the performance of Work under a Statement of Work.

6.7 Interest

(a) The Contractor shall be entitled to interest upon any amounts owing for more than thirty (30) calendar days following the date on which payment is due on account of delay in payment by CM, until payment of the unpaid amount. The interest shall be simple interest payable monthly at a rate of one percent (1%) per annum plus Prime.

6.8 Limited Liabilities

(a) Subject to Section 6.8(b), the total cumulative liability of the Contractor to CM for all Losses and Claims of any kind with respect to this MSA, whether based on tort, negligence, contract, warranty, strict liability or otherwise shall be the total amount of the Contract Price paid to the Contractor for the Work, provided that in the first twelve (12) months after the Effective Date, such total cumulative liability shall be the greater of (i) the total amount of the Contract Price paid to the Contractor for the Work and (ii) CM's reasonable estimate of the Contract Price expected to be

paid to the Contractor for the Work during the first twelve (12) months after the Effective Date (the "**Contractor Liability Threshold**").

(b) The Contractor Liability Threshold and Section 6.8(a) shall not apply to any Losses and Claims arising out of, or in consequence of, any one or more of the following for which there shall be no limit of liability:

(i) all costs to complete the Work, in accordance with this MSA, including the applicable Statements of Work, that are in excess of Contract Price; and

(ii) indemnification by the Contractor as set out in Section 7.2(a).

(c) The total cumulative liability of CM to the Contractor for all Losses and Claims of any kind with respect to this MSA, whether based on tort, negligence, contract, warranty, strict liability or otherwise shall be the total amount of the Contract Price paid to the Contractor for the Work, provided that in the first twelve (12) months after the Effective Date, such total cumulative liability shall be the greater of (i) the total amount of the Contract Price paid to the Contractor for the Work and (ii) CM's reasonable estimate of the Contract Price expected to be paid to the Contractor for the Work during the first twelve (12) months after the Effective Date (the "**CM Liability Threshold**").

ARTICLE 7
FAILURE TO PERFORM, REMEDIES AND TERMINATION

7.1 Time of the Essence

(a) Time shall be of the essence for the performance of the Contractor's obligations under this MSA, including the performance and completion of the Work. The Work shall be delivered within the time promised, failing which CM reserves the right to terminate this MSA, or portion thereof including one or more Statements of Work, in accordance with Section 7.4 without penalty or prejudice to any other right to remedy available to CM.

(b) In a case that the Contractor fails to perform the Work in accordance with the terms, conditions and specifications of this MSA, including any Statements of Work, CM may give the Contractor notice as a written warning detailing the performance failure.

7.2 Responsibility for Damages/Indemnification

(a) Contractor Indemnity:

(i) The Contractor shall indemnify and hold harmless CM and its officers, directors, employees, agents and representatives (collectively, the "**CM Indemnitees**") from and against any and all Losses and Claims brought against, suffered, sustained or incurred by the CM Indemnitees, directly or indirectly arising out of this MSA attributable, wholly or in part, to:

(i) bodily injury, sickness, disease or death or to damage to or destruction of tangible property occurring in or on the premises or any part thereof and as a result of activities under this MSA;

(ii) any negligent acts or omissions by, or willful misconduct of, the Contractor, its officers, agents, servants, employees, licensees or subcontractors, including failing to exercise the standard of care, skill judgment and diligence required pursuant to Section 4.1(f);

(iii) failure to comply with, or breach of, any of the Contractor's obligations under this MSA;

(iv) damages caused by the Contractor, its officers, agents, servants, employees, licensees or subcontractors, or arising from the execution of the Work, or by reason of the existence or location or condition of Work or any materials, plan or Equipment used thereof or therein, or which may happen by reason of the failure of the Contractor, its officers, agents, servants, employees, licensees or subcontractors to do or perform any or all of the several acts or things required to be done by them under this MSA; or

(v) any breaches, assessments, fines, penalties, orders or allegations of non-compliance under Applicable Law, including the Regulation, Bylaws or any applicable policy of the Authority directly attributable, in whole or in part, to the acts or omissions of the Contractor, its officers, agents, servants, employees, licensees or subcontractors, except to the extent such assessment is attributable to the negligence, willful misconduct or breach of this MSA by CM.

(ii) Without limiting the generality of any other provision in this MSA, the Contractor shall indemnify and hold the CM Indemnitees harmless from and against any and all Losses and Claims brought against, suffered, sustained or incurred by the CM Indemnitees attributable to, wholly or in part, any acts or omissions either in negligence or nuisance whether wilful or otherwise by the Contractor, its officers, agents, servants, employees, licensees or subcontractors.

(iii) Notwithstanding any other provision in this MSA, indemnification by the Contractor pursuant to this Section 7.2(a) shall include claims, demands, actions, suits and other proceeding by Persons against the CM Indemnitees for consequential, indirect, incidental, special, exemplary, punitive or aggravated damages, loss profits or revenues or diminution in value.

(iv) The Contractor acknowledges that CM holds the benefit of any provision in this MSA, including under this Section 7.2(a).

(b) CM Indemnity

(i) CM shall indemnify and hold harmless the Contractor, and its respective elected officials, officers, directors, employees, agents and representatives (the "**Contractor Indemnitees**") from and against any and all Losses and Claims brought against, suffered, sustained or incurred by the Contractor Indemnitees, directly or indirectly arising out of this MSA attributable, wholly or in part, to any grossly negligent acts or omissions by, or willful misconduct of, CM, its officers, agents, servants, employees, licensees or contractors (other than the Contractor).

7.3 Force Majeure

(a) Subject to Section 7.3(b), "Force Majeure Event" means any event or circumstance beyond the reasonable control of either CM or the Contractor (other than a lack of funds or other financial reason) including the following:

(i) Unusually Severe Adverse Weather Conditions; and

(ii) riots, war, rebellion, sabotage and atomic or nuclear incidents.

(b) A Force Majeure Event shall not include the following events or circumstances:

(i) weather conditions that are not Unusually Severe Adverse Weather Conditions;

(ii) an electricity system outage, unless the electricity system outage affects an entire Registered Community and persists for at least forty-eight (48) hours and is caused by a Force Majeure Event;

(iii) unavailability of, or delays in delivery or breakage of, or shortage of, Equipment or materials, unless such unavailability, delays, breakage or shortage are caused by a Force Majeure Event;

(iv) the quantity of PPP collected or received differs from the Contractor's expectations;

(v) delay or other failure arising out of the nature of the Work to be done, or from any normal difficulties that may be encountered in the performance of the Work, having regard to the nature thereof;

(vi) if and to the extent the Party seeking to invoke the Force Majeure Event has caused the applicable Force Majeure Event by its (and, in the case of the Contractor, Subcontractor's) fault or negligence; or

(vii) if and to the extent the Party seeking to invoke the Force Majeure Event has failed to use reasonable efforts to prevent or remedy the Force Majeure Event, so far as possible and within a reasonable time period.

(c) Circumstances relating to Pandemic Conditions shall not be regarded as a Force Majeure Event.

(d) A Party that experiences a Force Majeure Event shall use all commercially reasonable efforts to end the Force Majeure Event, ensure the effects of the Force Majeure Event are minimized and resume full performance under this MSA.

(e) In the event that either CM or the Contractor shall be unable to fulfil, or shall be delayed, or shall be prevented from the fulfilment of, its obligation under this MSA by reason of a Force Majeure Event, then either Party shall forthwith notify the other in writing and CM shall:

(i) terminate this MSA or any affected Statements of Work as soon as reasonably practicable in writing and without any further payments being made;

(ii) perform, or engage others to perform, the obligations under this MSA that are impacted by the Force Majeure Event; and/or

(iii) authorize the Contractor to continue the performance of this MSA in writing with such adjustments and/or amendments as required by the existence of the Force Majeure Event and as agreed upon by both Parties acting reasonably. If the Parties cannot agree upon the adjustments and/or amendments, it is agreed by the Parties that this MSA shall be immediately terminated with no further obligations by either Party.

(f) For clarity, the Contractor shall not be entitled to be paid for obligations under this MSA that it does not perform as a result of a Force Majeure Event.

(g) For the purposes of clarification and notwithstanding any other provision in this MSA, the Contractor shall be solely responsible for maintaining all Work, including collection services, as applicable, in all circumstances that are not Force Majeure Events, in compliance with the requirements of this MSA.

7.4 MSA Termination

(a) Any termination of this MSA or termination of the Contractor's right to perform the Work (or any part thereof) by CM shall be without prejudice to any other rights or remedies CM may have.

(b) Without prejudice to any other right or remedy CM may have under this MSA, CM may terminate this MSA, or any Statements of Work, or terminate the Contractor's right to perform the Work (or any part thereof) as follows:

(i) notwithstanding any other section of this MSA, if there is a Legislative Change, immediately, upon written notice being provided to the Contractor;

(ii) if there is a Material Contractor Default, immediately, upon written notice being provided to the Contractor;

(iii) if there is a Contractor Default and the Contractor has failed to cure such Contractor Default within fifteen (15) Business Days after receipt of notice of such Contractor Default, or within the time specified in a Contingency Plan approved by CM in accordance with Section 5.4, or within such other time as mutually agreed between the Parties, immediately, upon written notice being provided to the Contractor; and

(iv) if the Parties cannot agree upon a Change Order, immediately, upon written notice being provided to the Contractor. Without limiting the generality of the foregoing, CM may exercise the right of termination provided for in this Section 7.4(b)(iv), if the Parties cannot agree upon a Change Order in respect of a Communications pursuant to Section 8.16.

(c) If CM terminates this MSA or any Statement of Work as noted above, CM is entitled to:

(i) Take possession immediately of all the PPP;

(ii) Withhold any further payments to the Contractor until the completion of the Work; and

(iii) Recover from the Contractor, any loss, damage, and expense incurred by CM by reason of the Contractor's default under Sections 7.4(b)(ii) or 7.4(b)(iii), which may be deducted from any monies due, or becoming due, to the Contractor.

(d) For clarity, if CM terminates this MSA or any Statement of Work because of a Legislative Change or pursuant to Section 7.4(b)(iv), then, subject to the other provisions of this MSA, CM shall only be required to pay the Contractor for the Work performed prior to the date of termination, less any amounts already paid for Work performed, and not for lost profits.

(e) The Contractor may terminate this MSA, or any Statements of Work, as follows:

(i) without cause at any time, upon eighteen (18) months' written notice being provided to CM;

(ii) for non-payment of undisputed amounts due and payable under this MSA, if CM has failed to cure such non-payment within sixty (60) days after receipt of a notice of non-payment, the Contractor may terminate this MSA with thirty (30) days' notice; and

(iii) for breach of CM's confidentiality obligations under Section 8.12 of this MSA, if CM has failed to cure such breach of confidentiality within sixty (60) days after receipt of a notice of such breach, the Contractor may terminate this MSA with thirty (30) days' notice.

7.5 Remedies

(a) The rights and remedies of CM as set forth in any provision of this MSA, including Section 7.4, shall not be exclusive and are in addition to any other rights or remedies provided by law or in equity or otherwise.

(b) The exercise of any remedy provided by this MSA does not relieve the Contractor from any liability remaining under this MSA.

(c) CM may take such steps as it considers necessary to remedy any breach of contract and any damages or expenditures thereby incurred by CM plus a reasonable allowance for overhead may be collected by deduction or set-off pursuant to Section 7.4(c).

(d) No waiver of any right or obligation of either Party hereto shall be effective unless in writing, specifying such waiver, and executed by the Party against whom such waiver is sought to be enforced. Except as otherwise set forth in this MSA, no failure to exercise, or delay in exercising, any rights, remedy, power or privilege arising from this MSA shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege. A waiver by either Party of any of its rights under this MSA on any occasion shall not be a bar to the exercise of the same right on any subsequent occasion or of any other right at any time.

7.6 Disputes

(a) If there is a dispute between CM and the Contractor as to their respective rights and obligations, the Parties shall use the following dispute resolution procedures to resolve such dispute:

(i) The Parties shall attempt to resolve the dispute through informal discussions;

(ii) If, after a period of ten (10) Business Days, either Party believes the dispute will not be resolved through informal discussion, the dispute shall be referred by the Parties to non-binding mediation whereby the fees and expenses of the mediator will be divided equally (i.e., 50/50) between CM and the Contractor. The mediator will be appointed jointly by the Parties; and

(iii) If the Parties are unable to resolve the dispute within a period of thirty (30) calendar days after the first mediation session, the dispute shall be resolved through binding arbitration in accordance with Section 7.7.

7.7 Arbitration

(a) As provided for in Section 7.6(a)(iii), disputes shall be resolved through binding arbitration in accordance with the Arbitration Act, RSA 2000, C A-43 ("**Arbitration Act**"), as amended from time to time.

(b) CM and the Contractor shall agree on an arbitrator within ten (10) Business Days after either Party receives notice from the other Party. If the Parties fail to agree, either Party may apply to a court of competent jurisdiction for the appointment of an arbitrator in accordance with the Arbitration Act, as amended.

(c) No one shall be named or act as an arbitrator who is interested in any way financially in this MSA or in the business affairs of either Party or has been directly or indirectly involved to settle the matter.

(d) The arbitrator is not authorized to make any decision inconsistent with this MSA or any Statement of Work, nor shall the arbitrator modify or amend any of this MSA terms.

(e) The Parties agree that the award made by the Arbitrator shall be final and binding and shall in all respect be kept and observed.

(f) The arbitrator, or arbitral tribunal, will apportion the costs of the arbitration to the Parties.

(g) The Contractor shall be deemed to abandon the matter if no arbitrator has been appointed within six (6) months of CM's receipt of the notice specified in Section 7.7(b).

(h) No matter may be submitted to arbitration except in accordance with the above provisions.

7.8 Choice of Forum

Any legal suit, action, litigation, or proceeding of any kind whatsoever in any way arising out of, from or relating to this MSA shall be instituted in the courts of the City of Calgary, Alberta, and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, litigation or proceeding. Service of process, summons, notice, or other document by mail or personal service to such Party's address set forth herein shall be effective service of process for any suit, action, litigation or other proceeding brought in any such court. Each Party agrees that a final judgment in any such suit, action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. The Parties irrevocably and unconditionally waive any objection to

the venue of any action or proceeding in such courts and irrevocably waive and agree not to plead or claim in any such court that any such action or proceeding brought in any such court has been brought in an inconvenient forum.

ARTICLE 8
STANDARD CONDITIONS

8.1 Governing Law

This MSA will be interpreted and governed by the laws of the Province of Alberta.

8.2 Compliance with Laws and Permits

(a) The Contractor shall comply in all material respects with Applicable Law and shall perform and complete the Work, and cause the Work to be performed and completed, in accordance with and in compliance with all Applicable Law, including all Applicable Law related to the environment and health and safety. If there is a conflict between the standards required by Applicable Law, then Contractor shall perform and complete the Work in compliance with the higher or more rigorous standard.

(b) The Contractor shall obtain, and shall ensure Subcontractors obtain, all permits, permissions, licences, and approvals required to perform the Work.

8.3 Assignment

This MSA enures to the benefit of and is binding upon the Contractor and CM and their successors and permitted assigns. The Contractor shall not assign, transfer (including a change in control of Contractor), convey or otherwise dispose of this MSA, including any rights or obligations under this MSA, or its power to execute such MSA, without the prior written consent of CM.

8.4 Contractor to Make Examinations

The Contractor has made its own examination, investigation, and research regarding proper methods of providing the Work and all conditions affecting the Work under this MSA, and the labour, equipment and materials needed thereon, and the quantity of the work to be performed. The Contractor agrees that it has satisfied itself based on its own investigation and research regarding all such conditions, that its conclusion to enter into this MSA was based upon such investigation and research, and that it shall make no claim against CM because of any of the estimates, statements or interpretations made by any officer or agent of CM that may be erroneous.

8.5 Access to Records

(a) The Contractor shall maintain in its designated local office full and complete operations, customer, financial and service accounts, books and records, as applicable to the Work, including records related to arranging, establishing or operating a collection system and records related to arranging, establishing or operating a promotion and education program, in each case in accordance with the Regulation, Bylaws and any applicable policy of the Authority (collectively, the "**Records**") that at any reasonable time shall be open for inspection and copying for any reasonable purpose by CM. In addition, the Contractor shall maintain in its head office reporting records and billing records pertaining to this MSA that are prepared in accordance with Generally Accepted Accounting

Principles (GAAP). The Records shall include such reporting records and billing records and all records and payments under this MSA, as adjusted for additional and deleted services provided under this MSA. CM shall be allowed access to the Records for audit (including, as applicable to the Work, for an audit implemented in accordance with the Regulation, Bylaws or any applicable policy of the Authority) and review purposes.

(b) The Contractor shall make available copies of certified weigh scale records for PPP collected under this MSA on request within two (2) Business Days of the request by CM. The weigh scale records may be requested for any period during the term of this MSA.

(c) All records related to this MSA, including the Records, shall be maintained, and access granted pursuant to this Section 8.5, throughout the term of this MSA and for at least five (5) years thereafter.

8.6 Insurance

(a) Each of Contractor and CM shall comply with the insurance obligations set out in Schedule B.

8.7 Changes to MSA

(a) Changes to this MSA, including any Statement of Work, may only be made in writing signed by duly authorized representatives of both Parties.

(b) No Party shall have any obligation with respect to the implementation of a Change Order unless or until the Parties have reached agreement in writing and the Parties have entered into a Statement of Work in respect of such change.

8.8 Change Management

(a) CM shall be entitled to propose changes, alterations and/or amendments to the Work including removing all or a portion of the Work under any Statements of Work. If CM deems it prudent to require a change in the Work, CM shall notify the Contractor of the proposed change in the Work in writing ("**Change Notice**").

(b) A Change Notice shall describe the change in the Work in sufficient detail to enable the Contractor to calculate and provide a change in cost estimate (the "**Cost Estimate**"), if any. The Contractor agrees that the Cost Estimate shall be provided in writing to CM within a period of fifteen (15) Business Days or other timeline agreed to with CM in writing from the date of receipt of the Change Notice.

(c) The Cost Estimate shall include but is not limited to the following as it relates to the change in Work:

(i) A comment on whether relief from compliance with Contractor's obligations under this MSA is required;

(ii) Any impact on Contractor's ability to meet its obligations and the terms and conditions set out in this MSA;

(iii) Any amendment that may be required to be made to the terms and/or conditions of this MSA; and

(iv) Any change in the Contractor's costs.

(d) As soon as practicable after CM receives the Cost Estimate, the Parties shall act in good faith to resolve the issues set out in the Cost Estimate and Change Notice, including providing evidence that the Contractor has used best efforts, such as (where practicable) the use of competitive quotes with its subcontractors to minimize any increase in costs and maximize any reduction in costs, demonstrating that any expenditure to be incurred or avoided has been determined in a cost effective manner, and any other evidence deemed appropriate by the Contractor and CM, acting reasonably.

(e) If the Contractor does not intend to use its own resources to implement any change in the Work, subject to prior written approval of CM, the Contractor may subcontract the required resources with the objective of ensuring that it obtains best value for money when procuring any Work, services, supplies, materials, or equipment required in relation to the change in the Work.

(f) If the Parties agree to the Cost Estimate and Change Notice, as may be modified, amended or altered by the Parties, the Parties shall document the applicable changes to the Statement of Work ("**Change Order**") in respect of such modified, amended or altered Cost Estimate and Change Notice within five (5) Business Days after the Contractor receives confirmation from CM that such Cost Estimate and Change Notice are accepted. For clarity, the Cost Estimate and Change Notice shall not be implemented, unless and until, the Parties have entered into a Change Order in respect of such Cost Estimate and Change Notice.

(g) Any change in the Work that causes, or is expected to cause, the Contractor's costs or any subcontractor's costs to decrease shall be treated as a benefit to the Contractor with the expectation and understanding that CM will also realize a proportional financial benefit in an amount to be negotiated in good faith between the Parties. If such an understanding cannot be reached, the Parties agree to resolve the difference through the dispute resolution provisions set out in this MSA.

(h) Contractor's Proposed Change in the Work:

(i) If the Contractor seeks to propose a change in the Work in accordance with an express entitlement in this MSA, it must notify CM in writing. The Contractor, in proposing a change in the Work, agrees to provide CM with the following information and details in writing:

(i) A description of the proposed change in the Work in sufficient detail, to enable CM to evaluate it in full;

(ii) Reasons in support of the Contractor's proposed change in Work;

(iii) Set out the details and implications of the change in the Work, including any anticipated change in the costs of providing the Work by the Contractor;

(iv) Indicate whether a variation to the Contract Price is proposed (and, if so, provide a detailed Cost Estimate of such proposed change); and

(v) Identify an appropriate timeframe for the implementation of the change in Work.

(ii) CM agrees that it shall, in a timely manner, and in any event no later than fifteen (15) Business Days, evaluate the Contractor's proposed change in the Work, considering all relevant issues, including whether:

(i) A change in the Contract Price will occur;

(ii) The change affects the quality of the Work or the likelihood of successful delivery of the amended Work;

(iii) The change will interfere with any relationship of CM with third parties;

(iv) The financial strength of the Contractor is sufficient to perform the change; and

(v) The change materially affects the risks or costs to which CM is exposed.

(iii) If CM accepts the Contractor's proposed change in the Work, the change in the Work shall be set out in a Change Order documenting all changes to the scope of Work and/or terms and conditions of this MSA. Where CM accepts the Contractor's change proposal CM shall notify the Contractor in a timely manner.

(iv) If CM rejects the Contractor's change proposal, CM shall provide written reasons outlining the basis upon which the change in Work is not accepted by CM.

(v) Unless CM specifically agrees to an increase in the Contract Price in writing, there shall be no increase in price because of a change in the Work proposed by the Contractor.

(vi) Any change in the Work proposed by the Contractor that causes or that is expected to cause the Contractor's costs or any subcontractor's costs to decrease shall be treated as a benefit with expectation that CM will also realize a proportional financial benefit in an amount to be negotiated in good faith between the Parties. The Parties agree to take all reasonable steps to negotiate the proportional financial benefit in good faith, failing which the Parties agree to resolve the difference through the dispute resolution provisions set out in this MSA.

(i) Except as specifically confirmed in writing by the Parties in accordance with this Section 8.8, all Work shall remain unaltered and shall be performed in accordance with the terms and conditions of this MSA.

8.9 Conflicts and Omissions

(a) Neither Party to this MSA shall take advantage of any apparent error or omission in this MSA or any Statement of Work. Any Work not herein specified which is necessary for the proper performance and completion of any Work contemplated, which may be implied as included in this MSA, shall be done by the Contractor as if such Work had been specified and shall not be construed as a variation of the Work.

(b) If the Contractor discovers any provision in this MSA which is contrary to, or inconsistent with any Applicable Law, the Contractor shall forthwith report the inconsistency or conflict to CM in writing and shall not perform the Work impacted by such inconsistency or conflict until it receives instructions from CM.

8.10 Duty to Notify

(a) As may be further specified in a Statement of Work, if the Contractor becomes aware of any problem and/or condition which may adversely affect the performance of the Work, or the ability of the Contractor to conform with any requirements for the term of this MSA, then the Contractor shall immediately after becoming aware of same, notify CM, in writing, of such occurrence and of the nature of the relevant problem or condition in sufficient detail to permit CM to understand the nature and scope thereof. In any event, the Contractor will provide such written progress reports to CM as reasonably requested by CM but not less frequently than monthly unless otherwise agreed to in writing by CM.

(b) The Contractor shall have the appropriate crisis management protocols and procedures in place to manage an operational, reputational, or other crisis related incident and share these plans with CM upon the execution of this MSA. CM will review such plans and may request modification to ensure alignment within its crisis management protocols and procedures.

8.11 Intellectual Property

(a) Subject to Sections 8.11(b) or 8.11(c) of this MSA, all Collection Data (including any Intellectual Property Rights residing therein) obtained by or made available to the Contractor in connection with this MSA (collectively, "**Documentation**") are the property of CM or such other entity as identified by CM, and the Contractor shall use such Documentation only as is necessary to perform the Work in accordance with this MSA or as necessary for internal operational, planning, or policy purposes and abiding by any regulatory requirements.

(b) Notwithstanding any other provisions in Section 8.11, the Documentation that is subject to disclosure obligations or requirements to safeguard personal information for privacy purposes under the *Freedom of Information and Protection of Privacy Act* (Alberta), an administrative or court order, and Documentation the content of which was ordinarily disclosed by the Contractor to the public in the normal course of its operations before the Effective Date, does not become part of the property of CM pursuant to Section 8.11. Where the Contractor is complying with any of the Applicable Law indicated in this Section 8.11(b), the Contractor shall not be considered to be breaching this MSA.

(c) CM acknowledges and agrees that any Documentation, regardless of whether the property of CM pursuant to Section 8.11(a), may be a record for which the Contractor may have record retention and record destruction obligations pursuant to Applicable Law. Where such requirements imposed on the Contractor conflict with requirements that CM may have with respect to the same Documentation, the Contractor shall not be considered to be breaching this MSA, and the Parties will cooperate fully in resolving the matter.

(d) Title to and all property right, title and interest in the Documentation and all Intellectual Property Rights in the Work, including all Intellectual Property Rights and personal property rights in or to the foregoing, shall transfer and are hereby assigned to CM free and clear of all encumbrances

upon CM making any payment in accordance with this MSA which is attributable, either in whole or in part, to the relevant Work.

(e) The Contractor acknowledges and agrees that CM shall have full ownership of all personal property rights and Intellectual Property Rights in any and all Documentation and all Intellectual Property Rights in the Work in accordance with the terms of this MSA.

(f) The Contractor hereby waives all rights, including any and all moral rights, in and to the Work and Documentation and shall obtain such waivers from all applicable personnel of the Contractor. Where applicable, the Contractor shall endeavor to obtain from all of the subcontractors and personnel of the Contractor the rights and waivers necessary to transfer the ownership of the Work and Documentation (including any Intellectual Property Rights therein or related thereto) to CM.

(g) Subject to the terms and conditions of this MSA, the Contractor acknowledges and agrees that CM shall be entitled to fully exploit the Work and Documentation without restriction, and CM acknowledges and agrees that the Contractor shall be entitled to use the Documentation in accordance with the Contractor's obligations under Applicable Law as set out in Section 8.11(b) and 8.11(c). To the extent the Contractor owns or possesses any Intellectual Property Rights required for full exploitation of the Work or Documentation, the Contractor hereby grants to CM a worldwide, exclusive, royalty-free, fully paid-up, transferable (to successors and assigns, including as a result of the acquisition of all or substantially all of the shares or assets of CM, or if required by law), license under such Intellectual Property Rights to fully exploit the Work and Documentation. The Contractor shall enable CM to fully exploit the Work and Documentation and any component thereof and to enjoy the full exercise of the rights conferred under this Section 8.11, including by, at CM's request, making available or delivering to CM where feasible as determined by the Contractor such technology (including software and data) in the Contractor's possession, custody or control as is required for CM to exploit the Work and Documentation.

8.12 Confidentiality Covenant

(a) Confidential Information means information of or relating to a Party (the "**Disclosing Party**") that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure and has or will come into the possession or knowledge of the other Party (the "**Receiving Party**") whether such information is or has been conveyed verbally or in written or other tangible form, and whether such information is acquired directly or indirectly such as in the course of discussions or other investigations by the Receiving Party. Without limiting the foregoing, Confidential Information includes all technical, financial and business information, ideas, concepts or know-how, or relating to Work performance and Work delivery and the terms of this MSA. Confidential Information does not include information that: (i) was already known to the Receiving Party, without obligation to keep it confidential, at the time of its receipt from the Disclosing Party; or (ii) is or becomes available to the public other than as a result of a breach hereof by the Receiving Party; provided that the foregoing exceptions will not apply with respect to any personal information that is subject to privacy laws ("**Confidential Information**").

(b) The Receiving Party shall:

(i) take all measures reasonably required to maintain the confidentiality and security of the Confidential Information of the Disclosing Party;

(ii) not use or reproduce Confidential Information for any purpose, other than as reasonably required to exercise or perform its rights or obligations under this MSA;

(iii) not disclose any Confidential Information other than to employees, agents or subcontractors of the Receiving Party ("**Representatives**") to the extent, and only to the extent, they have a need to know the Confidential Information in order for Receiving Party to exercise its rights or perform its obligations under this MSA and who are bound by a legal obligation to protect the received Confidential Information from unauthorized use or disclosure; and

(iv) be responsible for any breach of this MSA by any of its Representatives.

(c) Notwithstanding the above, the Receiving Party may disclose Confidential Information of the Disclosing Party to the extent required by a court of competent jurisdiction or other governmental authority or otherwise as required by Applicable Law, provided that, unless prohibited by Applicable Law, the Receiving Party gives the Disclosing Party an opportunity to oppose the disclosure or to seek a protective order protecting such Confidential Information prior to any such disclosure.

(d) Upon expiry or termination of this MSA, or upon request by the Disclosing Party, the Receiving Party will return to the Disclosing Party, or irrecoverably destroy, any Confidential Information of the Disclosing Party.

(e) Contractor will not access, collect, use, disclose, dispose of or otherwise handle information of or about individuals that is subject to Applicable Law relating to privacy ("**Privacy Laws**") in the performance of its obligations under this MSA, except: (i) to the extent necessary to perform the Work; (ii) in accordance with all Privacy Laws; and (iii) in a manner that enables CM to comply with all Privacy Laws, including that the Contractor will obtain appropriate consents from the applicable individuals to allow Contractor and CM to exercise their rights and to perform their obligations under this MSA as they relate to such information. Unless prohibited by Applicable Law, Contractor will immediately notify CM of any demand, or request by a third party (including any government or a regulatory authority) for the disclosure of any information of CM which is subject to Privacy Laws, and, to the maximum extent permitted by Applicable Law, will oppose, seek judicial relief of and appeal any such demand or request. Contractor will immediately notify CM if Contractor becomes aware that Contractor has failed to comply with Privacy Laws in connection with of this MSA.

(f) Each Party agrees and acknowledges that any violation of this Section 8.12 may cause irreparable injury to the other Party and that, in addition to any other remedies that may be available (in law, in equity or otherwise), the injured Party shall be entitled to seek an injunction, specific performance or other equitable relief against the threatened breach of this Section 8.12 or the continuation of any such breach, without the necessity of proving actual damages or posting any bond or other security.

8.13 Severability

(a) If, for any reason, any part, term, or provision of this MSA is held by a court of the Province of Alberta to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if this MSA did not contain the particular provision held to be invalid.

(b) If it should appear that any provision hereof conflicts with any statutory provision of the Province of Alberta or federal law, said provision, which may conflict therewith, shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform to such statutory provisions.

8.14 Survival

All provisions of this MSA which expressly or by their nature survive the expiry or termination of this MSA shall survive the expiry or termination of this MSA, including the following: Section 6.8 (Limited Liabilities), Section 7.2 (Responsibility for Damages/Indemnification), Section 7.4 (MSA Termination), Section 8.11 (Intellectual Property) and Section 8.12 (Confidentiality Covenant).

8.15 Further Assurances

Each Party shall, at its expense, do, execute and deliver, or cause to be done, executed and delivered, such further acts and documents as the other Party may reasonably request from time to time for the purpose of giving effect to this MSA or carrying out the intention or facilitating the performance of the terms of this MSA.

8.16 Revisions to this MSA

Except as otherwise expressly stated in this MSA, no amendment, supplement, modification or waiver or termination of this MSA and, unless otherwise specified, no consent or approval by any Party, is binding unless executed in writing and signed by an authorized representative of each Party. Notwithstanding the foregoing, CM may propose any revisions to this MSA necessary to comply with amendments to the Regulation or other notices, interpretations, rulings, directives or other communications issued pursuant to the Regulation (collectively, "**Communications**"), and CM will provide the Contractor with written notice of such proposed revisions as soon as reasonably practicable. Such revision shall automatically have effect from the date of the Change Order, if any, related to such Communications. CM shall make commercially reasonable efforts to consider and respond to reasonable written feedback related to such revisions received from the Contractor within thirty (30) calendar days of receiving such feedback.

8.17 Counterparts

This MSA may be executed in counterparts, each of which shall be deemed an original and which, taken together, shall constitute one and the same instrument. Each counterpart of this MSA may be executed by electronic signature. CM and the Contractor shall execute and deliver such further and other documents and do and perform such further and other acts or things as may be necessary or desirable to give full effect to this MSA.

8.18 Notice

Unless expressly stated otherwise, any notice, request, consent, claim, demand, waiver or other communication required or permitted to be given in connection with this MSA must be given in writing and will be given by hand or sent by courier or emailed, in each case addressed as follows, and will be deemed to have been received on the day of receipt if by hand or courier, or if given by email three (3) Business Days after confirmation of email transmission.

To CM:

Circular Materials
1 St. Clair Avenue West, Suite 700
Toronto, ON M4V 1K6
Attention: Managing Director – Alberta
Email: procurement@circularmaterials.ca

To Contractor:

Summer Village of White Sands
Box 119
Stettler, AB T0C 2L0
Attention: Melissa Beebe
Email: cao@whitesandsab.ca

ARTICLE 9
MSA SCHEDULE

9.1 MSA Schedule

Attached to and forming an integral part of this MSA are:

- Schedule A – Statement(s) of Work
- Schedule B – Insurance Requirements

IN WITNESS WHEREOF, the terms and conditions of this MSA are acknowledged and agreed to by the Parties as of the date first listed above.

Summer Village of White Sands

Name: Melissa Beebe
Title: Chief Administrative Officer

Name: Dan Zembal
Title: Mayor

We have authority to bind the Contractor.

Circular Materials

Name: Allen Langdon
Title: CEO

I have authority to bind CM.

Schedule A – Statements of Work

Note: See attached

Schedule B – Insurance Requirements

(a) The Contractor shall, at its own expense, obtain and maintain the following insurance coverage:

(i) throughout the term of this MSA:

A. Commercial general liability insurance on an occurrence basis for an amount not less than five million ($5,000,000) dollars per each occurrence, five million ($5,000,000) dollars general aggregate and a two million ($2,000,000) dollars products-completed operations aggregate limit. Where Contractor is a local government, Contractor may self-insure for equivalent or better coverage (in which case Contractor will respond to all claims, actions, demands, expenses and losses by whomsoever made in the same manner as if commercial Comprehensive General Liability insurance was purchased for same and as if CM were included in such policy as an additional insured). Such policy shall have a deductible not exceeding $100,000 per occurrence, or, where contractor is unable to obtain a deductible not exceeding $100,000 per occurrence, CM may, in its sole discretion approve a higher deductible amount. The commercial general liability policy is to contain, or be endorsed to contain, the following provisions:

(i) The policy shall include CM as an additional insured with respect to the Contractor's operations, acts and omissions relating to its obligations under this MSA, such policy to include non-owned automobile liability, bodily injury, property damage, contractual liability, owners and contractors protective, products and completed operations, contingent employers' liability, cross liability and severability of interest clauses;

(ii) The Contractor's insurance coverage shall be the primary insurance with respect to CM and its officers, directors, employees, agents and representatives. Any insurance, self-insurance, or insurance pool coverage maintained by CM shall be more than the Contractor's insurance and shall not contribute with it; and

(iii) Coverage shall state that the Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

B. For all statements of work involving depots, "all risks" property insurance in amounts sufficient to fully cover, on a replacement cost basis without deduction for depreciation, any building in which the Work is being performed (including all depots, if any) and the Equipment contained therein and all other property owned by the Contractor or by others located therein including equipment, furniture and fixtures. Such insurance shall provide for a waiver of subrogation in favour of CM.

(b) if applicable, during any period in which Work is being performed under a Curbside Collection Statement of Work or Depot Operations and Transfer Statement of Work or Depot Operations, Transfer and Processing Statement of Work, Automobile liability insurance for an amount not less than five million ($5,000,000) dollars per occurrence on forms meeting statutory requirements covering all owned, non-owned, operated, hired, and leased vehicles used in the execution of this MSA. The policy shall be endorsed to provide contractual liability coverage;

(c) if applicable, during any period in which Work is being performed under a Curbside Collection Statement of Work or Depot Operations, Transfer and Processing Statement of Work, Sudden and Accidental Pollution Liability Insurance covering the Work and services described in this MSA including coverage for loss or claims arising from contamination to third party property damage, bodily injury, cleanup costs and legal defense during the execution of this MSA. Such policy shall provide coverage for an amount not less than two million ($2,000,000) dollars;

(d) If applicable, during any period in which Work is being performed under a Depot Operations Statement of Work or Depot Operations and Transfer Statement of Work, Contractor will seek advice and obtain any necessary environmental impairment liability insurance or other such policy as may be recommended by their insurance broker or legal counsel to adequately protect against risks of environmental liability, with typical environmental impairment liability insurance for the Services having a limit of not less than $1,000,000 (one million dollars) per occurrence with a deductible not greater than $100,000 (for clarity, neither the amount nor type of environmental impairment liability insurance obtained by Contractor will in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Agreement);

(e) Policies for the above must be kept continuous throughout the term of the applicable SOW. If any of the above policies are being cancelled, the Contractor shall notify CM in writing at least thirty (30) calendar days prior to the effective date of cancellation. The Contractor shall provide proof of renewal or replacement of any other policies of insurance, on or before the expiry date, at the request of CM. CM reserves the right to request such higher limits of insurance or other types of policies appropriate to the Work as CM may reasonably require.

(f) The Contractor shall not commence Work until documentation evidencing the insurance requirements of the Contractor, has been filed and accepted by CM. The documentation shall be certificates of insurance if purchased from a third party or evidence of self-insurance if applicable.

(g) All coverages for Subcontractors shall be subject to the same insurance requirements as stated herein for the Contractor. Where the Contractor engages a Subcontractor to perform all Work identified in this Agreement or SOW, the Subcontractor shall be solely responsible for obtaining and maintaining the insurance coverage specified in this Schedule B. The Contractor will not be required to obtain or maintain this coverage. The Contractor and CM shall be included as additional insureds on the Subcontractor's insurance policy.

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 7.2
Title: Regional Transportation Advocacy – Minister Response and Future Strategic Transportation Infrastructure Program (STIP) Opportunities

---

Purpose

To present Council with the Minister of Transportation and Economic Corridors' response regarding the Summer Village's regional transportation advocacy request and seek direction respecting potential collaboration with the County of Stettler to explore future Strategic Transportation Infrastructure Program (STIP) funding opportunities.

Background

On June 3, 2026, the Summer Village of White Sands submitted correspondence to the Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors, requesting Provincial consideration of Township Road 40-4 as an Urban Access Road or future Provincial transportation corridor. The correspondence highlighted the importance of regional transportation connectivity, emergency response, tourism, agriculture, and seasonal recreational traffic while recognizing the role of the corridor within previous regional transportation planning discussions.

On July 2, 2026, the Minister responded advising that the Province is not currently considering adding Township Road 40-4 to the Provincial highway network. While the request for provincial assumption was not supported, the Minister identified the Strategic Transportation Infrastructure Program (STIP), specifically the Local Municipal Initiatives (LMI) funding stream, as a potential funding opportunity for eligible municipal transportation infrastructure projects. The Minister also invited either the Summer Village of White Sands or the County of Stettler to contact the Ministry's Infrastructure Manager to discuss program requirements and future application opportunities.

Discussion

Administration believes the Minister's response provides a positive outcome to Council's advocacy efforts by identifying an alternative opportunity to support future transportation improvements through provincial funding programs.
Although the Minister's response references Township Road 40-4 based on Council's original request, Administration recognizes that the South Shore Traffic Study was developed collaboratively with the County of Stettler and considered broader regional transportation priorities. As the County owns and maintains the regional roadway network, Administration believes the appropriate next step is to provide the Minister's correspondence to the County and discuss whether there is mutual interest in exploring future regional transportation funding opportunities.
Should the County express interest, Administration recommends collaboratively engaging Alberta Transportation and Economic Corridors to better understand the Strategic Transportation Infrastructure

Program (STIP), including:

- Program eligibility requirements;
- Evaluation criteria;
- Funding opportunities;
- Application timelines;
- Transportation priorities identified through the South Shore Traffic Study; and
- Whether future regional transportation initiatives may be suitable for consideration under the program.

Administration notes that the Local Municipal Initiatives (LMI) component of STIP is a competitive grant program with an annual application intake currently closing on November 30 for consideration in the following funding year. This provides sufficient time for the Summer Village and the County of Stettler to review regional transportation priorities, determine project readiness, and assess whether a collaborative funding application may be appropriate.
Administration is not recommending that Council commit to pursuing a grant application at this time. Rather, Administration is seeking direction to explore the opportunity collaboratively with the County and return to Council with additional information and recommendations.

Strategic Transportation Infrastructure Program (STIP)

The Strategic Transportation Infrastructure Program (STIP) is an Alberta government grant program that provides cost-shared funding for municipal transportation infrastructure projects that improve mobility, public safety, economic development, and regional connectivity.

The Minister identified the Local Municipal Initiatives (LMI) funding stream as the component that may be applicable to future regional transportation projects.

Eligible projects may include:

- Roadway reconstruction and rehabilitation;
- Structural paving;
- Base improvements;
- Intersection improvements;
- Transportation infrastructure that improves local or regional connectivity.

The LMI stream does not utilize a fixed provincial/municipal cost-sharing formula. Funding applications are evaluated competitively based on provincial priorities, transportation need, public safety, regional benefit, project readiness, economic impacts, available funding, and overall program objectives. Collaborative municipal initiatives may strengthen an application's regional significance and overall competitiveness.

Financial Implications

There are no immediate financial implications associated with this recommendation.
Any future grant application, engineering requirements, partnership agreements, project costs, or municipal funding commitments would be presented to Council through a future Request for Decision.

Administration Comments

Administration recommends first sharing the Minister's response with the County of Stettler to determine whether there is mutual interest in exploring regional transportation funding opportunities. This collaborative approach recognizes the County's jurisdiction over the roadway network, aligns with the regional nature of the South Shore Traffic Study, and provides an opportunity to jointly assess potential funding programs before determining whether a future application should be pursued.

Administrative Recommendation

That Council receive the correspondence from the Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors, dated July 2, 2026, as information and direct Administration to:

1. Forward the Minister's correspondence to the County of Stettler for its information;
2. Initiate discussions with the County of Stettler regarding the Minister's response and potential regional transportation funding opportunities, including the Strategic Transportation Infrastructure Program (STIP);
3. If supported by the County, engage with Alberta Transportation and Economic Corridors to obtain additional information regarding program eligibility, funding requirements, and future application opportunities; and
4. Report back to Council with findings and recommendations for future consideration.

Attachments

1. Letter to the Honourable Devin Dreeshen dated June 3, 2026.
2. Letter from the Honourable Devin Dreeshen dated July 2, 2026.

ALBERTA

TRANSPORTATION and ECONOMIC CORRIDORS

Office of the Minister
MLA, Innisfail-Sylvan Lake

July 2, 2026 AR 108809

His Worship Dan Zembal
Mayor
Summer Village of White Sands
Box 119
Stettler, AB T0C 2L0
dan@whitesandsab.ca

Dear Mayor Zembal:

Thank you for your letter requesting Transportation and Economic Corridors take over the jurisdiction of Township Road 404 and add it to the provincial highway network as an Urban Access Road (UAR). As Minister of Transportation and Economic Corridors, I am able to provide the following information.

Historically, UARs were constructed during a period of rapid highway expansion and construction during the 1960s to 1980s, when many communities were bypassed. These were built as extensions of existing municipal roads to help bypassed communities connect to the new highway. As such, the UARs are not part of the provincial highway network and are municipal roads and under the respective local jurisdiction.

Although the department is not currently considering adding the UAR to the provincial highway network, Stettler County may want to consider applying for provincial grant funding towards improvements to this road. The Strategic Transportation Infrastructure Program (STIP) provides cost-shared funding to municipalities for transportation infrastructure projects which improve mobility, safety, economic development, and community connectivity.

Based on the information provided regarding Township Road 404, the scope of the project may be eligible for evaluation under STIP's Local Municipal Initiatives funding stream.

…/2

127 Legislature Building, 10800 - 97 Avenue NW, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2080 Fax 780-422-2002

This component specifically supports municipal transportation infrastructure projects such as roadway upgrades, base work, structural paving, and intersection enhancements which actively strengthen local and regional connectivity.

Should the Summer Village of White Sands or the County of Stettler wish to discuss potential future funding opportunities, please contact Niki Burkinshaw, Infrastructure Manager, toll-free in Alberta by first dialing 310-000, then 403-755-6146, or at niki.burkinshaw@gov.ab.ca, who would be pleased to provide information regarding program requirements and future application intake timelines.

Please note any future application submitted under the STIP program would be subject to strict competitive eligibility requirements, province-wide project evaluation criteria, and available funding allocations at the time of the program intake.

Thank you taking the time to write.

Sincerely,

Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Honourable Jason Nixon, ECA, President of Treasury Board and Minister of Finance
Honourable Dan Williams, ECA, Minister of Municipal Affairs
Honourable Nate Horner, ECA, MLA for Drumheller-Stettler
Niki Burkinshaw, Infrastructure Manager, Transportation and Economic Corridors

Box 119
Stettler, AB T0C 2L0
Phone (403) 740-1572
Fax (587) 854 - 3176
Website: www.whitesandsab.ca
Email: cao@whitesandsab.ca

June 3, 2026

Honourable Devin Dreeshen
Minister of Transportation and Economic Corridors
Members of Executive Council
Executive Branch
127 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Dreeshen:

RE: Summer Village of White Sands – Urban Access Road

On behalf of the Summer Village of White Sands, we are writing to respectfully request Provincial review and consideration for an Urban Access Road for the Summer Village of White Sands. An Urban Access Road to White Sands could include Township Road 40-4 West of Highway 56 to White Sands for future designation and investment within Alberta's provincial transportation network or future secondary provincial route.

An Urban Access Road would serve as the primary regional access route for the Summer Village of White Sands and the broader Buffalo Lake south shore area. The roadway network supports residents, visitors, emergency services, agricultural operations, tourism activity, and significant seasonal recreational traffic throughout the region.

As identified through previous regional transportation discussions and the South Shore Traffic Study, the transportation corridor continues to play an important role in supporting regional access and transportation connectivity. Portions of the corridor remain gravel and are relied upon heavily during peak seasonal periods. We recognize the importance of maintaining safe and reliable access for residents and visitors, particularly during emergency response situations and periods of increased recreational traffic demand.

Currently, the Summer Village of White Sands is one of the few municipalities in Alberta without an upgraded provincial paved access route and we rely entirely on County-maintained infrastructure for primary access. While the County of Stettler continues to maintain the access corridor, both municipalities believe there is value in working collaboratively with the Province to explore opportunities for access road improvements, including potential future paving, regional transportation upgrades, and provincial partnership opportunities.

The Summer Village of White Sands is requesting Provincial consideration of Township Road 40-4 west of highway 56 to White Sands as a candidate for adoption into the Provincial Road Network as an Urban Access Road.

Provincial consideration of this access road supports several broader regional objectives, including:

• Public safety and emergency response access;
• Regional tourism and economic activity;
• Seasonal and recreational transportation demands;
• Long-term infrastructure resiliency and transportation planning; and
• Improved regional connectivity within the Buffalo Lake area.

This request is intended to initiate collaborative discussion and explore potential opportunities for future partnership between the Province and our local municipalities regarding this important regional transportation corridor.

We respectfully request the opportunity to meet with representatives from Alberta Transportation and Economic Corridors to further discuss the corridor, regional transportation needs, and potential opportunities for future provincial partnership and investment.

We appreciate your consideration and look forward to your response and future discussion regarding this important regional transportation matter.

Sincerely,

Dan Zembal
Mayor, Summer Village of White Sands

cc: The Honourable Danielle Smith, Premier of Alberta
cc: The Honourable Dan Williams, Minister of Municipal Affairs
cc: The Honourable Jason Nixon, Minister of Finance
cc: Nate Horner, MLA – Drumheller-Stettler
cc: Reeve, County of Stettler No. 6
cc: Yvette Cassidy, Chief Administrative Officer, County of Stettler No. 6
cc: Mayor, Summer Village of Rochon Sands
cc: John Jacobson, Chief Administrative Officer, Summer Village of Rochon Sands
cc: Melissa Beebe, Chief Administrative Officer, Summer Village of White Sands

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 7.3
Title: RFD – White Sands BLID Advocacy Letter Re-Establishment of Navigable Access to the Rochon Sands Provincial Park Boat Launch

---

Purpose & Background

Administration is presenting Council with the Buffalo Lake Intermunicipal Development Plan (BLIDP) Committee Regional Advocacy Letter requesting Provincial support for the re-establishment of navigable access through the existing channel serving the Rochon Sands Provincial Park Boat Launch.

The BLIDP Committee consists of representatives from the County of Stettler No. 6, Lacombe County, Camrose County, the Summer Village of Rochon Sands, and the Summer Village of White Sands. Following discussions regarding the regional impacts of historically low water levels on public access to Buffalo Lake, the Committee agreed to prepare a joint advocacy letter requesting Provincial support for restoration of navigable access through the existing Rochon Sands Provincial Park access channel.

Although the proposed advocacy request relates to infrastructure located within Rochon Sands Provincial Park, the initiative is intended to address a broader regional issue affecting public access to Buffalo Lake. Historically low water levels have significantly reduced the functionality of public boat launches throughout the Buffalo Lake region, including the White Sands Boat Launch. The attached advocacy letter outlines the current conditions affecting the major public boat launches around Buffalo Lake and explains why restoration of the Rochon Sands Provincial Park access channel is viewed as a regional priority.

Since the letter was prepared, the participating municipalities have advanced the initiative through their respective Council approval processes. To date:

- County of Stettler No. 6 endorsed the advocacy letter on **July 8, 2026**;
- Lacombe County endorsed the letter on **July 9, 2026**; and
- Camrose County ratified the letter on **July 14, 2026**.

Administration is now requesting Council's endorsement on behalf of the Summer Village of White Sands to complete the regional municipal approval process prior to submission of the joint advocacy letter to the Government of Alberta.

Discussion

The attached advocacy letter presents a coordinated regional request to the Government of Alberta seeking Provincial support to restore navigable access through the existing Rochon Sands Provincial Park access channel.

The request recognizes that maintaining meaningful public access to Buffalo Lake is a regional issue affecting residents, visitors, recreation, tourism, environmental stewardship, and local economies. The letter also identifies the current low-water conditions as providing a unique and cost-effective opportunity to undertake excavation before future work may require significantly more expensive in-water dredging.

As part of the Buffalo Lake Intermunicipal Development Plan (BLIDP) Committee's ongoing regional initiatives, lake-wide water quality testing was also completed in June 2026. Water samples were collected from ten locations around Buffalo Lake, including White Sands, Rochon Sands, Buffalo Sands, Scenic Sands, Pelican Point, Jarvis Bay, Braseth Beach, Buffalo View Estates, and the Narrows. The testing analyzed E. coli, dissolved metals, anions, nutrients, and other water quality parameters to provide a baseline understanding of current lake conditions.

Overall, the report concluded that Buffalo Lake water quality was generally within accepted recreational guidelines. Elevated E. coli levels were identified at Scenic Sands (75 MPN/100 mL) and Buffalo Sands (2 MPN/100 mL); however, both remained below Health Canada's recreational water quality threshold of 235 E. coli/100 mL. The report concluded that the lake is generally safe for recreational use, while noting that drinking untreated lake water remains unsafe and recommending further investigation of localized elevated readings through Microbial Source Tracking (MST) if future monitoring warrants.

Although the water quality study is separate from the proposed advocacy initiative, it demonstrates the BLIDP Committee's continued commitment to addressing Buffalo Lake issues through collaborative, evidence-based regional planning. Together, the water quality assessment and the regional advocacy letter support a coordinated approach to protecting and enhancing Buffalo Lake as an important recreational, environmental, and economic resource for the region.

Approval of the advocacy letter does not commit the Summer Village of White Sands to any financial contribution, construction responsibility, project management role, or future operational obligations. Should the Province indicate an interest in proceeding with the project or request municipal participation, Administration would bring the matter back to Council for further consideration.

Financial Implications

There are no direct financial implications associated with endorsing the regional advocacy letter.

Any future funding requests, partnership agreements, or implementation responsibilities would

be presented to Council separately.

Administrative Recommendation

Administration recommends that Council endorse the Buffalo Lake Intermunicipal Development Plan Committee Regional Advocacy Letter substantially in the form presented and authorize the Mayor and Chief Administrative Officer to sign the letter on behalf of the Summer Village of White Sands.

Implementation/Communiciation

Following Council's decision, Administration will advise the BLIDP Committee of White Sands' decision. If approved, the Mayor and Chief Administrative Officer will execute the advocacy letter on behalf of the Summer Village of White Sands. The finalized letter will then be submitted to the Government of Alberta as a joint regional advocacy initiative supported by the participating municipalities.

Suggested Motion

THAT Council endorse the Buffalo Lake Intermunicipal Development Plan Committee Regional Advocacy Letter requesting Provincial support for the re-establishment of navigable access through the existing channel serving the Rochon Sands Provincial Park Boat Launch, substantially in the form presented;

AND FURTHER THAT the Mayor and Chief Administrative Officer be authorized to sign the letter on behalf of the Summer Village of White Sands;

AND FURTHER THAT Administration be authorized to make minor administrative, formatting, and non-substantive amendments prior to final circulation and submission, provided such amendments do not materially alter the intent of the advocacy request.

Attachments

1. Buffalo Lake Intermunicipal Development Plan (BLIDP) Regional Advocacy Letter – *Re-Establishment of Navigable Access to the Rochon Sands Provincial Park Boat Launch*.

BUFFALO LAKE INTERMUNICIPAL DEVELOPMENT PLAN COMMITTEE

County of Stettler No. 6
Lacombe County
Camrose County
Summer Village of Rochon Sands
Summer Village of White Sands

[Date]

The Honourable Todd Loewen
Minister of Forestry and Parks
323 Legislature Building
10800 – 97 Avenue NW
Edmonton, AB T5K 2B6
Email: FP.Minister@gov.ab.ca

Dear Minister Loewen:

RE: Regional Request for Provincial Support – Re-Establishment of Navigable Access to the Rochon Sands Provincial Park Boat Launch

On behalf of the Buffalo Lake Intermunicipal Development Plan (BLIDP) Committee, representing the County of Stettler No. 6, Lacombe County, Camrose County, the Summer Village of Rochon Sands, and the Summer Village of White Sands, we are writing to respectfully request Provincial support to re-establish navigable access through the existing channel connecting Buffalo Lake to the Rochon Sands Provincial Park (RSPP) boat launch.

At a recent meeting of the BLIDP Committee, representatives discussed the growing challenges associated with historically low water levels throughout Buffalo Lake and the resulting impacts on public lake access, tourism, recreation, environmental stewardship, and regional economic activity. Following discussion, the participating municipalities unanimously supported submitting a joint request to the Government of Alberta regarding navigable access to the Rochon Sands Provincial Park boat launch.

The Committee recognizes that public access to Buffalo Lake is not a municipal issue affecting a single community, but rather a regional issue affecting residents, visitors, businesses, and recreational users throughout the Buffalo Lake watershed. Without reliable public access points, the recreational, tourism, environmental, and economic benefits associated with Buffalo Lake become increasingly difficult to realize regardless of water levels elsewhere on the lake.

Buffalo Lake is one of Central Alberta's most significant recreational lakes and attracts residents and visitors from throughout Alberta and Western Canada. The lake serves as a major regional tourism, recreation, and economic driver, supporting campgrounds, resorts, seasonal communities, local businesses, recreational boating, angling, and day-use activities throughout the region. However, ongoing low water levels have severely limited public access to the lake.

Historically, public access to Buffalo Lake has been supported through five major public boat launch facilities located throughout the region, including Pelican Point (Camrose County), the Rochon Sands Bay Public Boat Launch, the Rochon Sands Provincial Park Boat Launch, the White Sands Boat Launch, and the Buffalo View Estates Boat Launch (County of Stettler). Current lake conditions have rendered four of these five major public boat launch facilities unusable.

Committee members noted that the County of Stettler's south shore launch is currently the only major public boat launch on Buffalo Lake capable of supporting limited boating activity. However, parking capacity is constrained, and low water conditions have particularly affected larger recreational vessels, including pontoon boats, wake boats, and other deeper-draft watercraft that have become increasingly common on Alberta lakes. In many cases, these vessels are unable to safely access Buffalo Lake through the remaining public launch facilities. As a result, some lake users have sought alternative launching methods from beaches and informal shoreline locations, creating additional environmental and public safety concerns.

If current lake conditions persist, public access opportunities around Buffalo Lake may continue to diminish. Re-establishing navigable access through the currently unusable channel serving the Rochon Sands Provincial Park boat launch would restore a major public access point capable of serving lake users from throughout the region for as long as low-water conditions remain.

The BLIDP municipalities recognize that low water conditions may persist for several more years. During that time, maintaining meaningful public access to Buffalo Lake will become increasingly important. The Rochon Sands Provincial Park boat launch and associated access channel have the potential to serve as one of the most significant public access points on Buffalo Lake due to the site's existing infrastructure, substantial parking capacity, direct highway access, and ability to accommodate significant public use.

Unlike many other launch locations, the RSPP site already benefits from substantial supporting infrastructure, including:

- direct highway access;
- extensive parking capacity;
- existing boat launch infrastructure; and
- established public recreation facilities.

The Committee further notes that the Rochon Sands Provincial Park boat launch is a public recreation asset located within a Provincial Park and serves residents and visitors from across Alberta rather than any single municipality. The benefits associated with re-establishing navigable access would extend well beyond the boundaries of the Summer Village of Rochon Sands and would support recreation, tourism, environmental stewardship, and economic activity throughout the Buffalo Lake region. As such, the Committee believes that maintaining meaningful public access at this location represents a matter of regional and provincial significance.

The Committee wishes to emphasize that the Rochon Sands Provincial Park boat launch itself remains in good condition and continues to benefit from significant investment and ongoing maintenance. The Summer Village of Rochon Sands has maintained the launch infrastructure and recently installed a new dock system to support public use.

The issue is the accumulation of sediment within the access channel originally constructed by the Government of Alberta to connect the launch basin to Buffalo Lake. The access channel was constructed in conjunction with the Provincial breakwater system designed to provide protected boating access between Buffalo Lake and the launch basin. Together, the channel and breakwater form an integral component of the original Provincial boat launch design and are essential to providing navigable access between Buffalo Lake and the launch facility.

Over time, sediment has accumulated within this access channel. As is common in protected harbour and marina environments, sediment movement and deposition naturally occur within sheltered navigation channels. Combined with historically low lake levels, these conditions have rendered the channel unusable for recreational boating and eliminated practical navigable access between the Rochon Sands Provincial Park boat launch and the main body of Buffalo Lake. The issue is no longer one of restricted access; the channel no longer functions as a navigable connection between the launch facility and Buffalo Lake.

Current lake conditions present a rare opportunity to address the channel access issue at a fraction of the cost that may be required in the future. Due to low water levels, the access channel is now accessible from shore and can be excavated using conventional equipment during winter conditions.

The Committee understands that similar excavation work undertaken by the Rochon Sands Marina Society within Rochon Sands Bay was successfully completed during the winter of 2025/2026 at a cost of approximately $50,000. The work demonstrated that low-water conditions provide a practical and cost-effective opportunity to undertake shoreline-based excavation using conventional equipment.

The access channel serving the Rochon Sands Provincial Park boat launch is of a similar scale and presents a comparable excavation opportunity while current low-water conditions remain. As a result, the Committee believes there is a proven and achievable pathway to re-establish access through a channel that is currently unusable for recreational boating at a relatively modest cost compared to future in-water dredging alternatives.

The concern is that water levels may rise enough to eliminate the ability to undertake shore-based excavation while still remaining too low to provide reliable navigable access through the channel. In that scenario, the opportunity for relatively inexpensive excavation would be lost and future efforts to re-establish navigable access could require substantially more expensive in-water dredging operations, estimated in the range of $500,000 to $700,000.

Equally important are the environmental considerations associated with the current lack of functional public launch facilities. As formal launch opportunities disappear, lake users increasingly seek alternative means of accessing the water. Municipal representatives from across the Buffalo Lake region have observed situations where boats are being launched from informal locations, including beaches and shoreline areas using tractors and other equipment. These activities have the potential to disturb riparian areas, shoreline vegetation, and sensitive lake environments.

The Committee believes that maintaining designated and functional public access points is one of the most effective ways to protect sensitive shoreline environments. When formal access points become unusable, recreational activity is dispersed across a broader area, increasing the potential for unintended impacts to riparian habitat, shoreline vegetation, and environmentally sensitive areas.

In addition to environmental concerns, informal launching activities can create public safety risks for lake users, shoreline users, and property owners. Designated launch facilities provide safer and more predictable access while reducing the likelihood of vehicle incidents, shoreline damage, and conflicts between recreational users.

The Committee also recognizes that maintaining access to Buffalo Lake is not solely a local recreation issue. Public access to Alberta's lakes and Provincial Parks forms an important component of the Province's tourism and outdoor recreation network. Ensuring that safe and functional access points remain available during prolonged low-water conditions helps protect both the visitor experience and the long-term value of existing public infrastructure investments.

The Committee believes this project is particularly important because it addresses both an immediate regional access challenge and a longer-term public access need. Should low water conditions persist for several more years, Buffalo Lake will continue to experience a severe shortage of functional public launch facilities. Under those circumstances, restoring navigable access through the currently unusable Rochon Sands Provincial Park access channel would return one of the few major public launch facilities capable of providing reliable access to Buffalo Lake due to its existing infrastructure, extensive parking capacity, and strategic location.

Accordingly, the BLIDP municipalities respectfully request that the Government of Alberta prioritize funding and implementation of excavation work necessary to re-establish navigable access through the existing channel connecting Buffalo Lake to the Rochon Sands Provincial Park boat launch while current low-water conditions provide a unique and cost-effective construction opportunity.

Given the regional and provincial benefits associated with this facility, the Committee believes that Provincial participation in the project represents an appropriate and worthwhile investment in public access infrastructure serving Buffalo Lake.

Unlike many infrastructure projects that primarily serve a single municipality, the Rochon Sands Provincial Park boat launch functions as a regional access point supporting recreational users from throughout Central Alberta

and beyond. The Committee believes that projects providing broad public benefit across municipal boundaries are particularly well suited to collaborative Provincial involvement.

The municipalities surrounding Buffalo Lake are united in their belief that maintaining public access to Buffalo Lake is a regional priority. The Committee believes this project presents a rare and time-sensitive opportunity to address a significant public access challenge through a practical and cost-effective solution. By taking advantage of current low-water conditions, the Province can re-establish navigable access through the existing channel at a fraction of the cost that may be required in the future.

For a relatively modest investment, the Province has an opportunity to preserve meaningful public access to one of Central Alberta's most important recreational lakes, protect environmentally sensitive shorelines from unmanaged use, maximize the value of substantial existing Provincial infrastructure and public investment already present within Rochon Sands Provincial Park, and support residents and visitors from across Alberta. The BLIDP municipalities respectfully submit that this unique opportunity warrants serious consideration and Provincial support.

For ease of reference, a brief Executive Summary outlining the key considerations and request has been attached.

Thank you for your consideration of this request. We would welcome the opportunity to discuss the matter further and work collaboratively with the Province to identify practical solutions that support public access to Buffalo Lake.

Respectfully submitted,

BUFFALO LAKE INTERMUNICIPAL DEVELOPMENT PLAN COMMITTEE

County of Stettler No. 6
Lacombe County
Camrose County
Summer Village of Rochon Sands
Summer Village of White Sands

CC: Minister Grant Hunter (Environment and Protected Areas)
Minister Tara Sawyer (Agriculture & Irrigation)
MLA Jackie Lovely (Camrose)
MLA Nate Horner (Drumheller–Stettler)
MLA Jennifer Johnson (Lacombe–Ponoka)

DRAFT

Attachment A

EXECUTIVE SUMMARY

Re-Establishment of Navigable Access at the Rochon Sands Provincial Park Boat Launch

The County of Stettler No. 6, Lacombe County, Camrose County, Summer Village of Rochon Sands, and Summer Village of White Sands jointly request Provincial support to re-establish navigable access through the existing channel serving the Rochon Sands Provincial Park Boat Launch.

Key Considerations

- Buffalo Lake is one of Central Alberta's most significant recreational lakes and serves residents and visitors from across Alberta and Western Canada.
- Public access to Buffalo Lake has become increasingly limited due to historically low water levels.
- Historically, Buffalo Lake was served by five major public boat launch facilities. **Current lake conditions have rendered four of these five major public boat launch facilities unusable.**
- The County of Stettler south shore launch is currently the only public launch on Buffalo Lake capable of supporting limited boating activity.
- Low water conditions have particularly affected larger recreational vessels, including pontoon boats and wake boats, which may be unable to safely access Buffalo Lake through the remaining public launch facilities.
- The Rochon Sands Provincial Park boat launch infrastructure remains functional and continues to be maintained by the Summer Village of Rochon Sands, including recent installation of a new dock system.
- The issue is not the boat launch itself. The issue is the access channel connecting the launch basin to Buffalo Lake.
- The access channel was originally constructed in conjunction with the Provincial breakwater system designed to provide protected boating access between Buffalo Lake and the launch basin.
- Sediment accumulation within the channel, combined with historically low lake levels, has rendered the channel unusable for recreational boating and eliminated navigable access between the boat launch and the main body of Buffalo Lake.
- Current low-water conditions provide a rare opportunity to undertake shore-based excavation using conventional equipment.
- Similar excavation work completed within Rochon Sands Bay during the winter of 2025/2026 was successfully undertaken at a cost of approximately $50,000.
- If excavation is not completed while low-water conditions remain, future re-establishment of the channel may require substantially more expensive in-water dredging operations estimated in the range of $500,000 to $700,000.
- Municipal representatives throughout the Buffalo Lake region have observed increased use of informal launch locations, creating potential impacts to riparian areas, shoreline vegetation, and sensitive environmental features.
- Re-establishing navigable access through the existing channel would help protect shoreline environments by concentrating boating activity at an established public access point.
- The Rochon Sands Provincial Park Boat Launch has the infrastructure, parking capacity, highway access, and regional significance necessary to serve as one of Buffalo Lake's primary public access points while low-water conditions persist.

DRAFT

Boat Launch Access to Buffalo Lake

Public access to Buffalo Lake has historically been supported through five major public boat launch facilities located throughout the region:

- Pelican Point (Camrose County),
- Rochon Sands Bay Public Boat Launch,
- White Sands Boat Launch, and
- Buffalo View Estates Boat Launch (County of Stettler).
- Rochon Sands Provincial Park Boat Launch,

The following summaries outline the current limitations affecting each major launch facility and help explain why the existing Rochon Sands Provincial Park access channel represents a unique opportunity to re-establish meaningful public access to Buffalo Lake while low-water conditions remain.

Pelican Point (Camrose County)

Although Camrose County made significant upgrades and extended the Pelican Point boat launch in February of 2026, the facility remains largely unusable until water levels stabilize. The primary limitation is not infrastructure quality, but the shallow gradient of the lake bed in this area, which results in extended distances before reaching navigable water. Further extending the launch is not considered feasible due to the substantial scale, cost, and environmental implications of dredging that would be required to create adequate depth.

Rochon Sands Bay Public Boat Launch (Summer Village of Rochon Sands)

Although the Summer Village of Rochon Sands undertook significant improvements to the Rochon Sands Bay public boat launch during the winter of 2025/2026, the facility remains largely unusable until water levels stabilize. Unseasonably mild winter conditions prevented excavation from being completed to the extent necessary to reach navigable water, leaving the project approximately 70% complete. The remaining excavation is anticipated to be completed during the winter of 2026/2027, subject to suitable ice and lakebed conditions.

Even upon completion, however, the Rochon Sands Bay boat launch will continue to face challenges associated with the shallow gradient of the bay and surrounding lakebed. While the project will improve public access, it is not expected to provide the level of navigable access that could be achieved through the existing access channel serving the Rochon Sands Provincial Park boat launch.

White Sands Boat Launch (Summer Village of White Sands)

The White Sands Boat Launch is no longer functioning as a reliable public boat launch under current lake conditions. Low water levels, sediment accumulation, and changing lakebed conditions have significantly reduced navigable access, with boaters often required to travel approximately 200 to 300 feet beyond the launch before reaching suitable water depths, depending on vessel size and seasonal conditions. In addition, wind, wave action, and seasonal ice movement have caused ongoing damage to the launch structure. While repairs and maintenance can address infrastructure deficiencies, they do not resolve the underlying access challenges created by changing lake conditions. As a result, the long-term viability of the facility as a public access point remains dependent on broader solutions to navigable lake access.

Rochon Sands Heights Marina (formerly Buffalo View Estates Marina – County of Stettler)

County of Stettler has taken advantage of the lower water levels in 2024 and 2025 to improve the boat launch pad, clear the marina channel of silt, and install a new dock. The launch can accommodate smaller scale watercraft with shallow drafts but not larger craft due to lower water levels and the smaller maneuvering area within the marina. Clearing the marina channel is expected to become increasingly challenging due to exposed sand and gravel bars.

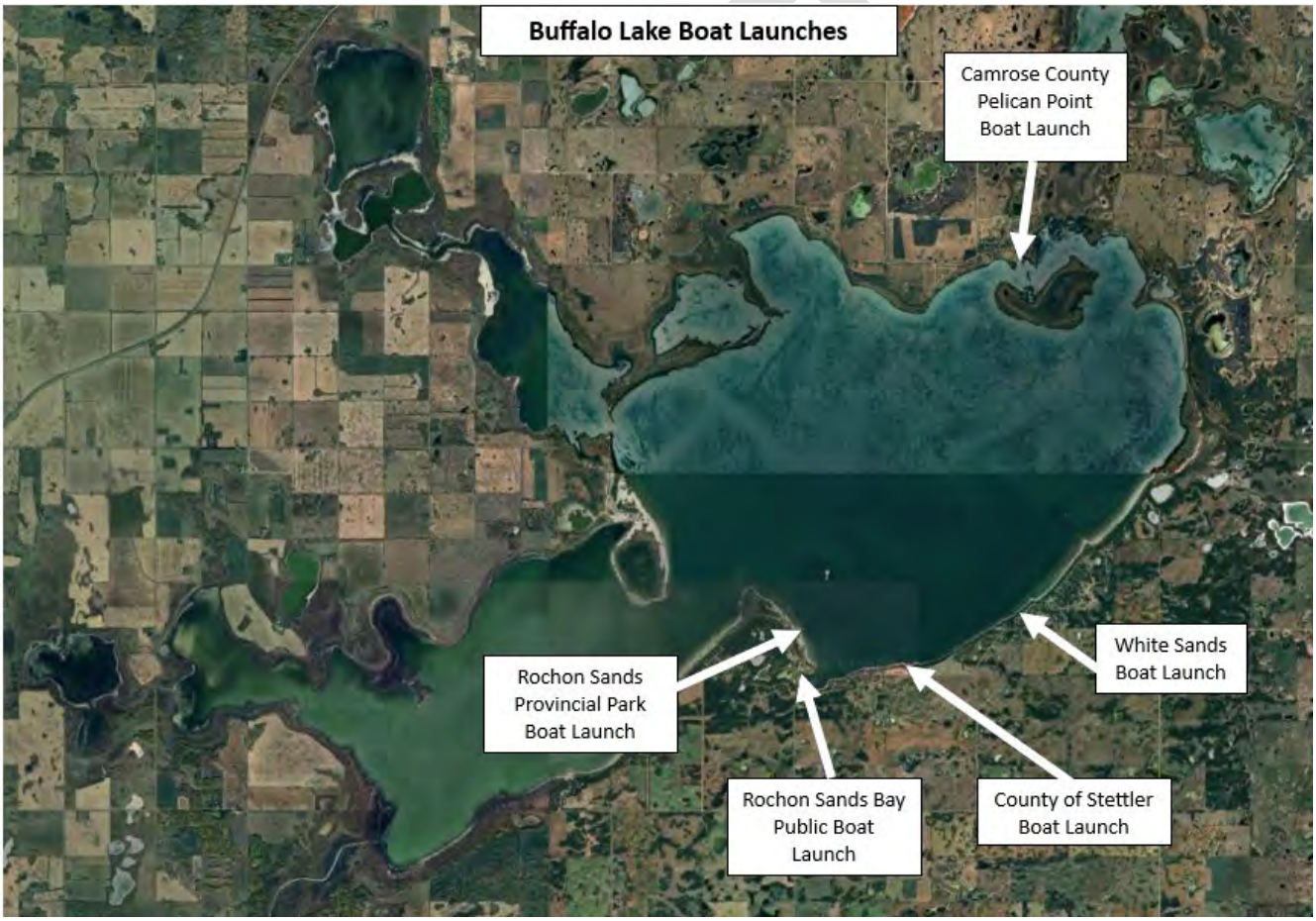
DRAFT

Rochon Sands Provincial Park Boat Launch

The boat launch infrastructure remains functional and well maintained. The challenge is the access channel connecting the launch basin to Buffalo Lake, which has become unnavigable due to sediment accumulation combined with historically low lake levels.

Collectively, these summaries demonstrate that municipalities around Buffalo Lake have continued to invest in maintaining and improving public boat launch facilities where practical. However, historically low water levels now present physical limitations that cannot be resolved through routine infrastructure improvements alone. The Rochon Sands Provincial Park access channel represents a unique opportunity because navigable access may be re-established through relatively modest excavation while current low-water conditions remain.

Current lake conditions have rendered four of five of Buffalo Lake's major public boat launch facilities unusable as practical public access points and have severely limited the remaining launch options. Re-establishing navigable access through the Rochon Sands Provincial Park access channel would return one of the lake's most significant public access points to meaningful use.



REQUEST

The BLIDP municipalities respectfully request Provincial support to undertake excavation work necessary to re-establish navigable access through the existing channel serving the Rochon Sands Provincial Park Boat Launch while current low-water conditions provide a unique, time-sensitive, and cost-effective construction opportunity.

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 7.4
Title: RFD - Community Event Signs – Request for Proposal Results and Next Steps

---

Purpose

To advise Council of the results of the Community Event Signs Request for Proposal (RFP) and obtain direction regarding the next steps for the project.

Background

As part of the 2026 Capital Budget, Administration issued a Request for Proposal (RFP) for the design, supply, and installation of two (2) community event signs for the Summer Village of White Sands. The RFP included the design, fabrication, installation, utility locates, and coordination of final sign locations with the Municipality.

The RFP closed on June 8, 2026. During the posting period, Administration received inquiries and expressions of interest from prospective vendors; however, no formal proposals were received by the submission deadline.

Administration is seeking Council's direction regarding the next steps for the project.

Discussion

Council approved a capital budget of **$6,000** for the Community Event Signs project. To encourage innovation and obtain design concepts, Administration elected to issue a public Request for Proposal (RFP). The RFP closed on June 8, 2026, and while several vendors expressed interest, no formal proposals were received by the submission deadline.

As the estimated project value is below the $10,000 procurement threshold identified in Policy ADM 1.2, Council may now provide direction on the preferred procurement approach. Administration can obtain quotations from qualified suppliers where practical and economical or undertake another procurement method as directed by Council.

Financial Implications

No contract has been awarded and no project expenditures have been incurred beyond Administration's preparation and advertising of the Request for Proposal.

Legislative/Policy Implications

This report is presented in accordance with Policy ADM 1.2 – Purchasing of Goods and Services.

Administrative Recommendation

Administration will proceed in accordance with Council's direction and communicate with interested vendors as appropriate.

Options

Option 1 – Obtain Quotations (Administration Recommendation)
That Council direct Administration to obtain a minimum of three quotations from qualified sign suppliers for the design, supply and installation of the Community Event Signs, and return to Council with a recommendation for award.

Option 2 – Re-Issue the RFP
That Council direct Administration to revise and re-issue the Request for Proposal for the Community Event Signs.

Option 3 – Modify the Scope
That Council direct Administration to revise the project scope or specifications and return to Council with updated procurement options.

Option 4 – Defer the Project
That Council defer the Community Event Signs project to a future budget year.

Attachments

1. Request for Proposal – Community Events Signs

Summer Village of White Sands

Request For Proposal (RFP)

Community Event Sign – Design, Supply & Installation

Overview

The Summer Village of White Sands is inviting proposals from qualified vendors for the design, fabrication, and installation of two (2) community event signs.

The intent of this project is to create attractive, functional signage similar in purpose to the community event sign located in the Summer Village of Rochon Sands, while allowing flexibility for creative and improved design concepts.

Project Scope

The successful proponent will be responsible for:

- Design of two (2) community event signs
- Fabrication and supply of all materials
- Full installation at locations within the Summer Village of White Sands
- Coordination of all required utility locates (public and private) prior to installation
- Ensuring all work meets applicable safety and installation standards
- Working with the Municipality once locations are confirmed by Council

---

Design Considerations

Proposals should consider:

- A durable, low-maintenance structure suitable for Alberta weather conditions
- A design that allows for interchangeable or updateable messaging (e.g., slats, panels, or alternative systems)
- Clear visibility for residents and visitors
- Aesthetic alignment with the community character
- Flexibility to accommodate final placement locations to be determined by Council

Note:
Magnetic systems are not required, but proponents may include them as an optional feature.

Budget

The total project costs must include:

- Design
- Materials
- Fabrication
- Installation
- Utility locates
- Labour

Proposal Requirements

Submissions should include:

- (Company) Name and contact information
- Description of proposed design concept (sketches or examples encouraged)
- Materials and construction details
- Installation approach
- Project timeline
- Total cost (inclusive)
- Examples of similar work (if available)

Submission Date

Proposals must be submitted no later than:

- **June 8, 2026**
- **4:00 PM**

Submissions can be sent electronically to: cao@whitesandsab.ca

---

Evaluation Criteria

Proposals will be evaluated based on:

- Overall design and functionality
- Cost and value
- Durability and suitability for environment

- Experience and past work
- Ability to meet project requirements

The Summer Village of White Sands reserves the right to accept or reject any or all proposals.

Inquiries

All inquiries regarding this RFP may be directed to:

Melissa Beebe (CAO), Summer Village of White Sands: cao@whitesandsab.ca or 403-740-1575

Anticipated Timeline

- RFP Issued: May 2026
- Submission Deadline: June 8, 2026
- Award Notification: June 18, 2026
- Project Completion: Summer 2026 (to be confirmed with successful proponent)

Site Locations

Final installation locations will be determined by Council following the proposal award. The successful proponent will be required to coordinate with the Municipality to confirm placement prior to installation.

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 7.5
Title: RFD - Community Hall Expansion – Exercise Area RFP Results and Next Steps

---

Purpose

To present the results of the Request for Proposals (RFP) for the Community Hall Expansion – Exercise Area project and obtain Council direction regarding the project.

Background

Council approved funding within the 2026 Capital Budget in the amount of $25,000 for the conversion of approximately 950 square feet of the existing municipal storage/shop area into a community exercise and multi-use space connected to the existing Community Hall.

A Request for Proposals (RFP) was issued on June 16, 2026, with submissions closing on July 10, 2026. The RFP sought qualified contractors to complete the renovation, including construction, ventilation, electrical upgrades, code compliance improvements, and related finishing work.

To encourage competition, Administration distributed the RFP directly to 11 local and regional contractors, in addition to making the opportunity publicly available. One compliant proposal was received by the submission deadline.

Discussion

Administration received one proposal from **Tremmel Construction** in the amount of **$31,566.15 (including GST)**. The proposal includes:

- Installation of three exterior steel doors with panic hardware;
- Heat Recovery Ventilation (HRV) system and associated mechanical work;
- Electrical modifications, including exit lighting;
- Epoxy floor preparation and coating; and
- Site clean-up and disposal.

The submitted proposal exceeds the approved project budget by **$6,566.15**.

Administration is satisfied that a competitive procurement process was undertaken in accordance with the Purchasing of Goods and Services Policy by issuing a formal Request for Proposals and directly inviting multiple qualified contractors to submit proposals. While only one proposal was received, Council may determine whether the proposal represents

acceptable value, whether the project scope should be revised, or whether the project should be deferred or reissued.

Financial Implications

Description	Amount
Approved 2026 Capital Budget	$25,000.00
Proposal Received	$31,566.15
Budget Shortfall	**$6,566.15**

Should Council wish to proceed with the proposal as submitted, an additional capital budget allocation would be required.

Legislative/Policy Implications

Administration conducted the procurement using a Request for Proposals process in accordance with ADM 1.2 Purchasing of Goods and Services Policy, which requires purchases greater than $10,000 to be procured through a competitive tender or Request for Proposal process. The policy further requires purchases exceeding $25,000 to be submitted to Council for approval.

Administrative Recommendation

THAT Council direct Administration to enter into discussions with Tremmel Construction to identify opportunities to reduce or phase the project scope to align with the approved capital budget of $25,000, and return a revised proposal to Council for consideration.

Options

Option 1 – Award the Contract
Award the contract to Tremmel Construction in the amount of **$31,566.15 (including GST)** and approve an additional capital budget allocation of **$6,566.15**.

Option 2 – Negotiate Scope
Direct Administration to work with Tremmel Construction to identify opportunities to reduce or phase the project scope to align with the approved budget and return a revised proposal to Council.

Option 3 – Reissue the RFP

Reject the proposal and direct Administration to revise the scope of work and reissue the Request for Proposals.

Option 4 – Defer the Project
Reject the proposal and defer the project for future budget consideration.

Attachments

1. Request for Proposal – Community Hall Expansion
2. Tremmel Construction Quote

REQUEST FOR PROPOSALS (RFP) **Issuance Date**: June 16, 2026

Multi-Use Space Conversion – Community Hall Expansion / Exercise Area

Summer Village of White Sands

The Summer Village of White Sands is requesting proposals from qualified contractors for the renovation and conversion of an existing municipal storage/shop space within the municipal multi-use building into a public multi-use/exercise area connected to the existing community hall facilities.

---

1. Project Overview

The municipality currently owns and operates a municipal multi-use building consisting of:

- A community hall/public assembly area
- Existing washroom facilities
- An attached public works/storage shop area currently utilized for storage purposes only

Council is exploring the conversion of approximately **950 square feet (81 m^2)** of the existing shop/storage area into a publicly accessible multi-use/exercise area to support recreational and community programming.

The proposed project would include the creation of an interior doorway connection between the existing hall and the former shop area to allow shared use of the washroom facilities and integrated public access.

Following conversion, the former shop area would no longer be permitted to be used for vehicle storage.

---

2. Project Objectives

The intent of this project is to:

- Expand usable community recreation space
- Create a flexible indoor exercise and multi-use area
- Improve utilization of existing municipal infrastructure
- Maintain compliance with applicable Alberta Building Code, Fire Code, Mechanical, and Safety Codes requirements
- Minimize long-term operational and maintenance costs
- Utilize practical and cost-effective renovation solutions suitable for a municipal facility

3. Existing Building Information

- Existing overall building size: approximately 220.6 m^2
- Proposed converted area: approximately 950 sq. ft. (81 m^2)
- Existing occupancy classification: Community assembly use
- Existing washrooms already installed within the building
- Maximum overall occupant load identified by Safety Codes Officer: 50 persons

Based on preliminary Safety Codes review, professional involvement was not required for the proposed occupancy classification under the Alberta Edition of the National Building Code, subject to final permit review and construction details.

---

4. Existing Conditions

The proposed conversion area is currently a heated municipal storage/shop space attached to the community hall. The space presently includes:

- Finished painted interior walls and ceiling
- Existing concrete floor slab
- Existing lighting and electrical outlets
- Existing overhead garage door
- Existing exterior man-door access
- Existing sink/service basin
- Existing floor drain
- Existing heating system
- Existing high ceiling/open-span layout

The municipality anticipates reusing as much of the existing infrastructure as reasonably practical to minimize project costs while achieving a functional public recreational and multi-use space.

The municipality is also open to maintaining portions of the existing industrial/shop aesthetic where practical.

---

5. Intended Use

The municipality envisions a simple, durable, low-maintenance public multi-use exercise and recreation area suitable for activities such as:

- Fitness equipment
- Stretching and exercise programs
- Community wellness activities
- Small group recreation programming
- General community overflow use

The municipality is not seeking a high-end commercial fitness facility. Practical, durable, and cost-effective renovation solutions are preferred.

---

6. Scope of Work

The successful contractor shall provide all labour, supervision, materials, equipment, permit coordination, and related work necessary to complete the proposed conversion.

The scope of work is anticipated to include, but may not be limited to:

General Construction

- Site review and field measurements
- Construction of a new doorway/opening between the existing hall and shop area
- Finishing and repair of affected walls and surfaces
- Options for flooring preparation and finishing recommendations
- Interior wall , painting and trim work
- Finishings as required

Mechanical / Ventilation

- Provision and installation of required air exchange system, including possible gas line rerouting
- HRV (Heat Recovery Ventilator) or equivalent acceptable solution
- Mechanical ventilation sized in accordance with applicable code requirements

Safety Codes guidance identified that additional air exchange/ventilation will be required for the occupancy change. Based on preliminary discussions, ventilation requirements are anticipated to be approximately 360 CFM for the converted area. Final sizing and permit requirements shall be confirmed by the successful contractor and applicable permit authorities.

Electrical / Safety

- Emergency lighting installation
- Exit hardware upgrades as required

- Replacement/modification of exit door hardware to allow single-motion egress operation
- Supply and installation of fire extinguishers as required by code
- Any associated electrical modifications required for occupancy conversion

Code & Permit Coordination

- Compliance with:
    - Alberta Building Code
    - Alberta Fire Code
    - Applicable Mechanical and Electrical Codes
    - Occupational Health and Safety requirements
- Coordination with municipal Safety Codes inspections
- Assistance with permit-ready documentation if required

---

7. Overhead Door Considerations

The municipality is open to contractor recommendations to improvements of existing overhead garage door, including:

- Insulation improvements
- Replacement options
- Partial or full wall infill alternatives
- Alternative exterior finishing or natural lighting concepts

Proponents may include recommendations and associated pricing options.

---

8. Optional Pricing Components

Proponents are encouraged to provide separate or optional pricing for the following items where applicable:

- Interior doorway connection to existing hall
- HRV / ventilation installation
- Rubberized or exercise flooring options
- Painting and cosmetic improvements
- Storage solutions

- Acoustic improvements
- Accessibility-related improvements
- Heating modifications if recommended

---

9. Contractor Responsibilities

Proponents shall:

- Review the site prior to submission if desired
- Verify all dimensions and conditions independently
- Provide detailed pricing breakdowns where possible
- Identify proposed timelines
- Identify any exclusions or assumptions
- Identify experience with municipal or public assembly renovations
- Maintain appropriate insurance and WCB coverage
- Ensure all work complies with applicable codes and permitting requirements

---

10. Proposal Submission Requirements

Proposals should include:

1. Company information and experience
2. Proposed approach and methodology
3. Preliminary scope confirmation
4. Estimated project timeline
5. Total project cost estimate
6. Optional recommendations or value-added alternatives
7. List of exclusions/assumptions
8. Proof of insurance/WCB

---

11. Site Information & Photos

The municipality has provided photographs of the existing building exterior and interior conditions to assist proponents in understanding the project scope and existing conditions.

Proponents are encouraged to conduct a site visit prior to submission if additional information is required.

---

12. Municipal Rights

The Summer Village of White Sands reserves the right to:

- Accept or reject any or all proposals
- Request clarification from proponents
- Modify the scope of work
- Cancel or reissue the RFP at any time
- Select a proposal based on overall value and suitability, not solely lowest cost

---

13. Site Access & Inquiries

Site visits and inquiries may be directed to:

Summer Village of White Sands
Phone: (403) 740-1572
Email: summervillageofwhitesands@gmail.com

---

14. Submission Deadline

Proposals must be submitted no later than:

July 10th , 2026, 3:00 pm

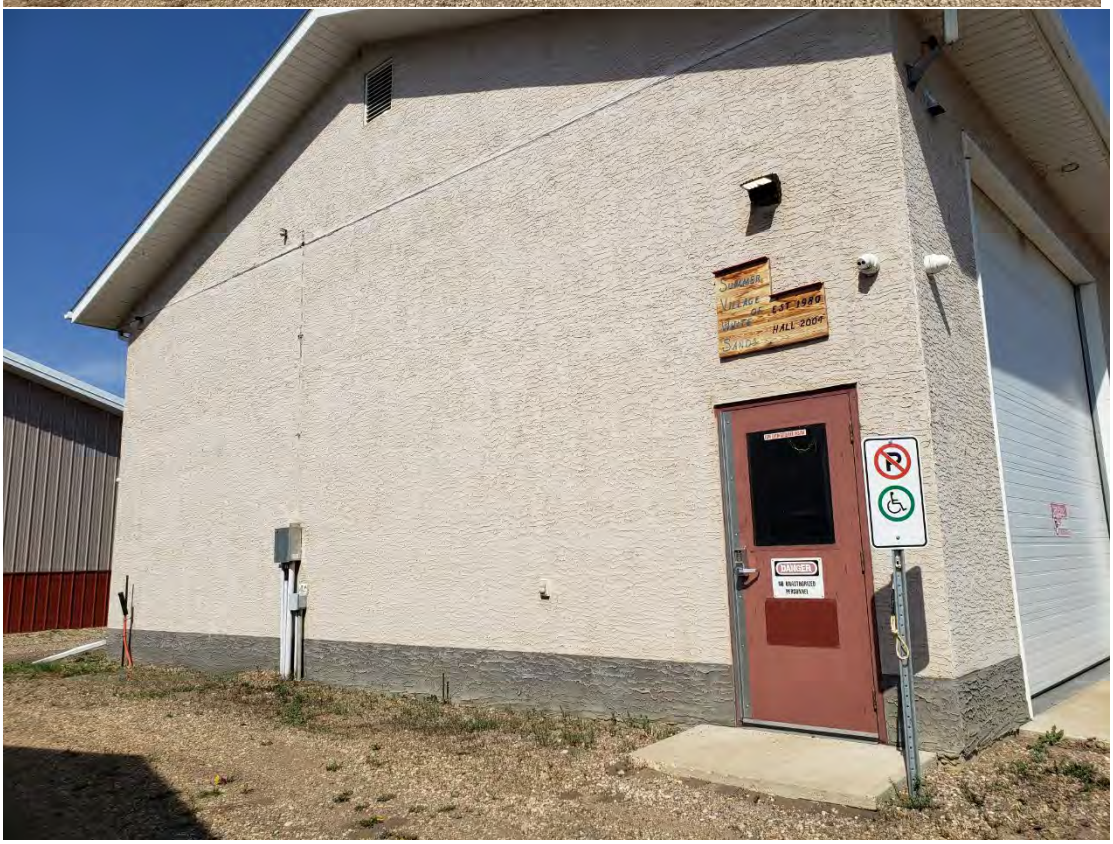
Submissions may be emailed or delivered to the municipal office.

---

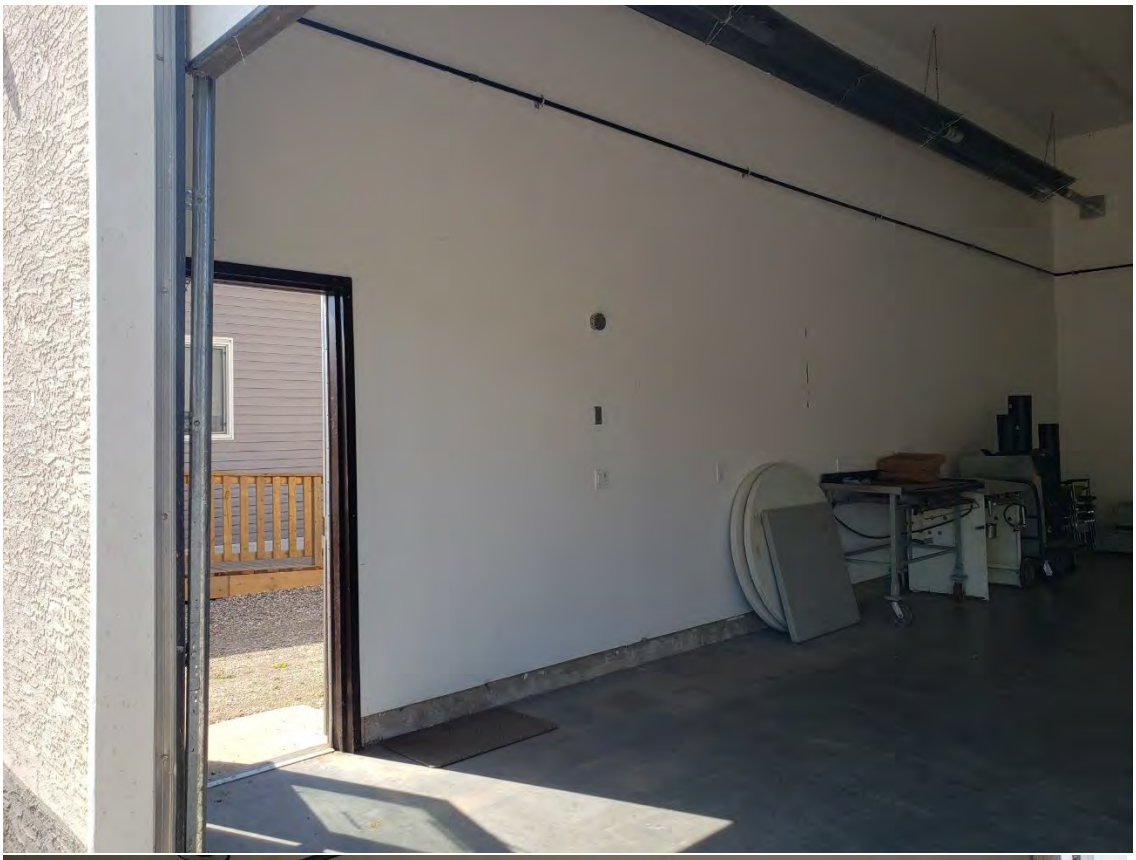
15. Additional Notes

This project is currently in the planning and budget evaluation stage. Final construction commencement will be subject to Council approval, budgeting, and permitting requirements.

DRIVEWAY
PARKING


SUMMER
VILLAGE OF
EST 1980
HALL 2004
SANDY
DANGER

AED



Tremmel Construction

Mike Tremmel 403-740-3166

Al Tremmel 403-742-9852

726681 Alberta Ltd.

Box 482, Stettler, AB T0C 2L0

April 26, 2026

Village of White Sands shop finishing:

Frame out 3 exterior steel doors with panic hardware and closures and install a vanity in the bathroom.

Labor and material $11,281.00

Plumbing to include heat recovery ventilator system, intake and exhaust fans.

Labor and material $9,875.00

Electrical to include hook up ventilator recovery unit, exhaust fans and exit lighting.

Labor and material $1,998.00

Painting of concrete floor to include cleaning floor, etch floor, clean, wash and vacuum floor after etching, paint floor with epoxy paint (one color).

Labor and material $6,909.00

Clean up site & disposal

Sub-total $30,063.00

GST $ 1,503.15

Total $31,566.15

Thank- you for the opportunity to submit this pricing. If there are any questions, please feel free to call us at the above numbers.

WCB #1857306

Wawanesa Liability Insurance #M5155282

Signature is required prior to commencement of construction as acceptance of this quote.

Village of White Sands representative

Allan Tremmel

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 7.6
Title: RFD - Parks and Recreation Committee – Extension of Volunteer Recruitment Deadline

---

Purpose

To provide Council with an opportunity to extend the recruitment period for the Parks and Recreation Committee to encourage additional volunteer participation prior to making appointments.

Background

Council previously approved the establishment of the Parks and Recreation Committee and directed Administration to advertise for volunteer members.

The Terms of Reference provide for:

- Two (2) Members-at-Large;
- Two (2) Hall Society representatives; and
- One (1) Council representative.

As of the preparation of this report, Administration has received:

- Two (2) applications for the Member-at-Large positions; and
- One (1) application for the Hall Society representative positions.

Extending the application deadline to August 10, 2026 would provide additional time for interested residents and the Hall Society to submit applications, while still allowing Administration sufficient time to prepare appointment recommendations for Council's August 17, 2026 Organizational Meeting, when other annual committee appointments are scheduled.

Discussion

Making all committee appointments during the Organizational Meeting provides an efficient and consistent approach to Council's annual appointment process.

An extension may also increase awareness of the volunteer opportunity and assist in achieving the desired committee composition.

Financial Implications

There are no financial implications associated with extending the application deadline.

Legislative/Policy Implications

- Parks and Recreation Committee Bylaw No. 221-26
- Parks and Recreation Committee Terms of Reference

Administrative Recommendation

That Council:

1. Extend the volunteer application deadline for the Parks and Recreation Committee to August 10, 2026; and
2. Direct Administration to bring forward all applications received for appointment at the August 17, 2026 Organizational Meeting, concurrent with Council's annual committee and board appointments.

Options

Option 1 (Recommended):
Extend the application deadline to August 10, 2026, and make appointments at the August 17, 2026 Organizational Meeting.

Option 2:
Maintain the current deadline and make appointments based on the applications received.

Option 3:
Provide alternate direction to Administration.

Request For Decision (RFD)

Meeting Date: July 20, 2026
Presented By: Administration
Item: 7.7
Title: RFD - No Stone Left Alone – Regional Committee Discussion

---

Purpose

To update Council on the responses received following Council's direction to invite neighbouring municipalities and organizations to discuss forming a regional committee for the No Stone Left Alone Program.

Background

At its October 2025 Regular Council Meeting, Council adopted the following motion:

> Motion 25:10:22
> *That Administration send a letter to the Summer Village of Rochon Sands, County of Stettler (Erskine), and the Erskine Cemetery Club inviting them to discuss jointly forming a committee to administer the No Stone Left Alone Program for the Erskine Cemetery for future years.*

In accordance with Council's direction, Administration sent letters on June 10, 2026 to:

- Summer Village of Rochon Sands;
- County of Stettler; and
- Erskine Cemetery Club.

To date, Administration has received one formal response, from the Summer Village of Rochon Sands.

At its July 2026 Council meeting, the Summer Village of Rochon Sands adopted the following resolution:

> RES 26-07-25
> *That Council authorize Administration to participate in discussions with the Summer Village of White Sands, the County of Stettler No. 6, and the Erskine Cemetery Club regarding the future administration of the No Stone Left Alone Program at the Erskine Cemetery, with any proposed commitments or financial contributions to be brought back to Council for consideration.*

No responses have been received from the County of Stettler or the Erskine Cemetery Club.

Discussion

The response from the Summer Village of Rochon Sands demonstrates support for exploring a collaborative regional approach to the administration of the No Stone Left Alone Program.

Council may wish to consider whether Administration should:

- follow up with the County of Stettler and the Erskine Cemetery Club to determine their interest in participating;
- arrange an initial meeting with the Summer Village of Rochon Sands while continuing to invite the remaining organizations to participate; or
- provide alternate direction.

Any proposed governance structure, financial commitments, or terms of reference resulting from these discussions would be brought back to Council for consideration prior to implementation.

Financial Implications

There are no immediate financial implications associated with this report.

Any future financial contributions or resource commitments would be presented to Council for approval.

Legislative/Policy Implications

This report is presented in accordance with Policy ADM 1.2 – Purchasing of Goods and Services.

Administrative Recommendation

That Council provide direction regarding the next steps for establishing a regional committee to administer the No Stone Left Alone Program at the Erskine Cemetery.

Options

Option 1:
Direct Administration to follow up with the County of Stettler and the Erskine Cemetery Club and coordinate an initial meeting with all interested parties.

Option 2:
Direct Administration to begin discussions with the Summer Village of Rochon Sands and continue inviting the remaining organizations to participate.

Option 3:
Receive the report for information and take no further action.

Option 4:

Provide alternate direction.

Memo

TO: **SMRWSC Board**

FROM: **Administration**

DATE: **June 18, 2026**

SUBJECT: **Project Updates**

Shirley McClellan Regional Water Services Commission Project Updates

- Phase 7
  - Hwy 13 and CP crossing, and the 200 meters of HDD and water line installation to be completed before September 2026
- Bawlf & Rosalind Truck Fills
  - Preconstruction Kick-Off Meeting hosted at the County Office on May 27.
  - Construction to commence in early August
  - Commissioning completion date is November 30, 2026
- Phase 8 – Pemukan to Compeer
  - United has demobilized from the project
  - Final walk-through, with the Contractor, Stantec and the Commission, occurred on June 16.
  - Substantial Completion has been issued to United Utilities.
- Donalda Reservoir and Truck Fill
  - County staff are working on the Development Permit
  - Site plan has been finalized
  - Survey, Utility locates and review of the geotechnical report have been completed
  - Public Information Session scheduled for July 14 at 6:30 at the Donalda Community Hall

Paul's Council Update July 20, 2026

Board Updates:

CSHA Board meeting 2026/06/18, Strategic Planning Meetings 2026/06/29 to 30, and ASCHA Housing 101 Webinar 2026/06/15:

- Board meeting June 18th was postponed, rescheduled and was done at the end of the Strat Planning session June 30.
- Increasing need for affordable housing in Stettler and in surrounding communities. Considering development of mixed market housing in Stettler that would have a combination of at-market rent, affordable housing, and retail. Presented a business case where it can be developed in a self-funding manner.
- Advocating for better transition from lodges and independent living to higher levels of care.
- Establishing a Housing Foundation to add increased revenues to improver services and offset requisitions.
- ASCHA (Alberta Seniors and Community Housing Association) Housing 101 Webinar: Understanding Alberta's Community and Seniors Housing Systems. Good background information understanding how seniors housing, community housing, and affordable housing programs are run and funded, including requisitions that fund a portion of seniors housing.

SDAA meeting June 29, 2026

- Conflicted with CSHA strat planning meeting. Leona attended this meeting on my behalf.

White Sands AIM July 4, 2026.

- Resident concerns included shoreline management plan and balance between responsible recreational use and environmental preservation, boat launch repairs, gate access to MR across from beach access #4

Upcoming Meetings:

- RDRWA Outreach Event July 24.
- Calendar conflict for next Council meeting July 17. Propose shifting meeting to July 18.

Chief Administrative Officer Report
Regular Council Meeting – July 20, 2026

Administration

Administration continues to manage the increased seasonal workload associated with permitting, resident inquiries, capital projects, grant administration, legislative compliance, and regional initiatives while maintaining regular municipal operations.

Development & Permitting

Year-to-date permit activity remains steady with continued seasonal demand.

- **Development Permits Approved:** 9
- **Golf Cart Permits Issued:** 40
- **County of Stettler Golf Cart Permits Processed:** 14
- **RV Permits Issued:** 37
- **Dock Crossing Permits Issued:** 12

Administration will complete the quarterly provincial reporting requirements for the Golf Cart Pilot Project by the **end of July**.

Legislative & Regional Initiatives

Safety Codes Accreditation (Fire Discipline)

Administration continues to work collaboratively with the County of Stettler and the partner municipalities following the Town of Stettler's Notice of Intent to withdraw from the Joint Quality Management System (QMS) for the Fire Discipline as a result of the dissolution of the Stettler Regional Fire Department.

The County of Stettler is coordinating the response to the Safety Codes Council on behalf of the five remaining municipalities. Current reporting confirms:

- No fire permit activity within any participating municipality.
- No open projects or investigations within the Summer Village of White Sands.
- No complaints or enforcement orders within the Summer Village.

A draft Joint Quality Management System (QMS) has also been circulated for administrative review prior to being presented to each participating Council for approval. Administration will continue participating in the transition process to ensure continuity of Safety Codes services, preservation of historical records, and compliance with provincial accreditation requirements.

Legislative Compliance & Corporate Reporting

Protection of Privacy Act (POPA)

Administration has received notification from the Government of Alberta advising that, beginning with the **2026–2027 fiscal year**, all public bodies will be required to begin tracking prescribed privacy statistics for inclusion in the Province's annual **Protection of Privacy Act (POPA) Report** to the Legislative Assembly.

Although the first reporting submission is not required until **April 2027**, covering the period of **April 1, 2026 to March 31, 2027**, municipalities are expected to begin tracking the required information immediately.

Administration has commenced reviewing the reporting requirements and will implement internal tracking processes to ensure compliance. Required reporting includes statistics relating to:

- Requests for correction of personal information;
- Privacy incidents and breaches;
- Privacy Impact Assessments (PIAs);
- Privacy complaints; and
- Requests for privacy advice and legislative compliance.

These requirements complement the municipality's ongoing Privacy Management Program and recent implementation of Alberta's new privacy legislation.

2026 AMSC Wage & Compensation Survey

Administration is currently completing the **2026 Alberta Municipalities (AMSC) Wage & Compensation Survey**.

The annual survey provides valuable benchmarking information for municipal compensation across Alberta and supports workforce attraction and retention planning. As the Summer Village participated in the previous survey, Administration is updating the existing submission with current 2026 information.

Regional Collaboration

Administration continues to participate in regional initiatives and intermunicipal collaboration.

Recent meetings include:

- **July 14** – Meeting with the Summer Village of Rochon Sands CAO to review proposed amendments to the Regional Fire Commission governance documents.
- **July 16** – Scheduled meeting with the County of Stettler to discuss the proposed governance amendments, review the Commission budget, and better understand the funding formula and future budget implications for participating municipalities.

These discussions will assist Administration in providing future recommendations to Council regarding regional fire governance and budgeting.

Community Programs

The Summer Village is pleased to continue sponsoring the Stettler Public Library Summer Reading Program.

The program commenced July 8 and will continue every Wednesday from 1:30 p.m. to 4:00 p.m. through August 19 at the Community Hall. The weekly program provides recreational and educational opportunities for children and families throughout the summer months.

Organizational Meeting & August Council Meeting

In accordance with the Municipal Government Act and Section 6 of Procedural Bylaw 219-25, the Summer Village is required to hold an annual Organizational Meeting prior to August 31 of each year. The Organizational Meeting includes the appointment of the Mayor and Deputy Mayor, annual committee appointments, and the annual review of Council governance matters required by the Procedural Bylaw, including Council's Code of Conduct and Remuneration Policy.

Administration also notes that recent amendments under Bill 28 – Municipal Affairs and Housing Statutes Amendment Act, 2026 introduce Alberta's new Councillor Accountability Framework. As additional provincial regulations are expected to support implementation, Administration will review the municipality's governance documents and bring forward any recommended amendments to Council policies or bylaws, where required, to ensure legislative compliance.

Administration recommends that Council approve the following meeting schedule:

- Annual Organizational Meeting
    - Monday, August 17, 2026
    - 9:30 a.m.
- Regular Council Meeting
    - Immediately following the conclusion of the Organizational Meeting.

Following Council approval, Administration will advertise both meetings on the municipal website and official communication channels in accordance with the Procedural Bylaw and municipal public notification requirements.

Administration & Staffing

The CAO will be on scheduled vacation **July 21–24, 2026**.

A Buffalo Lake Intermunicipal Development Plan (BLIDP) administrative follow-up meeting is scheduled for **July 23**, and attendance has been arranged during the vacation period.

As **July 24** would normally have been the CAO's scheduled Friday workday under the Summer Office Schedule, Administration will revise the work schedule accordingly.

Administration also notes that **Erin** will be on scheduled vacation from **July 27 through August 5**. Operational planning has been completed to ensure continuity of municipal services during this period.

Insurance & Risk Management

On **June 24, 2026**, Administration, together with the **Summer Village of Rochon Sands Administration**, met with the **RMA Insurance Risk Advisor** to review the upcoming insurance renewal and municipal risk management.

Key discussion items included:

- Reviewing insured contents and replacement values to better reflect actual replacement costs and ensure appropriate coverage.
- Undertaking a review of municipal building contents and asset inventories as part of the insurance renewal process.
- Considering whether playground equipment may be better funded through reserves, as insurance may not fully cover replacement costs.
- A preliminary review of the playground equipment was completed. A comprehensive inspection of the **Jack's Pond Playground** will be scheduled to assess equipment condition, placement, and future replacement needs.
- Improving asset inventories and maintenance documentation to support future insurance renewals and strengthen municipal risk management.

This work is ongoing and will form part of the municipality's 2026 insurance renewal process.

Summary

Administration continues to advance Council priorities through legislative compliance, regional collaboration, community programming, operational service delivery, and seasonal initiatives while preparing for several upcoming provincial reporting requirements, governance changes, and regional projects. Administration will continue to keep Council informed as these initiatives progress and as additional provincial direction becomes available.

Motion #	Motion	Status	Completed Date	Notes
25:12:15	Moved by Councillor Thorogood to approve the Cinder MSP quote for Internet & Network Upgrades for Municipal Buildings in the 2026 budget and proceed with upgrades.	Completed	June 26th	
26:01:04	Moved by Councillor Thorogood to the subdivision officer to work with admin to undertake minor housekeeping and minor amendments to the land use bylaw.	Ongoing		Fall 2026
26:01:07	Moved Councillor Ashford to award the Boat Launch Preliminary Study Propsal to WSP, based on the clarification on a phased approach: Phase 1 is the Preliminary Design Report (max fee of $16 838) and Phase 2 is the optional geotechnical investigation (max of $9 700) based on what is determined in Phase 1's findings. Administration will apply to Local Government Fiscal Framework (LGFF) Capital grant for $28 000.	Ongoing		Agreement Signed, spring 2026 review. See CAO Report
26:02:12	Moved by Mayor Zembal directs Administration, in coordination with the municipal engineering consultants, to continue advancing stormwater and drainage grant readiness and prepare applications under both federal and provincial programs once funding intakes open in 2026.	Ongoing		
26:03:07	Moved by Councillor Thorogood to approve Option 2: Install Wi-Fi Smart Thermostat of a maximum budget $800.	Pending		
26:03:08	Moved by Councillor Ashford to create a policy to monitor all municipal buildings with a smart thermostat.	Pending		
26:05:35	Motion by Mayor Zembal to approve the three councilors and the CAO to attend the ASV and book hotels rooms for October 14-16th.	Completed	9-Jul	Hotels books and pre-auth forms are completed for room and parking. Tickets purchased
26:05:36	Motion by Councillor Thorogood to approve a donation up to $200 and Councillor Thorogood volunteers to pick-up the donation item(s).	pending		
26:06:12	Moved by Mayor Zembal to continue the historical practice of reimbursing the full annual property tax notice associated with the Emergency Access Right of Access Agreement lands.	Completed	15-Jun	
26:06:13	Moved by Councillor Thorogood that Council respectfully declines the offer of donation of the buffalo head mount and directs Administration to thank the donor for the offer.	Completed	16-Jun	

Motion #	Motion	Status	Completed Date	Notes
26:06:14	Moved by Councillor Thorogood to receive as information and not endorsing the plan in its entirety at this time and schedule a committee of the whole with the private resident and any other interested parties.	Pending		Spoke with the resident and waiting on dates on what will work for him.
26:06:15	Moved by Mayor Zembal that Council authorizes Administration to issue the Request for Proposals for the Community Hall Expansion / Exercise Area Conversion project with amendments and direct Administration to return the proposal results, project costs, and recommendations to Council for consideration prior to any contract award, budget allocation, or construction commencement. Section 7: - Reword…to improvement of the overhead garage door including: - Remove first point Section 8: - Improvements - Remove 3rd bullet point	Completed	15-Jul	Deadline July 10th and in council package
26:06:26	Moved by Councillor Ashford to award the Janitorial Services Contract for the White Sands Multi-Purpose Hall and Municipal Office to Jan-Pro at a cost of $190 per month and authorize the Chief Administrative Officer to finalize and execute the necessary service agreement on behalf of the Summer Village of White Sands.	Completed	25-Jun	Had our first clean on the July 4th weekend
26:06:19	Moved by Councillor Zembal to have administration advertise the tables free to White Sands ratepayers on an as-is, where-is basis, first-come-first-serve and any remaining will be taken to the landfill.	Pending		

SUMMER VILLAGE OF WHITE SANDS

Council Information Report

Buffalo Lake Ranch Estates (Phases 3–5) -Subdivision File Status and Process Summary

Purpose

To provide Council with a report summary of the Buffalo Lake Ranch Estates Phase 3–5 subdivision file, outline the work completed to date, and confirm that the subdivision review process has been administered in accordance with the Municipal Government Act (MGA).

Background

Buffalo Lake Ranch Estates was originally approved through a multi-phase Outline Plan in 2007 consisting of five development phases.

- Phase 1 was completed.
- Phase 2 was completed and subsequently underwent engineering remediation to satisfy obligations under the Development Agreement prior to recommendation of a Construction Completion Certificate.
- Phases 3, 4 and 5 remain undeveloped.

In May 2023, the Summer Village received Subdivision Application No. 2023-149 proposing approximately 53 additional residential lots. During the review process, Administration identified several planning, engineering, servicing and statutory planning matters that required additional technical and legislative review prior to consideration by Council acting as the Subdivision Authority.

Throughout the review process, Administration coordinated engineering, planning, legal and agency reviews to support Council in its statutory decision-making responsibilities

During this time, the developer advised Council that they wished to pursue a revised development concept based on larger residential lots and an alternative servicing approach. Council subsequently considered that request and, through Motion 24:04:12, supported the revised concept for the purpose of allowing a new subdivision application to be submitted. Administration then issued correspondence inviting the submission of a new subdivision application in accordance with Council's direction.

The revised concept reflected a change proposed by the developer and would require the submission and review of a new subdivision application in accordance with the Municipal Government Act, applicable statutory plans and municipal planning documents.

Subdivision Timeline at a Glance

Date	Milestone	Status
2007	Buffalo Lake Ranch Estates Outline Plan approved	✓
Phase 1	Construction completed	✓
Phase 2	Construction completed	✓
2021–2023	Engineering review and remediation completed	✓
May 2023	Subdivision Application No. 2023-149 received	✓
2023	Agency and municipal circulation completed	✓
2023	Engineering review completed	✓
September 2023	Independent legal opinion obtained respecting servicing requirements	✓
April 17, 2024	Council directed revised concept for Phases 3–5	✓
May 15, 2024	Applicant invited to submit future subdivision application based on revised concept	✓
Current	Awaiting submission of future subdivision application	Current

---

Administration Activities Completed

Throughout the review process Administration has coordinated and completed the following:

- Processed the subdivision application upon receipt.
- Reviewed the proposal for completeness and legislative compliance.
- Coordinated circulation to provincial agencies, utility providers, neighbouring municipalities and adjacent landowners.
- Reviewed the proposal against the Municipal Government Act, Municipal Development Plan, Land Use Bylaw and applicable Intermunicipal Development Plans.
- Coordinated engineering review associated with previous subdivision phases and Development Agreement obligations.
- Obtained an independent legal opinion respecting interpretation of servicing requirements.
- Reviewed historical subdivision approvals and planning documentation.
- Prepared reports and recommendations for Council in its capacity as the Subdivision Authority.

Current Status

At the date of this report:

- No subdivision approval has been granted for Phases 3–5.
- A revised concept has been supported by Council for the purpose of submitting a future subdivision application.
- Any future subdivision application will be reviewed independently in accordance with the Municipal Government Act, applicable statutory plans, municipal bylaws and technical requirements in effect at the time of submission.

Legislative Review

Administration has reviewed the subdivision file and the documentation demonstrates that the review process undertaken to date is consistent with the legislative framework established under the Municipal Government Act.

Throughout the review process, Administration has:

- coordinated application circulation;
- completed legislative and policy review;
- obtained engineering and legal advice where appropriate;
- coordinated technical review;
- prepared reports and recommendations for Council; and
- supported Council in its statutory role as the Subdivision Authority.

The file demonstrates continued progression through the legislative and technical review process. As with many multi-phase developments, the timing of the file has reflected the completion of engineering, legal, planning and statutory review requirements as information became available.

Administration Summary

Buffalo Lake Ranch Estates is a long-term, multi-phase subdivision involving historical approvals, engineering obligations, statutory planning requirements and intermunicipal planning considerations.

As with many phased developments, the review process has involved engineering, planning, legal and legislative review, together with agency referrals. As with many phased developments, the review process has involved engineering, planning, legal and legislative review, together with agency referrals, technical analysis and Council consideration as additional information became available.

Throughout the review, Administration has continued to process the subdivision file by coordinating the required technical reviews, obtaining professional advice where appropriate, reviewing compliance with applicable legislation and planning documents, and providing reports and recommendations to Council in its role as the Subdivision Authority.

The documentation associated with this file demonstrates that the subdivision has continued to progress through the review process established under the Municipal Government Act. This report

is intended to provide Council with a summary of the work completed to date, the current status of the subdivision file, and an overview of the legislative review process.

The purpose of this report is to provide Council with a factual summary of the subdivision file and the work completed to date. It is not intended to revisit previous decisions or determine the merits of any future subdivision application. Future subdivision applications will be reviewed independently by Council, acting as the Subdivision Authority, in accordance with the Municipal Government Act and the applicable statutory planning documents in effect at the time of application.

Financial Implications

None at this time.

Policy / Legislative Implications

- Municipal Government Act
- Subdivision and Development Regulation
- Municipal Development Plan
- Land Use Bylaw
- Buffalo Lake Intermunicipal Development Plan
- Buffalo Lake South Shore Intermunicipal Development Plan
- Existing Development Agreement

Recommendation

That Council receive the Buffalo Lake Ranch Estates (Phases 3–5) Subdivision File Status and Process Summary as information.

Attachment A - Municipal Government Act – Subdivision Review Process

How a Subdivision Application is Processed

Applicant

Submits Subdivision Application

▼

Administration

- Reviews application for completeness
- Coordinates referrals
- Reviews legislation and planning documents
- Obtains engineering/legal advice if required
- Prepares report

▼

Council

Acting as the Subdivision Authority

- Reviews the application
- Considers technical reports and referral comments
- Makes a decision under the Municipal Government Act

▼

Decision

✓ Approve

✓ Approve with Conditions

✓ Refuse

▼

If Approved

- Development Agreement
- Engineering Design
- Construction
- Municipal Inspections
- Construction Completion Certificate (CCC)
- Final Acceptance Certificate (FAC)

SUMMER VILLAGE OF WHITE SANDS

For the Period Ending June 30, 2026

	General Ledger	Description	2026 Budget	2026 Actual	2026 % Variance
*		General Administration	(25,030.00)	(13,941.61)	55.70
*		Protective Services	(824.00)	0.00	0.00
*		Transportation	(4,500.00)	(2,880.00)	64.00
*		Water	0.00	0.00	0.00
*		Planning & Development	(29,790.00)	(24,311.40)	81.61
*		Recreation & Parks	(4,300.00)	(5.00)	0.12
*		Culture	0.00	(1,195.63)	0.00
*		Taxes & Penalties	(1,045,050.76)	(1,035,440.64)	99.08
*		Other Revenue	0.00	0.00	0.00
**		TOTAL REVENUE	(1,109,494.76)	(1,077,774.28)	97.14
*		Council & Legislative	35,105.00	9,459.90	26.95
*		General Administration	240,558.00	113,420.61	47.15
*		Policing	25,043.00	15,243.00	60.87
*		Fire Fighting & Preventive	53,400.00	852.14	1.60
*		Disaster Services	10,000.00	8,249.02	82.49
*		Bylaw Enforcement	2,400.00	144.00	6.00
*		Transportation	152,045.00	41,346.18	27.19
*		Water Department	3,600.00	2,579.09	71.64
*		Landfill & Recycling	27,750.00	8,703.44	31.36
*		Planning & Development	20,240.00	9,610.71	47.48
*		Park & Recreation	45,125.00	5,530.21	12.26
*		Culture	27,219.00	8,747.71	32.14
*		Contigency	0.00	0.00	0.00
*		Requistitions	467,005.17	234,739.73	50.26
**		TOTAL EXPENSES	1,109,490.17	458,625.74	41.34
***		(SURPLUS)/DEFICIT-Before Amort	(4.59)	(619,148.54)	13,489,074.95

*** End of Report ***

SUMMER VILLAGE OF WHITE SANDS

For the Period Ending June 30, 2026

STATEMENT OF CAPITAL REVENUE AND EXPENDITURES

General Ledger	Description	2026 Budget	2026 Actual	2026 % Variance
Capital Revenue				
5-31-00-00-00-840	Common Services - Provincial Grant	(6,000.00)	0.00	0.00
5-37-00-00-00-830	Drainage - Federal Grant	(30,000.00)	0.00	0.00
5-61-00-00-00-840	Planning & Dev - Provincial Grants	(21,000.00)	0.00	0.00
5-72-00-00-00-840	Parks & Rec - Provincial Grant	(146,838.00)	0.00	0.00
5-72-99-91-00-920	Parks & Rec - Drawn fr. Cap. Reserves	(30,000.00)	0.00	0.00
5-74-00-00-00-840	Culture - Provincial Grant	(25,000.00)	0.00	0.00
*	**TOTAL CAPITAL REVENUE**	**(258,838.00)**	**0.00**	**0.00**
Capital Expenditure				
6-31-00-00-21-620	Common Services - Signage	6,000.00	0.00	0.00
6-32-00-00-11-610	Trans - Dust Control	30,000.00	31,232.34	104.10
6-37-00-00-10-610	Drainage - Project 1	30,000.00	0.00	0.00
6-61-00-00-00-610	Planning & Dev -Shoreline Mgt. Plan	21,000.00	0.00	0.00
6-72-00-00-21-620	Parks & Rec - Jack's Pond Cook Shed	30,000.00	0.00	0.00
6-72-00-00-24-620	Parks & Rec - Boat Launch	116,838.00	10,635.30	9.10
6-74-00-00-20-620	Culture - Community Hall	25,000.00	0.00	0.00
*	**TOTAL CAPITAL EXPENDITURE**	**258,838.00**	**41,867.64**	**16.18**
**	**SURPLUS/(DEFICIT)**	**0.00**	**41,867.64**	**0.00**

*** End of Report ***

Financial Report by Erin Weinzierl

- Administration has completed entering the approved 2026 capital projects, including associated grant funding, into the municipal financial software. This will assist with project tracking, budgeting, and financial reporting throughout the year.
- The municipality's Guaranteed Investment Certificate (GIC) matured on July 13, 2026, with a maturity value of $307,895.68 (original investment $304,543.04). Council's investment strategy has been maintained, with $300,000 reinvested into a new 120-day GIC at an interest rate of 2.20%.
- Due to the volume and complexity of June financial activity, particularly the processing and reconciliation of property tax payments, the June bank reconciliation will be presented as part of the August 2026 Council meeting. Administration is pleased to report that the municipality has now returned to a positive cash position due to tax payments, permits, etc.

Reserve Balances

Reserve	Balance
Public Land Reserve (Restricted)	$152,000.00
General Reserve (Unrestricted)	$200,000.00
Fire & Protection Services	$91,520.87
Infrastructure & Roads	$68,886.94
Equipment	$41,429.66
Elections	$10,000.00
Buildings & Facilities	$41,429.66
Parks & Open Spaces	$41,429.66
Grant Readiness	$55,148.30

From:	Trevor Eagle
To:	CAO
Cc:	Trevor Eagle; Heather Burns
Subject:	SVWS Permit fee and timing concern and comments
Date:	July 10, 2026 10:47:01 AM

Melissa,

Please send the following comments and concerns forward to Council.

Thanks
Trevor

SVWS Council,

I am writing to express concern regarding the recent enacted increases for annual trailer permit fees at the Summer Village of White Sands (SNWS), Buffalo Lake. The change has the 2027 fee increasing by 50% to $450 compared to $300 for 2026 and prior years followed with a further increase to $600 in 2028, representing a 100% increase from 2026 and prior levels. This level of escalation appears disproportionate to the anticipated level of administration involved and does not appear aligned with the tax rates applied to permanent structures within the community, resulting in an inequitable cost burden.

On a renewal annual basis with no changes made to the lot in question, the permit is the same as the prior year's permit application with the landowner confirming that the lot has a concrete tank with piping to allow for the collection of trailer gray and black water. The fee charge/change seems disproportion and especially punitive to trailer owners. Further, this information required, on annual renewals, is the same as that which is filed and lodged with the first/ original development permit application from the landowner with SVWS [which requires the use of a concrete septic tank]. The fee structure further provides undue pressure and makes the lots at the SVWS less attractive for potential purchasers with it to likely have an adverse impact on the overall taxation base and ability for the SVWS to both attract potential lot buyers and future cabin builders.

In addition, the requirement for trailer permit application with fees are currently to be paid in full by the end of March. The current timing does not align with normal annual usage times which generally commence, on or

around May long. As a result, lots with trailers often end up getting notices, statements and late fees when they have barely considered their annual use, even going to the lake or remembering to make the application. I suggest that the annual application timing be realigned to June 30th or potentially May 31st. To mitigate the administration including conventional mail (paper, printing, stuffing, postage etc) and accounting, if a timely email for all land owners with only trailers and prior years permits is sent annually in April and a follow-up reminder on May 15th to please make the trailer permit application I anticipate that this would further reduce the administration requirements and align with the two points of concern listed herein.

I respectfully request that Council review both the fee structure and permit application with timeline to ensure they are equitable, reasonable, and reflective of seasonal use patterns.

Trevor Eagle and Heather Burns
12 Mckenzie Way

ALBERTA
MUNICIPAL AFFAIRS
Office of the Minister
MLA, Peace River

AR122590

June 17, 2026

His Worship Danny Zembal
Mayor
Summer Village of White Sands
PO Box 119
Stettler AB T0C 2L0

Dear Mayor Zembal:

I am pleased to confirm the 2026 funding allocations for your community.

For the Summer Village of White Sands:

- The 2026 Local Government Fiscal Framework (LGFF) Capital allocation is $82,650.
- The 2026 LGFF Operating allocation is $18,740.
- The 2026 Build Communities Strong Fund-Community Stream (BCSF-CS) allocation is $15,468.

LGFF Capital is a legislated program aimed at providing local governments with advanced notice of their future infrastructure funding. As indicated on the program website, in 2027, your community will be eligible for $86,083. Information on 2028 LGFF Capital allocations will be shared with local governments this fall, after changes in provincial revenues between 2024/25 and 2025/26 have been confirmed. I would like to also inform you that work is underway to develop a new allocation formula for the LGFF Operating program, which will be announced later this year.

As you may be aware, in 2025, the Government of Canada launched the BCSF, which included a renaming of the Canada Community-Building Fund to the Community Stream under the BCSF. Please note that no program or funding changes are being made apart from the name change.

LGFF and BCSF-CS funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at www.alberta.ca/municipal-affairs-funding-programs.

…/2

Classification: Protected A

I look forward to working together with you to support your local infrastructure and operating needs, and building strong, vibrant communities across Alberta.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs

cc: Melissa Beebe, Chief Administrative Officer, Summer Village of White Sands

Classification: Protected A

Municipal Government Act Change Summary

Bill 28, *Municipal Affairs and Housing Statutes Amendment Act, 2026*

Governance and Accountability

This fact sheet has been developed as an information resource. It is not legal advice and cannot be used in place of consulting with a lawyer. In the event of a conflict between the legislation and this fact sheet, the legislation prevails.

Relevant *Municipal Government Act* sections

- *Section 130.1*
- *Section 146.011(1)*
- *Section 146.02(1)*
- *Section 146.021(1)*
- *Section 146.03(1)*
- *Section 146.04*
- *Section 146.05(1)*
- *Section 146.06(1)*
- *Section 146.07(1)*
- *Section 146.08(1)*
- *Section 146.09(1)*
- *Section 153*
- *Section 201.1(1)(b)*

Councillor Accountability Framework

Previous *Municipal Government Act* requirements

Since the repeal of councillor codes of conduct in 2025, municipalities cannot pass or continue to implement or enforce bylaws or resolutions related to councillor behavior.

What has changed

A new councillor accountability framework will address unacceptable councillor behaviour including misuse of municipal assets and services, confidentiality of information, and rules regarding egregious or threatening behaviour and improper use of influence.

New provisions in the Act establish rules, processes, and procedures for submitting a complaint, conducting preliminary reviews, investigations, and appeals.

Only councillors are eligible to file a complaint, and a complaint can only be made against a councillor on the same council. The Minister can also initiate an investigation at the local level.

Preliminary reviews and investigations will be conducted by an investigator chosen by council from a roster designated by the Minister. For any complaint filed by a councillor, a preliminary review must occur to determine if the complaint, in whole or in part, is frivolous, vexatious, or out of scope. If the investigator determines that any part of the complaint is frivolous, vexatious, or out of scope, the investigator must end that part of the investigation.

After conducting the preliminary review, the investigator must report the results to the Minister and council and advise if all or a part of the investigation has ended.

If the complaint is potentially valid following the preliminary review, it must proceed to an investigation. Once the investigation is complete, a report is prepared that contains a summary of the investigation, as well as a recommendation as to whether a contravention has occurred and what sanctions, if any, should be applied. It is the council's decision, by resolution, to determine if the framework was contravened and whether to apply sanctions.

The framework establishes an appeal mechanism for council's decisions as to whether there was a contravention and imposition of any sanctions. An appeal commissioner appointed by the Minister hears the appeal and provides recommendations to the Minister on whether to accept, reject, or vary the council's resolution. If the appeal commissioner's recommendations are different from council's decisions, the appeals commissioner must provide reasons.

To conclude the appeal, the Minister, by order, determines if there was a contravention and may apply sanctions. When issuing an order, the Minister must publish the appeal commissioner's recommendations and, if applicable, reasons for the recommendation as well as the Minister's decision. If the Minister's decision varies from the appeals commissioner's, the Minister must include reasons in writing.

©2026 Government of Alberta | June 16, 2026 | Municipal Affairs

Classification: Public

If at any point during the preliminary review or investigation, the investigator finds that a complaint, or part of a complaint, pertains to pecuniary interest, the framework establishes a process for mandatory referral to the Court of King's Bench.

What it means

Municipal Affairs will establish, by regulation, further details to implement the councillor accountability framework. The regulation is expected to include types of contraventions, sanctions, fees, timelines for each step, and further guidance on investigator and appeal commissioner rosters.

While the framework includes a process for complaints related to pecuniary interest matters, existing disclosure and disqualification requirements continue to apply. These rules have not changed.

What do municipalities have to do?

It is recommended that municipalities and their councillors review the rules, processes, and procedures regarding the accountability framework established in the *Municipal Government Act* (*MGA).* Further information and requirements to support implementation will be in a forthcoming regulation.

Viability Reviews – Vote of Electors

Previous *Municipal Government Act* requirements

The *MGA* establishes a municipal viability review process administered by Municipal Affairs. Following a review, electors vote on whether the municipality should dissolve. The Minister could only recommend dissolution of the municipality to Cabinet if electors voted in favour of it.

What has changed

Changes to the *MGA* retain the step for electors to vote on a question of dissolution after a viability review has been completed and before dissolution can occur. However, the results of this vote are no longer binding, though they remain an important consideration in the Minister's decision. This change is in effect immediately.

What it means

This change enables the Minister and Cabinet to consider the results of the vote alongside other considerations when making recommendations and decisions on the dissolution of a municipality.

What do municipalities have to do?

No action is required from municipalities.

Effective Date

The amendments to the *MGA* took effect upon Bill 28's Royal Assent on May 14, 2026.

While provisions in the Act related to the accountability framework are in force, implementation requires the creation of a forthcoming regulation.

Resources

To learn more, please refer to:

- Amendment summary for Bill 28: https://www.alberta.ca/system/files/ma-bill-28-legislation-information-guide.pdf
- *Municipal Government Act*

Contact us

Phone:	780-427-2225
Toll-free in Alberta:	310-0000
Email:	ma.advisory@gov.ab.ca

©2026 Government of Alberta | June 16, 2026 | Municipal Affairs

Classification: Public

Municipal Government Act Change Summary

Bill 28, the *Municipal Affairs and Housing Statutes Amendment Act, 2026*

Enabling Growth and Affordable Housing

This fact sheet is for information only. It is not legal advice and cannot be used in place of consulting with a lawyer. In the event of a conflict between the legislation and this fact sheet, the legislation prevails.

Relevant *Municipal Government Act* sections

- *Section 297 (2.01) and (2.02)*
- *Section 297.1*
- *Section 640 and Section 642*
- *Section 640.3*
- *Section 648(1.2) and (2.11)*
- *Section 671*
- *Section 683.1 and Section 683.2*
- *Section 694*

Related forthcoming amendments to:

- *City of Calgary Charter, 2018 Regulation, and City of Edmonton Charter, 2018 Regulation*

Automated Permitting Processes and Timeline Reporting

Previous *Municipal Government Act* requirements

The *Municipal Government Act* (*MGA*) did not contemplate an “automatic yes” framework for approvals, nor did it directly address the use of automated or digital permitting tools.

There were no requirements for municipalities to publish development statistics on their websites.

What has changed

The *MGA* now allows municipalities to use automated systems to manage applications for development permits and issue development permits.

The Minister may also, by regulation, require municipalities to set processes, timelines, or other requirements to make decisions on applications for development permits and issue development permits. This is known as ‘automatic yes’.

Starting in 2027, municipalities with populations over 15,000 will be required to publish the following development statistics on their website by March 31 each year:

- total number of development permit applications received;
- total number of development permits issued;
- average and median number of days from application receipt to when the application was determined, deemed, or acknowledged to be complete under Section 683.1(1), (4), or (7), or deemed to be refused under section 683.1(8);
- the average and median number of days from when an application was determined, deemed, or acknowledged to be completed under Section 683.1(1), (4), or (7) to when a development permit was issued under Section 642(1) or (2), or refused under Section 642(2) or 684(3), as the case may be; and
- a comparison of timelines against requirements in Sections 683.1(1) and 684(1).

What it means for municipalities

Municipalities have clear authority to use automated and digital tools to review and process development applications and permits. Municipalities can now fast-track simple, low-risk projects and use modern systems to streamline permitting processes.

Municipalities are encouraged to explore “automatic yes” approaches and opportunities for low-risk developments in their community. In the future, the Minister may establish rules and requirements in an “automatic yes” regulation.

Public reporting of timelines increases transparency and supports accountability to residents and developers.

What do municipalities have to do?

Starting in 2027, municipalities with populations over 15,000 must publish the required development statistics for the previous calendar year on the municipality’s website by March 31 each year.

©2026 Government of Alberta | June 16, 2026 | Municipal Affairs

Classification: Public

Community Design Codes

Previous *Municipal Government Act* requirements

The *MGA* did not address community design codes or authorize the Minister of Municipal Affairs to establish them.

What has changed

The Minister may establish community design codes by regulation. The Minister may also require a municipality to pass a bylaw adopting a community design code in all or part of the municipality.

What it means for municipalities

Community design codes will provide an option for municipalities and developers to beautify communities and expedite approvals for developments that meet the pre-established land-use and design standards.

What do municipalities have to do?

Details on the processes, rules, requirements, and implementation of community design codes will be included in a forthcoming regulation.

Off-site Levies

Previous *Municipal Government Act* requirements

Municipalities could impose off-site levies to recover eligible capital costs for infrastructure such as water, wastewater, roads, and certain public facilities.

Only school boards were exempt from off-site levies on land developed for school buildings.

What has changed

Off-site levies cannot include:

- operational costs;
- retail or commercial facilities not required to deliver the facility's core services;
- items not permanently affixed to a facility (for example: firetrucks, furniture, equipment); or
- capital costs incurred to build to a standard higher than required under applicable provincial building codes.

These amendments will also apply to Edmonton and Calgary through forthcoming amendments to the City Charters.

Exemptions from off-site levies have been expanded to include land developed for a school building that is owned or leased by charter or accredited independent schools. This exemption is not retroactive.

What it means

The changes clarify what capital costs can and cannot be included in off-site levies.

Costs such as transit buses and enhanced architectural design and building amenities cannot be included in an off-site levy bylaw.

What do municipalities have to do?

Municipalities should ensure that off-site levy bylaws align with the new off-site levy provisions. In turn, any new off-site levy agreements must comply with these amendments.

Use of Reserve Land

Previous *Municipal Government Act* requirements

The *MGA* did not permit charter schools to use school reserve or municipal and school reserve land.

What has changed

The *MGA* explicitly permits charter schools accredited by Alberta Education and Childcare to use school reserve or municipal and school reserve land for the operation of a charter school.

What it means

Charter schools are now treated more consistently with other publicly funded schools in eligibility to access reserve lands.

Allocation of reserve land and Joint Use Planning Agreement processes, procedures, and requirements have not changed.

Residential Sub-classing

Previous *Municipal Government Act* requirements

Municipalities could establish residential assessment sub-classes based on council criteria.

What has changed

If a council establishes a class 1 residential sub-class that applies to residential property that is not a primary residence and does not meet the requirements of any other class 1 sub-class, that sub-class cannot be applied to residential property wholly or partially owned by one or more persons that reside in Alberta.
Property tax sub-classes for other types of vacant or

©2026 Government of Alberta | June 16, 2026 | Municipal Affairs

Classification: Public

non-primary residence properties, such as derelict property, are not affected by this change.

An individual resides in Alberta if the person that has lived in Alberta for at least 183 days in the current or previous calendar year and does not have an intention of taking up residence outside Alberta.

What it means

Municipalities cannot apply different sub-classes, and by extension tax rates, to residential properties owned by Alberta residents based on whether the property is or is not a primary residence.

Other class 1 residential sub-classes, such as derelict, undeveloped, or tourist homes are not impacted by this change.

The restriction applies only to residential property owned by individual Albertans and not residential property owned by an Albertan corporation. In the case where a property is jointly owned by an Albertan and a non-Albertan, it shall be treated the same as if the property was solely owned by an Albertan.

What do municipalities have to do?

Municipalities should ensure that their residential sub-classing bylaws comply with the new provision in Section 297(2.01).

If not currently in compliance, municipalities must follow the transitional provisions in Section 297.1.

Bylaws amended in accordance with the transitional provisions apply retroactively and are deemed to have come into force on January 1, 2026.

Effective Date

The amendments to the *MGA* came into force on May 14, 2026, when Bill 28 received Royal Assent.

Resources

To learn more, please refer to:

- Amendment summary for Bill 28: https://www.alberta.ca/system/files/ma-bill-28-legislation-information-guide.pdf
- *Municipal Government Act*

Contact us

Phone:	780-427-2225
Toll-free in Alberta:	310-0000
Email:	ma.advisory@gov.ab.ca

©2026 Government of Alberta | June 16, 2026 | Municipal Affairs

Classification: Public

Municipal Government Act Change Summary

Bill 28, *Municipal Affairs and Housing Statutes Amendment Act, 2026*

Municipal Transparency

This fact sheet is for information only. It is not legal advice and cannot be used in place of consulting with a lawyer. In the event of a conflict between the legislation and this fact sheet, the legislation prevails.

Relevant *Municipal Government Act* sections

- *Section 208*
- *Section 208.1*
- *Section 215.1*
- *Section 215.2*
- *Section 215.3*
- *Section 215.4*
- *Section 215.5*
- *Section 215.6*
- *Section 215.7*
- *Section 334(4)*

Municipal Salary Disclosure

Previous *Municipal Government Act* requirements

Salary disclosure for municipal employees was limited to the chief administrative officer (CAO) and an aggregate amount for designated officers, reported through each municipality's Financial Information Return. Disclosure was total compensation and benefits with no threshold amount.

What has changed

Municipalities must now publish employee compensation annually on the municipality's website if the employee's compensation, benefits and severance from the previous year is greater than the threshold established in Section 1(o)(ii) of the *Public Sector Compensation Transparency Act*.

Municipalities must continue to disclose annual compensation for the CAO and designated officers in Financial Information Returns.

What it means

This change aligns municipalities with provincial public sector disclosure and strengthens transparency around how public dollars are used.

Municipalities must publish a list of employees whose compensation is above the threshold, including:

- employee name;
- position, appointment or classification;
- amount of compensation;
- total value of non-monetary benefits; and
- severance (if applicable).

Municipalities may apply to the Deputy Minister, in writing, to exempt an employee or class of employees from having their information published if it could unduly threaten the safety of the employee or class of employees.

The Minister of Municipal Affairs may aggregate or publish part or all the information received on the Municipal Affairs website.

The Minister may also direct an audit of a municipality to determine compliance. The municipality would be responsible for the cost of the audit.

What do municipalities need to do?

Starting in 2027, on or before June 30 of each year, municipalities must publish on their website a list of employees whose total compensation, benefits, and severance received from the municipality during the previous calendar year is greater than the threshold established under Section 1(o)(ii) of the *Public Sector Compensation Transparency Act*.

Municipalities are required to provide the list of compensation information to the Minister prior to publishing it on their website.

If no employees meet the threshold, the municipality shall inform the Minister and publish a notice to that effect on the municipality's website.

The *Justice Statutes Amendment Act, 2026* set the salary threshold at $130,000 for 2026. Future increases will reflect provincial wage settlements published by the Government of Alberta.

Tax Notices – Police Costs

Previous *Municipal Government Act* requirements

The *Municipal Government Act* (*MGA*) did not enable municipalities to list municipal policing costs as a separate rate or amount on tax notices.

What has changed

Municipalities may now show the portion of the tax rate and/or the amount of tax imposed to pay for RCMP police services on property tax notices. This is under Section 4(1) of the *Police Act* or under an agreement referred to in Section 22(1) of the *Police Act*.

Upcoming changes to the Matters Related to Assessment and Taxation Regulation will establish required wording for displaying policing costs on property tax notices. Municipalities who choose to display policing costs on property tax notices must do so in accordance with the regulation once it is in force.

What it means

Urban municipalities (5,000 or under), rural municipalities, and specialized municipalities with RCMP services under the Provincial Police Service Agreement may display policing costs on property tax notices as a separate line item.

What do municipalities need to do?

Relevant municipalities may choose to list RCMP police service costs on property tax notices as a rate or an amount. This is at the discretion of the municipality and is not a requirement. The policing costs displayed are for information only and do not constitute a separate tax rate established under the municipal tax rate bylaw.

Administrative Accountability

Previous *Municipal Government Act* requirements

The *MGA* provides municipalities with natural person powers but did not set out rules regarding reporting the use of these powers.

Amendments in 2025 made it a requirement for information requested by a councillor to be provided as soon as practical, and once the information was provided to one councillor it must be shared with all other councillors within 72 hours. If the requested information is personal or confidential, the CAO may refuse to provide the information considering factors in Section 208.1(2).

What has changed

The Act now requires the CAO to notify council in writing each time natural person powers are used. Notice must be provided at the first council meeting following the use of the natural person power or 14 days after the use of the natural person power, whichever occurs earliest. Notice is not required when the natural person power is used for a matter already approved by bylaw or resolution of council, a personnel matter, a routine operational matter, an emergency response, or when seeking a legal opinion on behalf of the municipality.

Additional amendments provide greater clarification regarding how the CAO responds to councillor requests for information, as well as when and how that information is to be shared with the rest of council.

If the information requested is publicly available, the CAO may, but is not required to, provide it to all other councillors.

A council may establish a bylaw to manage substantial information requests. The bylaw must define a ‘substantial information request’ and may specify whether a resolution of council is needed before the CAO must provide the information, specific reporting requirements, and any other provisions necessary to carry out the purposes of the bylaw.

If a council does not pass a substantial information request bylaw, Section 208.1 applies. The information request must be responded to as soon as practicable. Once information is shared with one councillor, it must be shared with all other councillors within 72 hours.

What it means

CAOs must be aware of natural person powers reporting exemptions. If the use does not fall under an exemption, the CAO must notify council at the first council meeting following the use of the natural person power or after 14 days, whichever occurs the earliest.

Councillors and CAOs must be aware of amendments related to information sharing including the circumstances and timelines to share information with all councillors.

Municipalities may establish a substantial information request bylaw to manage requests that may take significant administrative time and resources. This is at

©2026 Government of Alberta | June 16, 2026 | Municipal Affairs

Classification: Public

the discretion of the municipality and is not a requirement.

What do municipalities need to do?

Municipalities may wish to review their CAO bylaw to ensure alignment with amendments to natural person powers and information requests.

Updates to Privacy Legislation

Previous *Municipal Government Act* requirements

The *MGA* referenced the *Freedom of Information and Protection of Privacy Act* (*FOIP*).

What has changed

Outdated references to *FOIP* in the *MGA* have been replaced with references to the *Access to Information Act* and the *Protection of Privacy Act*, as appropriate in each provision.

What it means

The amendments ensure that the *MGA* correctly references current privacy and access to information legislation.

What do municipalities have to do?

Municipalities must abide by the *Access to Information Act* and the *Protection of Privacy Act* and ensure their bylaws align with provincial legislation.

Effective Date

Amendments in the *MGA* related to municipal transparency to took effect upon Bill 28's Royal Assent on May 14, 2026.

Resources

To learn more, please refer to:

- Amendment summary for Bill 28: https://www.alberta.ca/system/files/ma-bill-28-legislation-information-guide.pdf
- *Municipal Government Act*

Contact us

Phone:	780-427-2225
Toll-free in Alberta:	310-0000
Email:	ma.advisory@gov.ab.ca

©2026 Government of Alberta | June 16, 2026 | Municipal Affairs

Classification: Public

ASVA Quarterly Update

2026/06/12

Advocacy Updates:

Thank you to everyone who took part in the ASVA Aquatic Invasive Species (AIS) letter-writing campaign. Several summer villages have received responses from Ministers. In those replies, Environment and Protected Areas (EPA) reiterated its commitment to implementing the AIS Task Force recommendations and strengthening Alberta's AIS prevention and response framework. EPA reported that it is increasing watercraft inspection stations from 11 to 12 by adding a site at the Chief Mountain Border Crossing, continuing to deploy the roving crew, and adding two conservation K9 teams to restore the full complement of three. EPA has also advanced all seven AIS Task Force recommendations, including:

- Exploring alternative funding to stabilize AIS program budgets;
- Launching Canada's first pilot dip tank technology for hot-washing watercraft;
- Requiring mandatory inspections for all watercraft entering Alberta from the eastern or southern borders;
- Advocating for additional aquatic pesticide registrations in Canada to strengthen response efforts when needed.

ASVA has asked Municipal Affairs to revise Municipal Indicators 11 and 12 and to exempt Summer Villages from Municipal Indicator 13 (Interest in Municipal Office). Most Summer Villages would otherwise trigger Indicator 13 because many councils were acclaimed. In ASVA's view, this reflects strong governance and resident support for current council members; if there were governance concerns, more candidates would likely run for office.

Communication Updates:

ASVA is working with the Alberta Municipal Data Sharing Partnership (AMDSP) on Next Generation 9-1-1 (NG9-1-1) and with 11 non-compliant Summer Villages. Under the AMDSP membership agreement, each member must review or update its data at least once a year.

Resolutions for the 2026 AGM are now being accepted. Please coordinate with Executive Director Kathy Krawchuk to submit your resolutions.

Education Updates:

The May 5 CAO Focus Group was well attended and included updates on the Access to Information Act and Protection of Privacy Act (ATIA/POPA), website rebranding, and ASVA's submission on the Local Authority Election Act (LAEA).

ASVA distributed POPA Privacy Management Program (PMP) templates and a bylaw template to members. Thank you to the Summer Village of Rochon Sands for sharing these documents.

Summer Village Highlights:

The ten Summer Villages of Pigeon Lake did a mock emergency scenario to determine if a State of Local Emergency (SOLE) is required. This exercise was very informative, and it was interesting to hear why municipalities would or would not declare a SOLE.

The Summer Village of Island Lake is currently digitizing all files and moving to electronic records management; along with a bridge replacement and transitioning to cloud ERP software.

The Summer Village of Val Quentin highlights include:

- FireSmart Community Cleanup May 30, 2026
- 9th Annual Picnic in the Park July 11, 2026
- DRAS Water Application underway for Shoreline Weeded Cleaning
- Asset Management Plans nearing completion for 10 Summer Villages and Village of Alberta Beach
- Climate Ready Infrastructure Service Project for Lac Ste Anne Trail proceeding with CRIS Federal Grant Funding
- Regional Emergency Management Functional Exercise being planned for September 2026 - in collaboration with Lac Ste Anne County and Ste Anne Regional Emergency Management Partnership (SVREMP) using FRIAA Grant funding.
- Implementation of POPA /ATIA with a huge shoutout to Rochon Sands and ASVA for all the support with these templates

Association of
SUMMER VILLAGES
OF ALBERTA

Subject: Support Alberta's Summer Villages: Silent Auction Donation Request

Dear Business Owner,

The Association of Summer Villages of Alberta (ASVA) is gearing up for our 68th Annual Conference, and we would love for your business to be a part of it.

This year's event, themed *"Connecting Communities & Creating Futures,"* will take place **October 15 & 16, 2026**, at the Holiday Inn & Suites Edmonton Airport in Nisku. As a non-profit, we rely on the generosity of partners like you to ensure our conference is a success.

We are kindly requesting a **silent auction item donation** for the event. This is a fantastic opportunity to showcase your brand to a dedicated audience, including representatives from summer villages across Alberta, regional partners, MLAs, and provincial Ministers.

Your support directly helps ASVA continue its mission as a vital advocate for Alberta's unique lakeside communities.

How to Donate:
If you are able to contribute, please contact our Executive Director, **Kathy Krawchuk**, at **execdirector@asva.ca** or **summervillages@gmail.com** to arrange a pickup.

For more details about our work, feel free to visit **www.asva.ca**.

Thank you for your time and for considering a contribution to our annual conference.

Warm regards,

The ASVA Executive & Board of Directors
780.236.5456
execdirector@asva.ca

NATIONAL POLICE FEDERATION

FÉDÉRATION DE LA POLICE NATIONALE

National Police Federation Alberta

Wave 9

May 2026

pollara strategic insights

Methodology

Field Window	Wave 9 – April 24 to May 11, 2026
Sampling	Online survey of randomly-selected sample of **1,210 Adult (18+) Alberta Residents**
Reliability	As a guideline, a probability sample of this size carries a margin of error of **± 2.8%**, 19 times out of 20. The margin of error is larger for sub-segments.
Weighting	Data has been weighted using the most current age, gender, region, and education Census data, to ensure the sample reflects the actual population of adult Albertans.

REGIONAL DISTRIBUTION		
REGION	**UNWEIGHTED Counts**	**Margin of Error**
Calgary	215	±6.7%
Edmonton	214	±6.7%
Calgary Suburbs	100	±9.8%
Edmonton Suburbs	105	±9.6%
Rural North	176	±7.4%
Rural Central	200	±6.9%
Rural South	200	±6.9%
TOTAL ALBERTA	**1,210**	**± 2.8%**

WAVE	DATES IN FIELD	TOTAL RESPONDENTS
W1	Oct 21 – 28, 2020	1,300
W2	Apr 30 – May 7, 2021	1,228
W3	Oct 21 – Nov 4, 2021	1,221
W4	Jul 6 – 19, 2022	1,206
W5	Sept 15 – Oct 4, 2023	1,202
W6	Jun 14 – 24, 2024	1,200
W7	April 17 – 28, 2025	1,201
W8	Aug 8 – 20, 2025	1,200
W9	April 24 – May 11, 2026	1,210

pollara strategic insights

Priorities & Impressions

pollara
strategic insights

Affordability & Cost-of-Living tops list of priority issues for Albertans

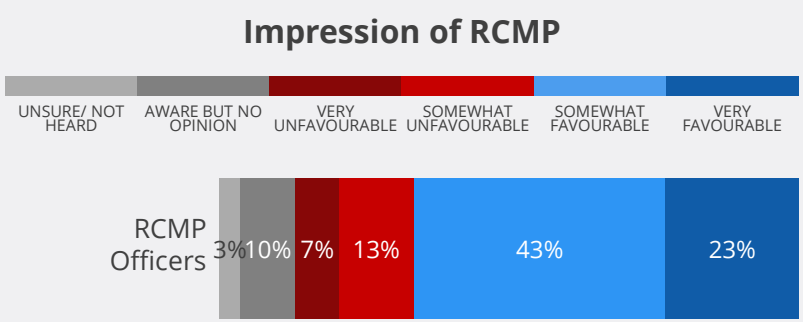
- Affordability & cost-of-living (46%) remains top priority that respondents would like Premier Danielle Smith and the Alberta government to address, far ahead of health care (22%) and Alberta's economy (16%).
- Affordability & cost-of-living is top priority of majority of 18-34s (50%) and 35-54s (51%).
- Policing and public safety is the top priority of only 2% of Albertans.

Priority Issues	TOTAL				REGION								GENDER		AGE		
	W9	W8	W7	W6	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	All Rural	M	F	18-34	35-54	55+
Affordability and Cost-of-Living	46	43	41	48	48	41	46	41	50	49	49	49	44	49	50	51	39
Health Care	22	20	27	24	13	27	22	36	20	25	24	23	19	26	15	16	33
Alberta's Economy	16	19	16	14	19	18	19	8	14	15	10	13	20	11	16	14	16
Climate Change & Environment	3	3	4	4	5	4	2	1	1	-	3	1	3	3	4	5	2
Education	3	4	3	3	4	3	0	2	3	2	2	3	3	3	4	4	1
Policing and Public Safety	2	1	2	1	2	3	4	-	1	1	1	1	2	1	1	2	2
Indigenous Reconciliation	1	2	1	0	-	1	1	-	2	3	-	1	1	1	1	1	0

Q 2. When it comes to the following issues facing Alberta today, which is your top priority that you would like the Premier Danielle Smith and the Alberta government address? Base: TOTAL W9 (N=1,210); W8 (N=1,200); W7 (N=1,201); W6 (N=1,200).

Two-thirds of Albertans have favourable impression of RCMP Officers

- Favourable impressions of RCMP Officers (66%) within range of results over past eight waves (65% to 71%).
- Favourable impressions of RCMP Officers are highest in Calgary suburbs (77%) and Edmonton suburbs (76%).



% FAVOURABLE (Very/Somewhat)

TOTAL	REGION							RCMP SERVED	
W9	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	Yes	No/ Unsure
66	63	67	77	76	59	71	65	71	63

	W9	W8	W7	W6	W5	W4	W3	W2	W1
RCMP Officers	**66**	70	66	67	69	66	71	65	70

3. Do you have a favourable or unfavourable impression of the following people or organizations? If you are unaware of any, please click that response option.
Base: TOTAL W9 (N=1,210); W8 (N=1,200); W7 (N=1,201); W6 (N=1,200); W5 (N=1,202); W4 (N=1,206); W3 (N=1,221); W2 (N=1,228); W1 (N=1,300).

Police and Sheriff services in Alberta have net-favourable impressions

- Awareness of Alberta Sheriffs Police Service (ASPS) (61%) is lower relative to “Alberta Sheriffs” in wave 8 (74%).
- ASPS has net-favourable impressions with 37% favourable and 24% unfavourable.
- Police services tested are net-favourable. Edmonton Police Service (66%) is within range of wave 1-8 results, while Calgary Police Service (63%) is at a lower level relative to previous waves.

Impression of Police Services

	UNSURE/ NOT HEARD	AWARE BUT NO OPINION	VERY UNFAVOURABLE	SOMEWHAT UNFAVOURABLE	SOMEWHAT FAVOURABLE	VERY FAVOURABLE
Medicine Hat Police Service *(n=46)*	5%	4%	6%	14%	41%	30%
Edmonton Police Service *(n=319)*	2%	9%	11%	13%	47%	19%
Calgary Police Service *(n=315)*	5%	12%	6%	14%	44%	19%
Lethbridge Police Service *(n=98)*	4%	18%	9%	16%	37%	15%
Grande Prairie Police Service *(n=95)*	9%	25%	11%	16%	24%	14%
Alberta Sheriffs Police Service (ASPS)* *(n=1210)*	17%	22%	10%	14%	27%	10%

% FAVOURABLE (Very/Somewhat)

	WAVE - TOTAL							
	W9	W8	W7	W6	W5	W4	W3	W2	W1
Medicine Hat Police Service	**71**	75	75	78	79	79	80	88	85
Edmonton Police Service	**66**	65	61	66	69	70	63	66	72
Calgary Police Service	**63**	68	67	66	73	65	71	70	68
Lethbridge Police Service	**53**	54	67	53	63	60	50	45	57
Grande Prairie Police Service	**38**	40	31	34	-	-	-	-	-
Alberta Sheriffs Police Service (ASPS)*	**37**	52	49	46	49	-	-	-	-

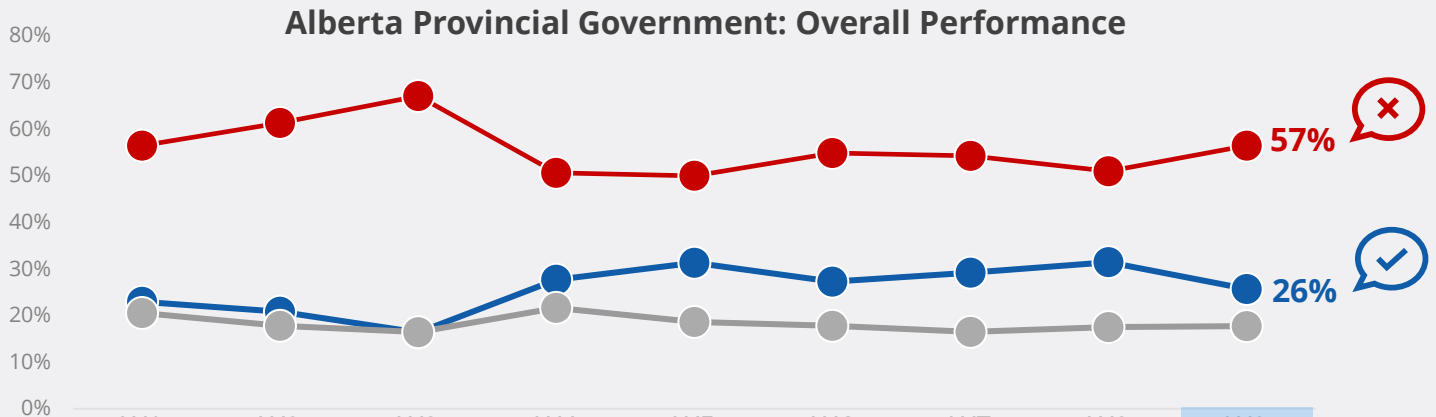
3. Do you have a favourable or unfavourable impression of the following people or organizations? If you are unaware of any, please click that response option.
Base: TOTAL W9 (N=Varies). Note: Data <2% not labeled. *Previous versions listed “Alberta Sheriffs”

National Unity

pollara
strategic insights

Majority of Albertans say provincial government heading off in wrong direction

- Those saying provincial government is on “right track” declines 5% since wave 8.



	W1 Oct'20	W2 Apr'21	W3 Oct'21	W4 Jul'22	W5 Sept'23	W6 Jun'24	W7 Apr'25	W8 Aug'25	W9 Apr'26
WRONG DIRECTION	56%	61%	67%	51%	50%	55%	54%	51%	57%
RIGHT TRACK	23%	21%	16%	28%	31%	27%	29%	31%	26%
NOT SURE	21%	18%	16%	22%	19%	18%	16%	18%	18%

1. In Alberta today, do you think the provincial government is on the right track, or do you think it is heading off in the wrong direction?
Base: TOTAL W9 (N=1,210); W8 (N=1,200); W7 (N=1,201); W6 (N=1,200); W5 (N=1,202); W4 (N=1,206); W3 (N=1,221); W2 (N=1,228); W1 (N=1,300).

Three-quarters choose remaining in Canada

- 76% agree Alberta should remain in Canada while 17% disagree. In an alternate question, 20% agree Alberta should cease to be a part of Canada to become an independent state, while 69% disagree.
- Results are consistent by age, but marginally different by gender (23% men, 17% women) with women more likely to be undecided (15%) vs. men (7%).

Separation from Canada

	TOTAL	% YES											
		REGION							GENDER		AGE		
		Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	M	F	18-34	35-54	55+
Cease to be part of Canada, become an independent state (11% / 69% / 20%)	20	19	15	18	20	31	22	24	23	17	19	21	20
Remain in Canada (7% / 17% / 76%)	76	78	84	73	71	66	75	67	75	76	77	73	77

4A. Do you agree that the Province of Alberta should cease to be a part of Canada to become an independent state?
4B. Do you agree that Alberta should remain in Canada?
Base: TOTAL W9 (N=1,210)

Plurality say separating from Canada will have negative impact on a range of issues, but positive impact is higher than current support for separation

- With support from separation ranging from 17% to 20%, those saying separation will have a positive impact on Canada in key areas is at a higher level (28% to 32%) suggesting that there is room to grow for separatist sentiment.
- On policing and public safety in Alberta communities, 28% say separation would have a positive impact.

Impact of Separation from Canada

			% POSITIVE IMPACT											
	TOTAL		REGION							GENDER		AGE		
	Pos	Neg	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	M	F	18-34	35-54	55+
Job creation and economic development in Alberta (12% 7% 33% 16% 16% 16%)	32	49	30	24	41	37	42	30	40	34	30	32	33	31
The ability to ship Alberta oil to international markets by ocean (13% 7% 35% 14% 15% 16%)	31	49	30	26	33	31	38	34	33	36	26	36	30	28
The ability of employers to attract skilled workers to Alberta for vacant positions (12% 11% 32% 17% 15% 14%)	29	48	27	23	38	35	35	30	35	33	25	33	30	26
Policing and public safety in Alberta communities (14% 12% 30% 16% 15% 13%)	28	46	29	24	31	31	32	29	29	33	24	27	31	26
Accessibility of publicly-funded health care in Alberta (11% 8% 38% 15% 14% 13%)	28	53	28	21	27	29	35	31	29	32	23	30	31	23

Q 5. If Alberta were to separate from Canada and become an independent country, what impact do you think this would have on each of the following?
Base: TOTAL W9 (N=1,210)

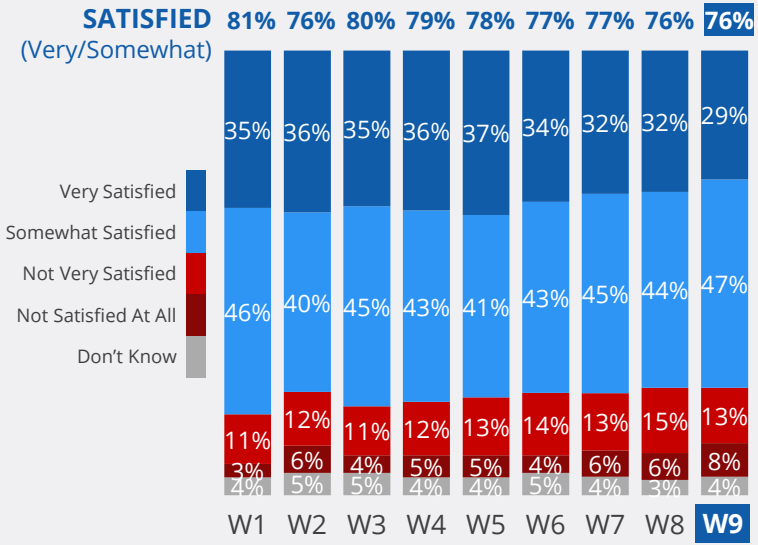
RCMP Satisfaction, Confidence, and Believability

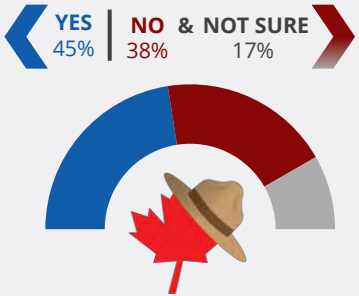
pollara
strategic insights

Over three-quarters satisfied with RCMP's policing

- Satisfaction with RCMP's policing of their community (76%) consistent with wave 8; those very satisfied (29%) marginally declined.
- Satisfaction with policing in non-RCMP communities (68%) declines 5% compared to wave 8, and level of those very satisfied (17%) lower than RCMP-served communities.

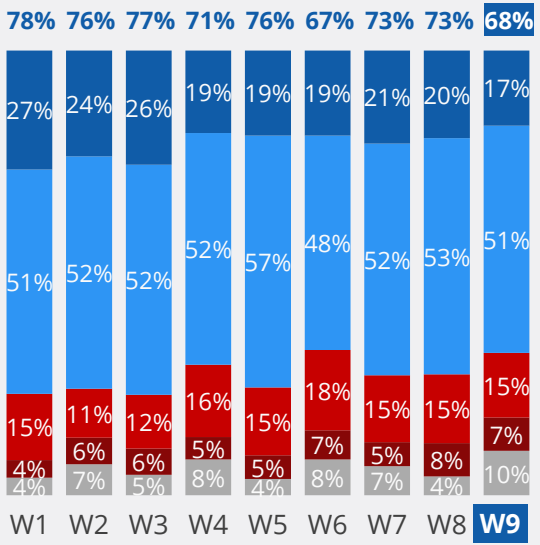
Satisfied With RCMP's Policing





Area Served by a Local RCMP Detachment

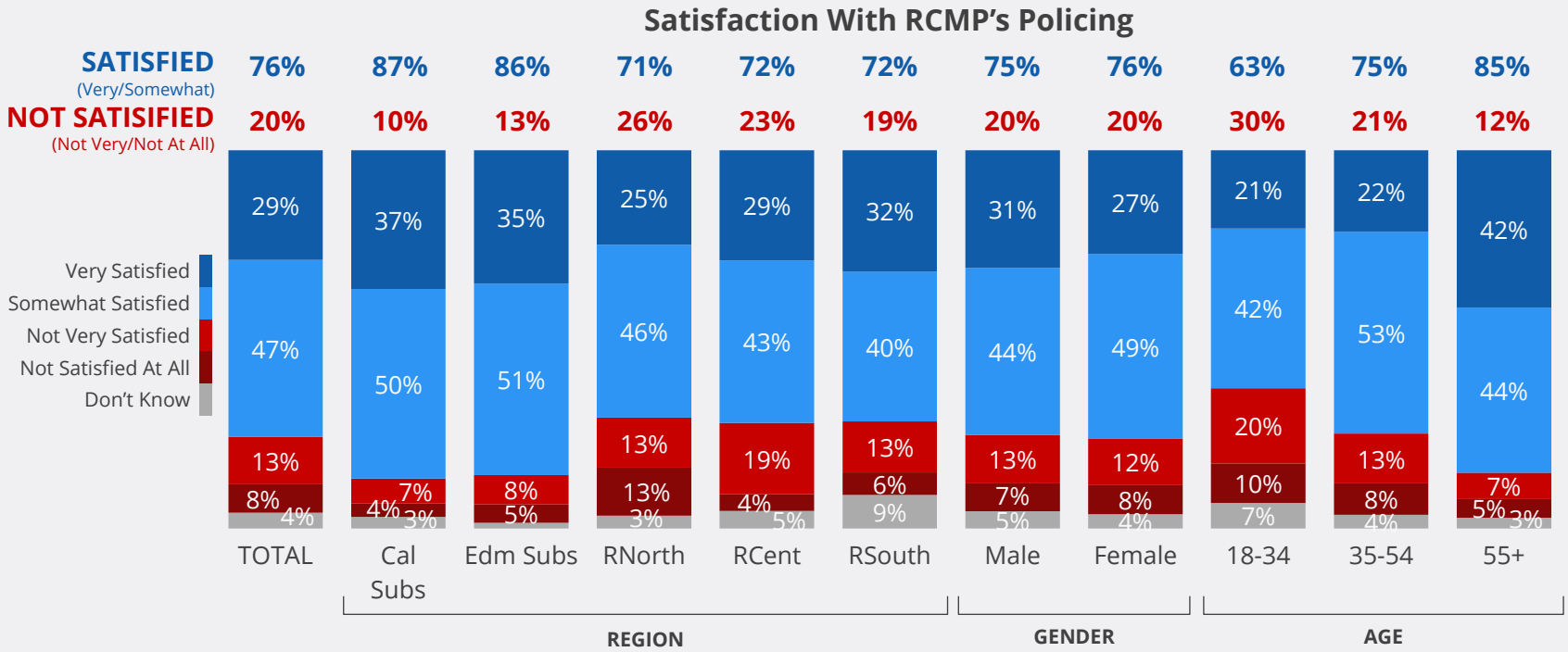
Satisfied With Policing In Community



Now, here are some questions about policing in Alberta. | 12. Is your municipality or local area served by a local RCMP detachment? Base: TOTAL W9 (N=1,210); W8 (N=1,200); W7 (N=1,201) | 13. How satisfied are you with the RCMP's policing of your community? Base: TOTAL W9 (N=687); W8 (N=729); W7 (N=718); W6 (N=678); W5 (N=699); W4 (N=696); W3 (N=727); W2 (N=733); W1 (N=809) | 14. How satisfied are you with the policing in your community? Base: TOTAL W9 (N=523); W8 (N=471); W7 (N=483); W6 (N=522); W5 (N=503); W4 (N=510); W3 (N=494); W2 (N=495); W1 (N=491).

Satisfaction with RCMP's policing 71% or above across RCMP-served regions

- Regionally, satisfaction ranges from 71% in Rural North to 87% in Calgary suburbs.
- 55+ age group most satisfied with RCMP's policing (85%); men (75%) and women (76%) at about same level of satisfaction.



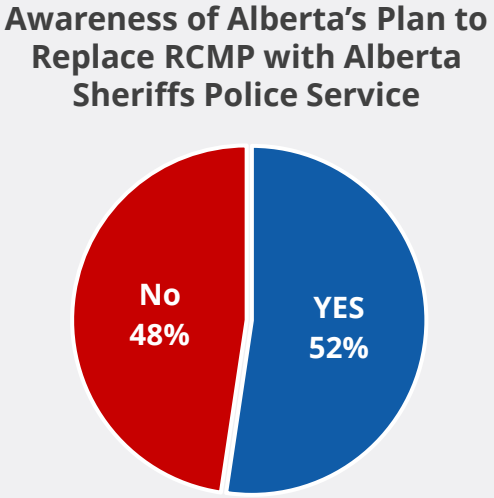
13. How satisfied are you with the RCMP's policing of your community?
Base: Local Area Served by RCMP W9 (N=687). Note: Data <2% not labeled.

RCMP Contract Renewal and Alberta Sheriffs Police Service (ASPS)

pollara
strategic insights

Slim majority aware of Alberta government's plan to create the Alberta Sheriffs Police Service (ASPS)

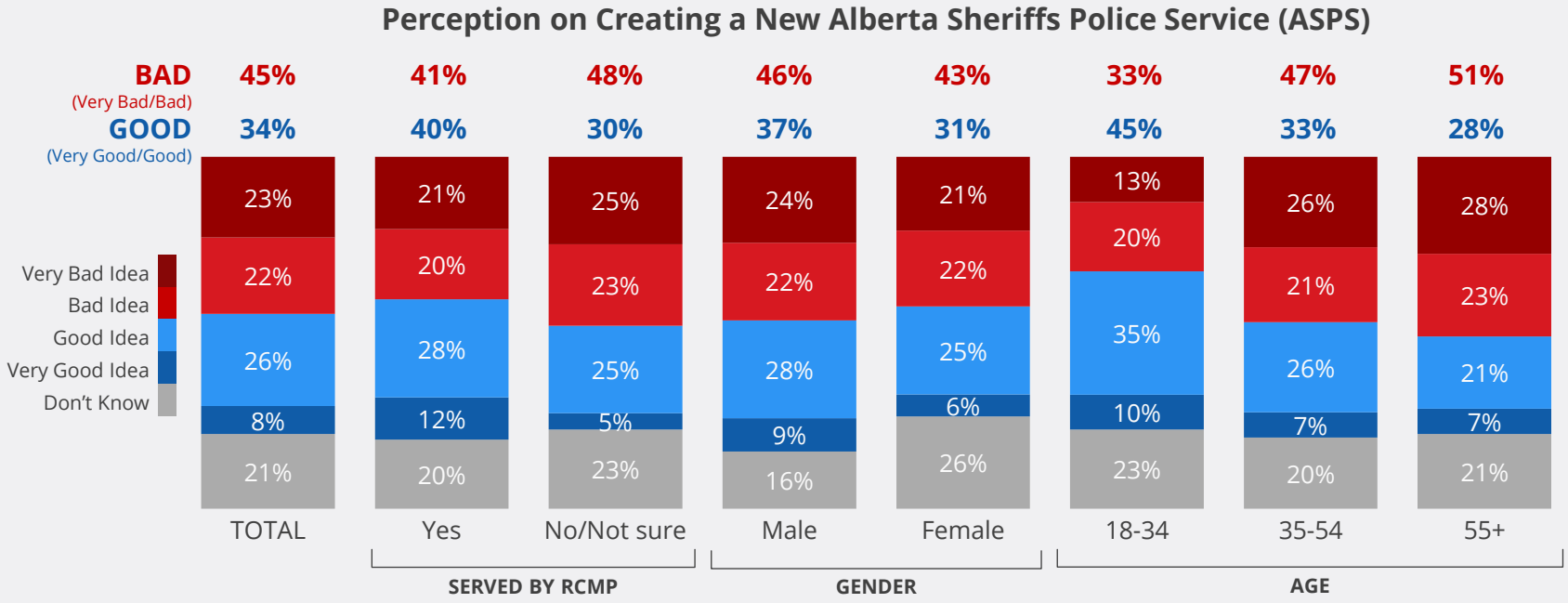
- 52% awareness of Alberta government's plan to create the ASPS, with higher level of awareness among 55+ age group (69%), men (59%), and rural Alberta residents (56%).



22. Before responding to this survey, had you read, seen or heard anything about the Alberta government's plan to create a new provincial police service called the Alberta Sheriffs Police Service (ASPS)?
Base: TOTAL W9 (N=1,210)

Plurality says creating a new ASPS at this time is a “bad idea”

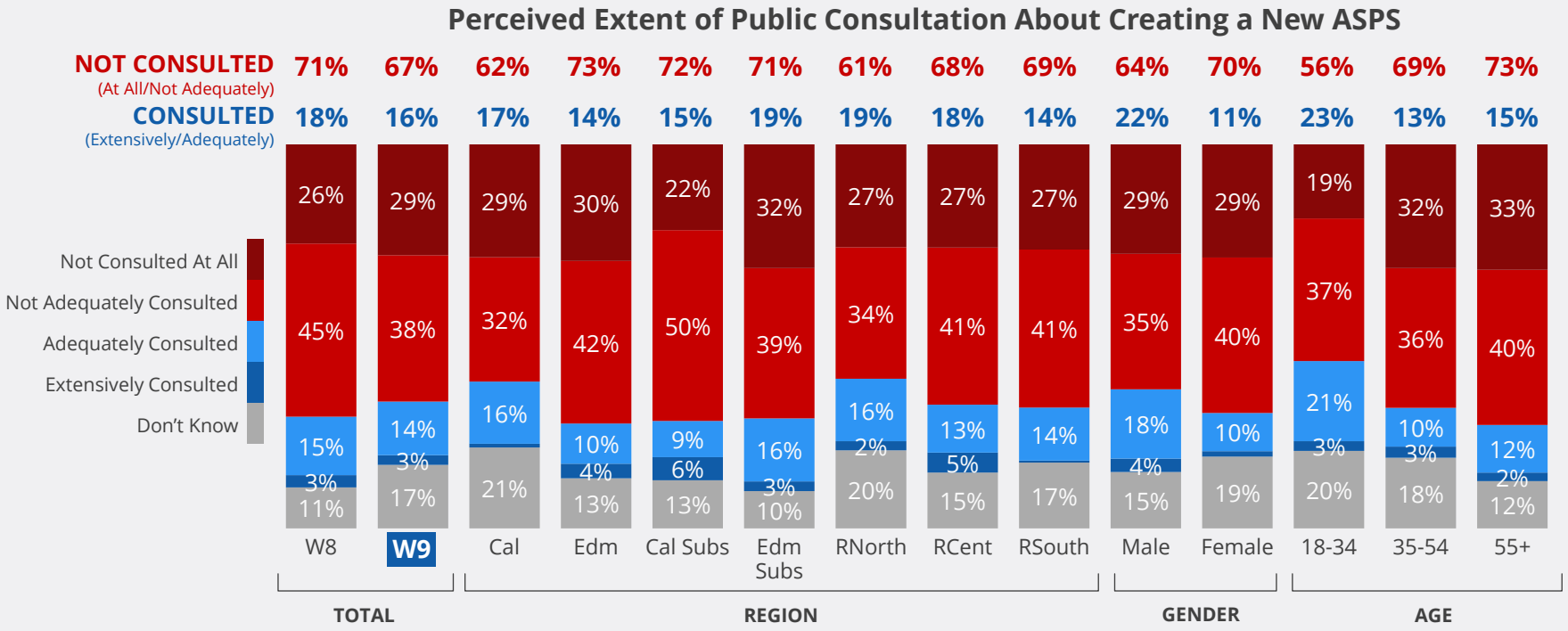
- 45% say creating the ASPS at this time is a bad idea, including 23% who say it’s a “very bad idea”. Young people – 18-34 age group – are more likely to say it’s a good idea (+12% good vs. bad) compared to 35-54 (-14%) and 55+ (-23%).



23. In February 2026, the Alberta government announced its plan to create a new Alberta Sheriffs Police Service (ASPS). Thinking about this, do you feel the Alberta government creating an additional provincial police service – the Alberta Sheriffs Police Service (ASPS) – at this time is a good idea or a bad idea?
Base: TOTAL W9 (N=1,210)

Two-thirds say that the public has not been adequately consulted about creating a new Alberta Sheriffs Police Service

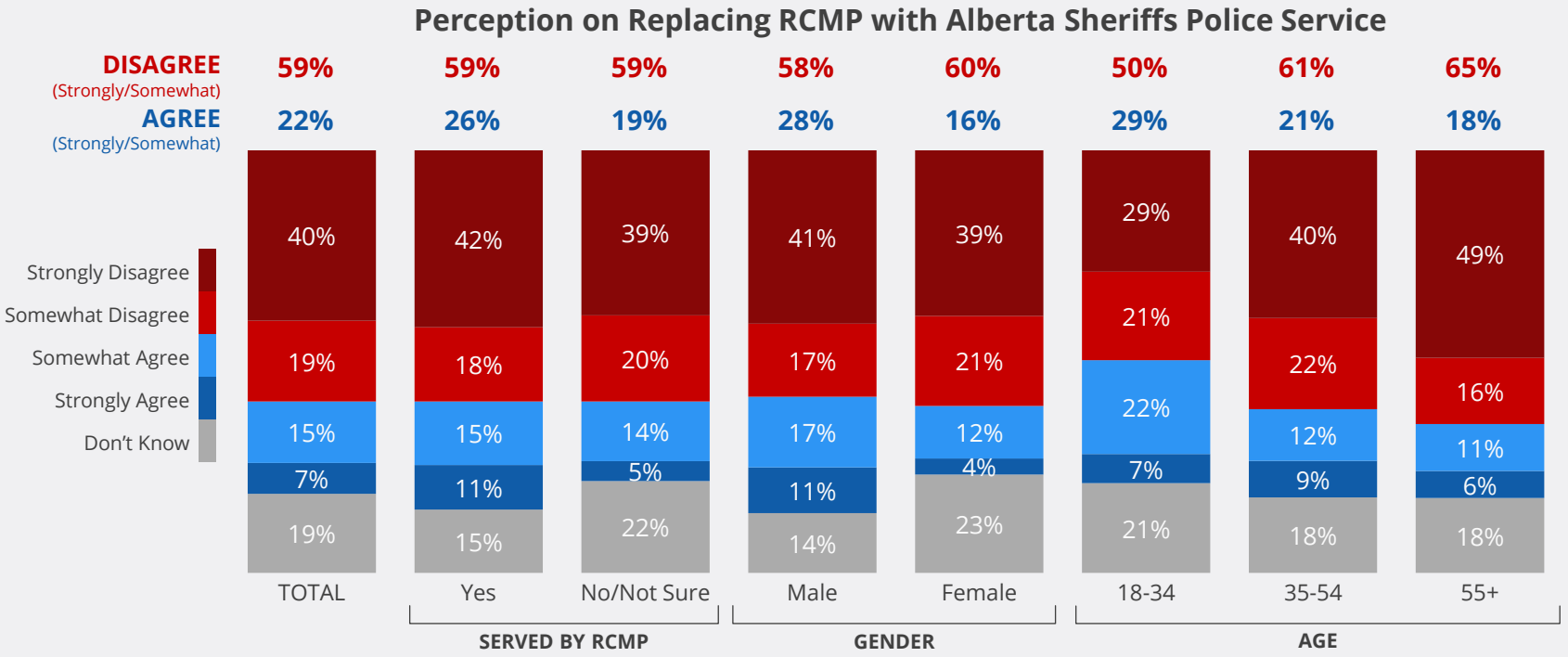
- Broad consensus across gender, age, and region groups that consultation has not been adequate.



24. To what extent do you think the public has been consulted about creating a new Alberta Sheriffs Police Service?
Base: TOTAL W9 (N=1,210); W8 (N=1,200). Note: Data <2% not labeled.

Majority disagree that ASPS should replace the RCMP in all RCMP-served communities in Alberta when RCMP contract expires in 2032

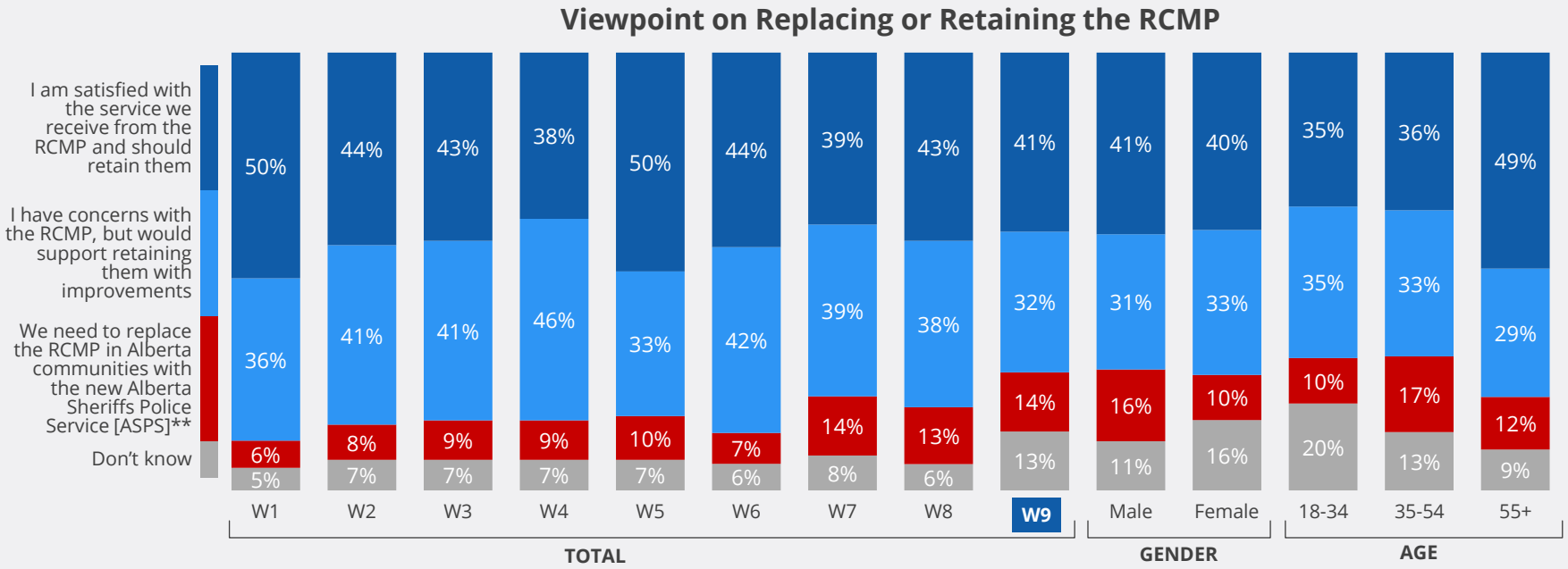
- Majority disagree across age, gender, and region groups that ASPS should replace RCMP in 2032.



25. Do you think the Alberta Sheriffs Police Service should replace the RCMP in all RCMP-served communities in Alberta when the RCMPs contract expires in 2032?
Base: TOTAL W9 (N=1,210).

In RCMP-served areas, over 7-in-10 satisfied or prefer retaining them with improvements, while 1-in-7 choose replacing the RCMP with ASPS

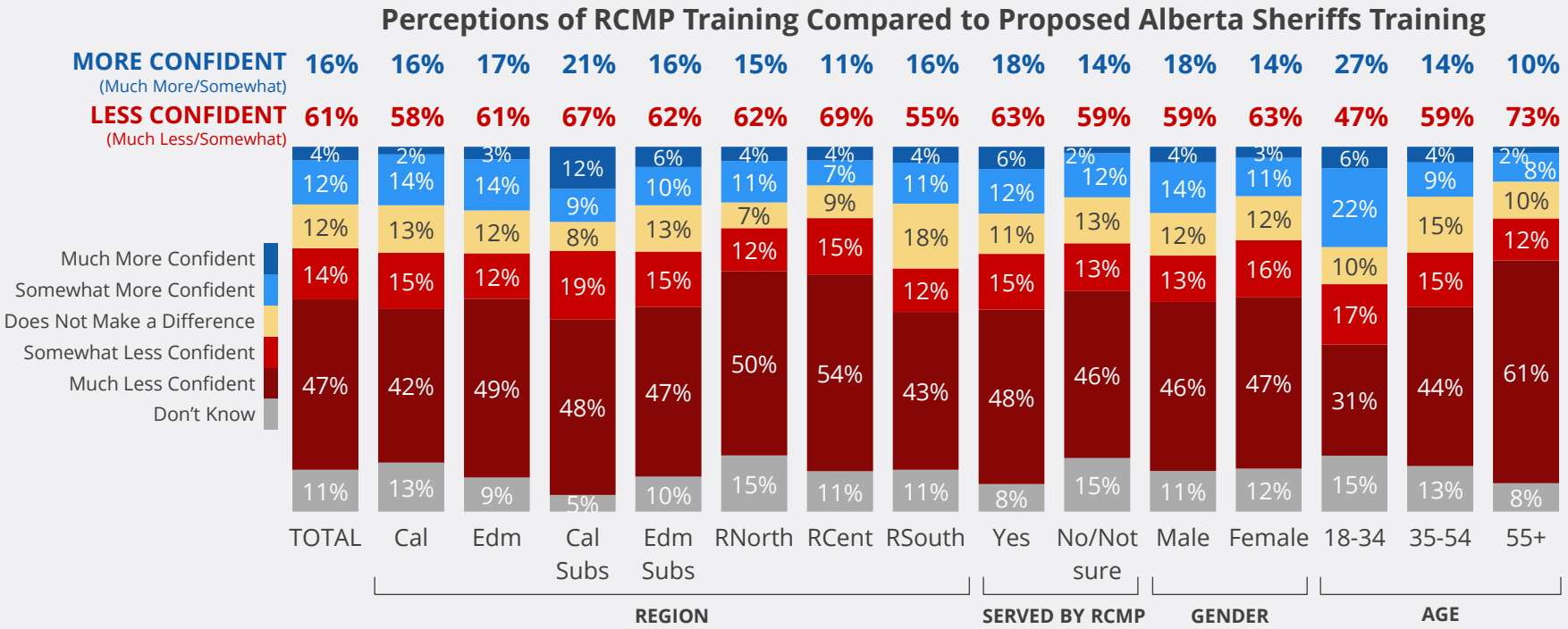
- Separatist voters are split with 18% satisfied with RCMP, 26% choosing to retain with improvements, and 42% choosing to replace RCMP with ASPS.
- Level of satisfied/retain with improvement has declined from 86% in wave 1 to 73% in wave 9; the replace RCMP option has moved from 6% to 14% across wave 1 to 9, while undecided has risen to 13%. Undecided is higher among 18-34s (20%) and women (16%).



26. Which of the following statements best reflects your point of view?
Base: Local Area Served by RCMP W9 (N=687); W8 (N=729); W7 (N=718); W6 (N=678); W5 (N=699); W4 (N=695); W3 (N=727); W2 (N=733); W1 (N=809). *W1 Read: "...if there were significant improvements". **Note: The name of the agency has changed from APPS to ASPS..

Training comparison between RCMP and ASPS makes majority feel less confident about Alberta government's policing plan

- Plurality much less confident based on comparison of training for RCMP officers (26 weeks) and ASPS (6 weeks). Overall, 47% are much less confident (61% overall less confident). Almost half (48%) of those in RCMP-served areas are much less confident.

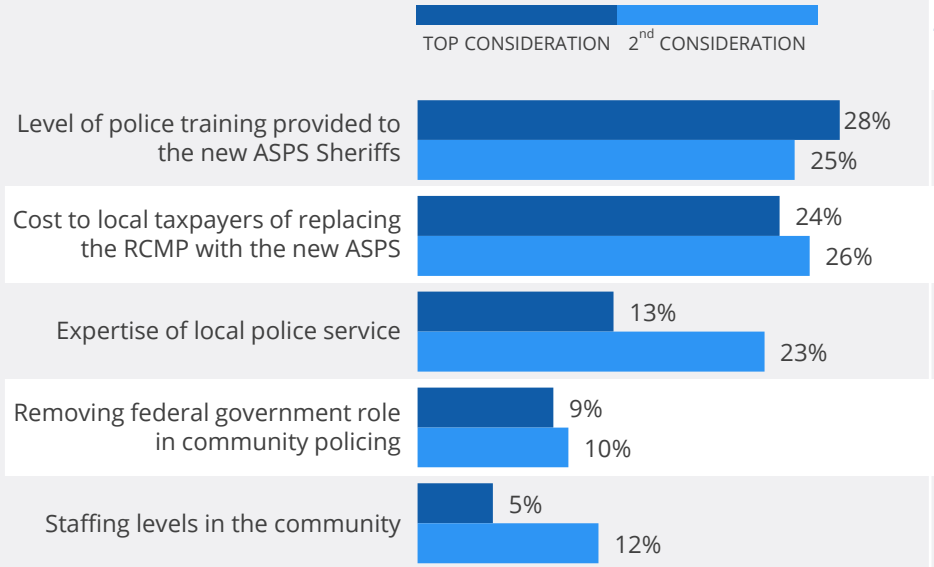


27. RCMP officers undergo 26 weeks of training at the RCMP Training Depot in Regina. The Alberta government is proposing that Alberta Sheriffs receive 6 weeks of training to become police officers. Thinking about this, does it make you feel more confident or less confident about the Alberta government's policing plan for communities in Alberta, or does it make no difference? Base: TOTAL W9 (N=1,210).

Level of police training and taxpayer cost are leading considerations for those in RCMP-served areas

- 18-34 place equal importance on level of training and cost to taxpayers, while 35-54 place higher importance on cost to taxpayer, and 55+ place higher importance on level of training.

Most Important Considerations If Replacing RCMP with ASPS



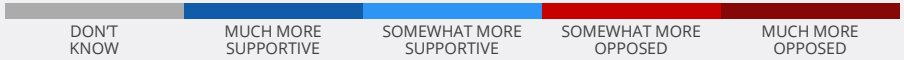
OVERALL CONSIDERATION		REGION					GENDER		AGE		
	TOTAL	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	M	F	18-34	35-54	55+
Level of police training provided to the new ASPS Sheriffs	48	53	49	45	48	53	45	52	43	44	56
Cost to local taxpayers of replacing the RCMP with the new ASPS	47	47	55	44	46	40	45	49	40	52	46
Expertise of local police service	33	31	42	25	33	33	34	32	30	33	35
Removing federal government role in community policing	18	29	16	18	18	22	21	13	18	19	16
Staffing levels in the community	15	16	9	14	22	12	20	11	21	13	14

28/29. The Alberta government has stated that its intention is to offer the Alberta Sheriffs Police Service (ASPS) as an option to communities for their local policing, to replace the RCMP. What do you think should be the most important consideration for communities in considering whether to replace the RCMP with the newly-created Alberta Sheriffs Police Service? Base: Local Area Served by RCMP W9 (N=687)

Using lesser trained officers/sheriffs makes half much more opposed to creation of new ASPS

- 7-in-10 (70%) more opposed to ASPS based on Alberta government proposing to use lesser trained Sheriffs to replace fully trained RCMP officers. Messaging outlining federal government 30% contribution and local governments voicing concerns make over 6-in-10 (65%) more opposed, and consistent with previous waves.

Support/Opposition For ASPS*



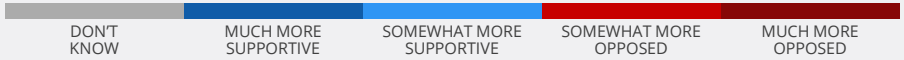
		% OPPOSED (Much More/Somewhat More)															
	TOTAL	GENDER		AGE			REGION							TOTAL		
	W9	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	W8	W7*	W6*
The Alberta government is proposing using lesser trained Sheriffs to replace the fully-trained RCMP officers	70	65	75	62	68	77	69	73	75	69	69	73	62	-	-	-
The federal government pays 30% of the cost of RCMP service in Alberta, which amounts to about $188 million each year. If Alberta replaces the RCMP with a new Alberta Sheriffs Police Service, the current federal contribution will no longer apply and will need to be absorbed by provincial and municipal taxpayers	65	62	68	52	64	74	63	72	66	66	57	60	63	64	65	-
Local governments across Alberta have voiced concerns regarding increased costs and other impacts of transitioning away from RCMP local policing	61	61	61	51	60	70	61	70	56	64	56	59	52	58	57	63

30. Here are some general statements about policing in Alberta. Please indicate whether they make you more supportive or more opposed to the creation of a new Alberta Sheriffs Police Service (ASPS)?
Base: TOTAL W9 (N=1,210); W8 (N=1,200); TOTAL Sample Split W7 (600-601). *Note: The name of the agency has changed from APPS to ASPS.

Non-disclosure of detailed costing makes majority more opposed to ASPS plan

- Of those who say replacing the RCMP with the ASPS is a good idea, 33% become more opposed to the plan based on non-disclosure of detailed costing. 55+ age group more likely to be more opposed (71%).

Support/Opposition For ASPS*

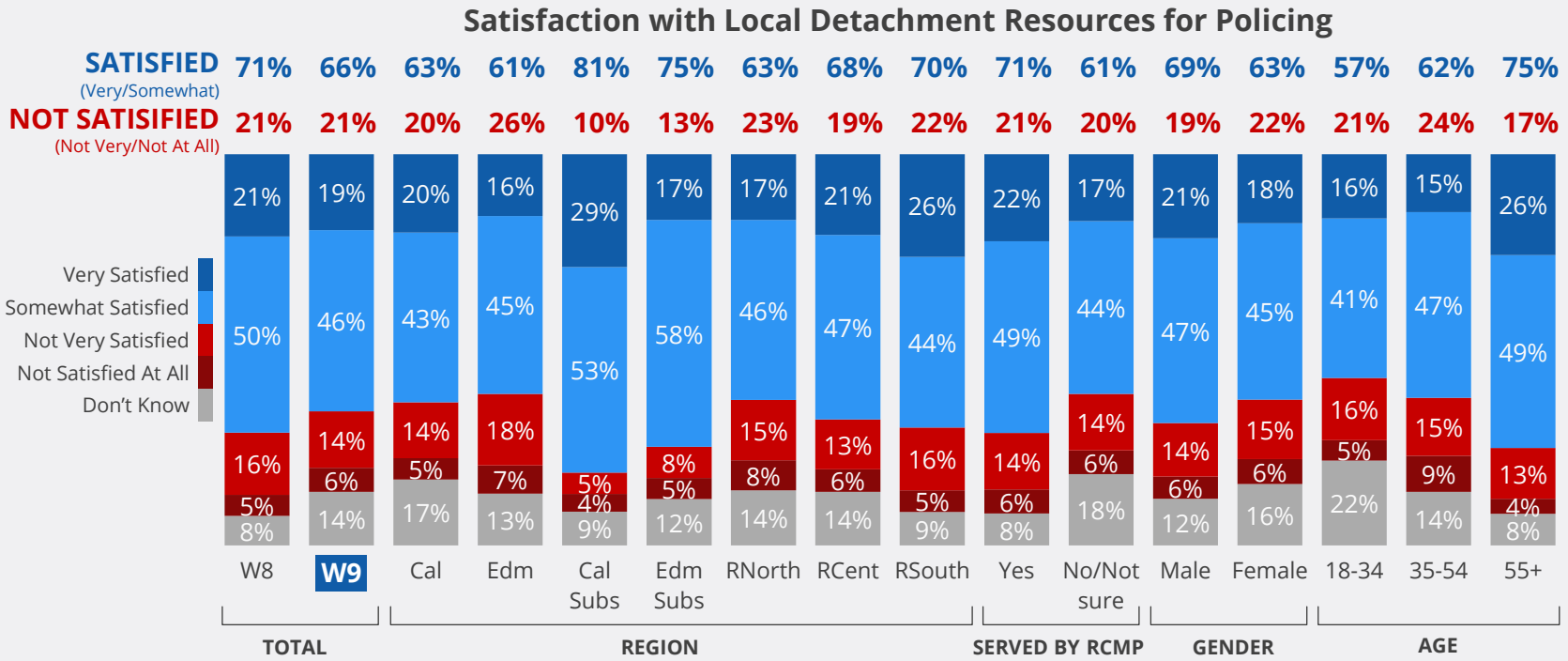


	% OPPOSED (Much More/Somewhat More)															
	TOTAL	GENDER		AGE			REGION							TOTAL		
	W9	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	W8	W7*	W6*
The province has not released detailed costing of the plan to create a new police service but a 2021 report commissioned by the government said a new provincial police service would have start-up costs of $372 million plus and additional $164 million each year in operating costs compared to current provincial RCMP costs (20% / 6% / 13% / 19% / 42%)	61	59	63	48	60	71	53	73	65	61	59	57	61	63	59	-
Overall crime rates and the severity of crime are falling in Alberta, with Criminal Code violations down 8.5%, and the Crime Severity Index down 21% since 2019. This shows costly changes to policing in Alberta are not needed (21% / 8% / 20% / 17% / 34%)	51	52	49	46	48	57	49	60	43	53	45	50	42	-	-	-
Ending the contract with the RCMP will give Albertans more control over policing, with less interference from Ottawa (19% / 13% / 21% / 17% / 30%)	47	48	46	37	47	55	47	57	39	53	42	44	34	45	42	-

30. Here are some general statements about policing in Alberta. Please indicate whether they make you more supportive or more opposed to the creation of a new Alberta Sheriffs Police Service (ASPS)?
Base: TOTAL W9 (N=1,210); W8 (N=1,200); TOTAL Sample Split W7 (600-601). *Note: The name of the agency has changed from APPS to ASPS.

Two-thirds satisfied that their local detachment has adequate resources to police their community

- 66% say they are satisfied with resources for local detachment, with higher level in RCMP-served areas (71%).

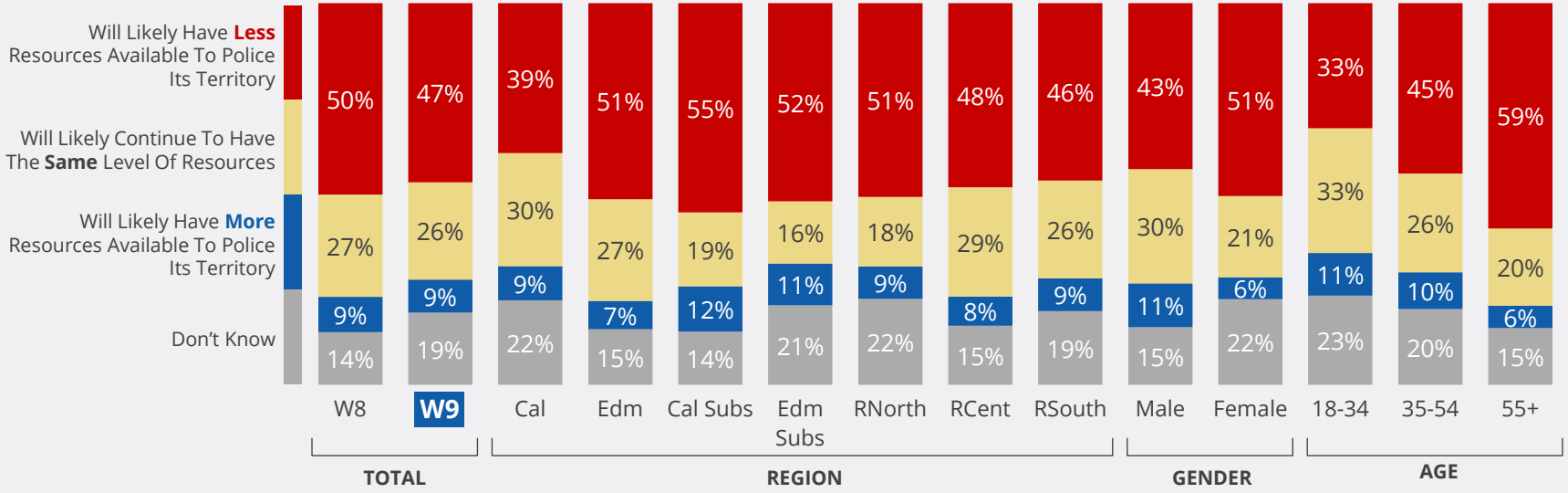


31. Thinking about policing in your community, how satisfied are you with your local detachment having adequate resources to police your community?
Base: TOTAL W9 (N=1,210); W8 (N=1,200).

About half say there will likely be less resources available to police its territory if RCMP is replaced with ASPS

- 47% say there will likely be less resources available to police its territory if RCMP is replaced with ASPS, including half of those in RCMP-served areas (50%), women (51%) and 55+ age group (59%).

Expected Resource Levels if RCMP is Replaced with Alberta Sheriffs Police Service



32. Do you feel that your community's police service will have more, less, or the same level of resources available to police its territory?
Base: TOTAL W9 (N=1,210); W8 (N=1,200).

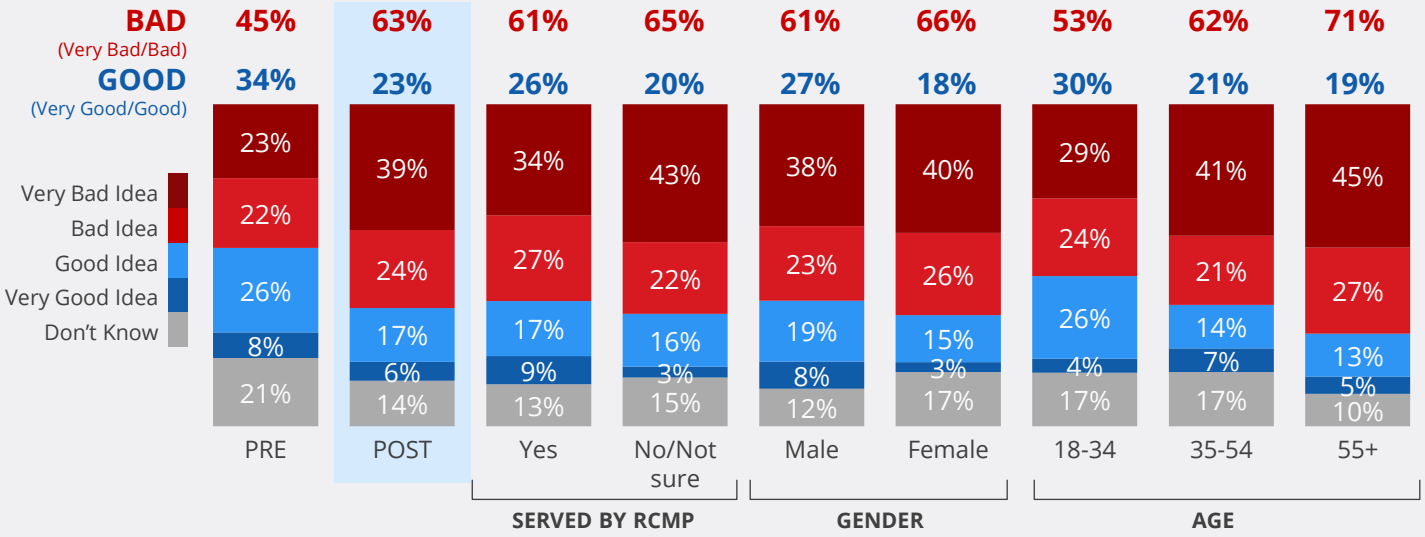
Post-Tests:
RCMP Contract Renewal and Alberta Sheriffs Police Service (ASPS)

pollara
strategic insights

Post-test: Majority now say creating a new ASPS at this time is a “bad idea” after more information is provided

- Proportions feeling it’s a bad idea increases 19pts from 45% to 63%, with 16pt increase in those who say it’s a “very bad idea”.
- Majority of those in RCMP-served areas feel it’s a bad idea (61%); increase of 21pts compared to pre-test.
- Increase of +21pts among 18–34-year olds and +20pts among 55+ year olds who feel it is a “bad idea”.

Post Test: Perception of Creating a New Alberta Sheriffs Police Service (ASPS)

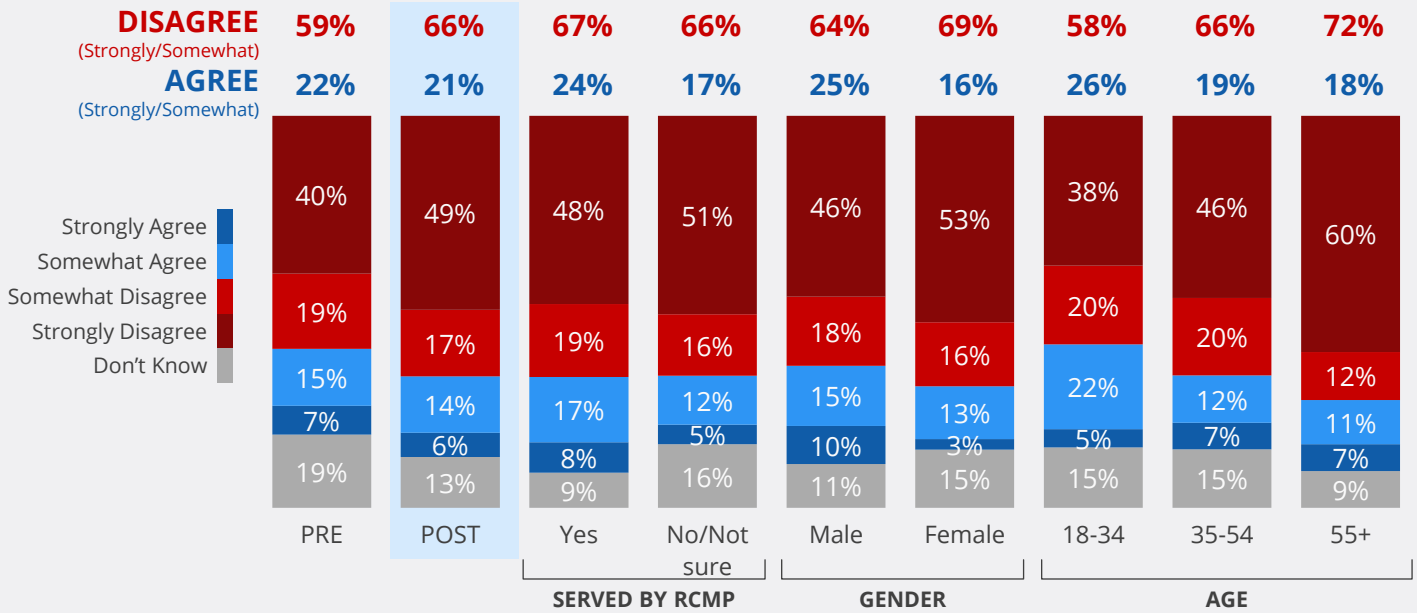


23. In February 2026, the Alberta government announced its plan to create a new Alberta Sheriffs Police Service (ASPS). Thinking about this, do you feel the Alberta government creating an additional provincial police service – the Alberta Sheriffs Police Service (ASPS) – at this time is a good idea or a bad idea?
34. Based on the additional information you've reviewed, do you feel the Alberta government creating an additional provincial police service – the Alberta Sheriffs Police Service (ASPS) – at this time is a good idea or a bad idea?
Base: TOTAL W9 (N=1,210)

Post-Test: Majority continue to disagree that ASPS should replace the RCMP; 7pt increase in disagreement, while proportions who agree remain steady

- 7pt increase in disagreement among RCMP-served region, and 9pt increase among 18-34 year olds after receiving more information.

Post Test: Perception on Replacing the RCMP with the Alberta Sheriffs Police Service



25. Do you think the Alberta Sheriffs Police Service should replace the RCMP in all RCMP-served communities in Alberta when the RCMPs contract expires in 2032?
35. And, do you think the Alberta Sheriffs Police Service should replace the RCMP in all RCMP-served communities in Alberta when the RCMPs contract expires in 2032?
Base: TOTAL W9 (N=1,210).

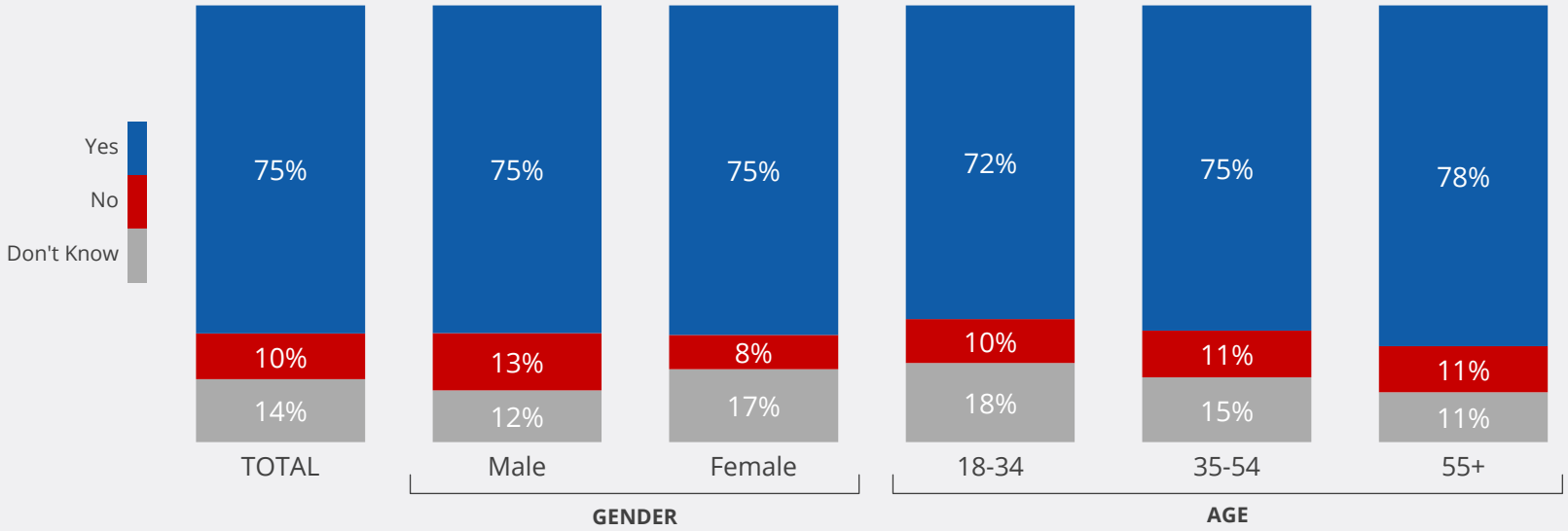
Public Safety & Politics

pollara
strategic insights

3-in-4 Albertans say the government should ask voters for approval in a province-wide referendum before proceeding with plan to replace the RCMP

- Broad consensus (75%) among Albertans to have province-wide referendum before proceeding with any plan to replace the RCMP with a provincially run Alberta Sheriffs Police Service (ASPS). Consistent support among age and gender groups.
- Remain voters (78%) more likely to support province-wide referendum compared to Separatist voters (68%).

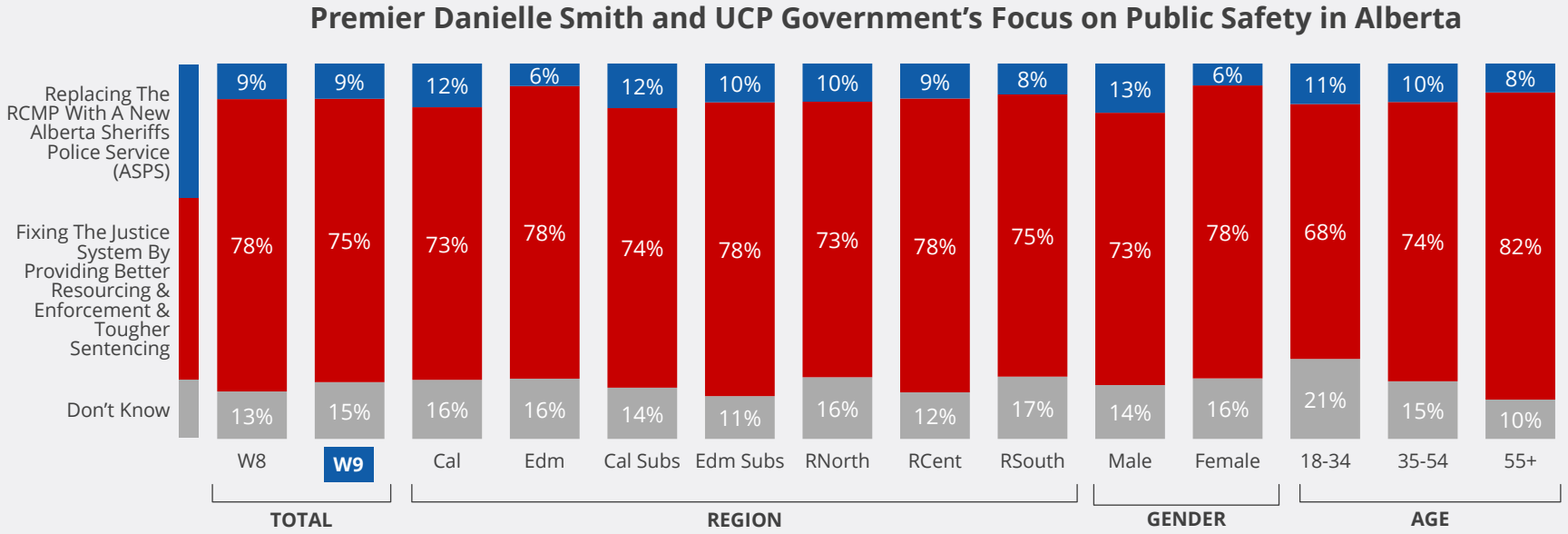
Public Views on Whether Alberta Should Replace the RCMP with a Provincially Run Police Service



36. The Alberta government is putting forward nine referendum questions to voters this fall, none of which relate to policing. Before proceeding with any plan to replace the RCMP with a provincially run Alberta Sheriffs Police Service (ASPS), should the government ask Alberta voters for their approval in a referendum?
Base: TOTAL W9 (N=1,210).

Almost 3-in-4 Albertans prefer focus on fixing the justice system instead of replacing the RCMP with a new Alberta Sheriffs Police Service (ASPS)

- Most Albertans prefer Premier to focus on fixing the justice system by providing better resourcing and enforcement and tougher sentencing (75%) compared to replacing the RCMP with a new ASPS (9%).



37. When it comes to public safety in Alberta, do you think the Premier and the United Conservative Party (UCP) governments focus should be on...
Base: TOTAL W9 (N=1,210); W8 (N=1,200).

3-in-4 agree that we need to strengthen national institutions, not weaken them

- Over 8-in-10 (83%) Albertans agree that there needs to be a detailed accounting of costs/impacts to service levels.
- Over 3-in-4 (76%) agree that there are "more important priorities to deal with in Alberta right now than changing who policies local communities", including 83% of 55+ voters.

Agreement with Policing Statements

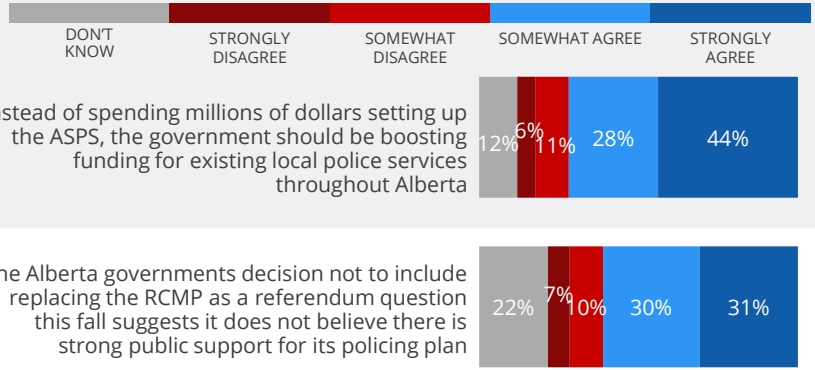
	% AGREE (Strongly/Somewhat)																
	TOTAL	GENDER		AGE			REGION							TOTAL		
	W9	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	W8	W7	W6
Before any changes to policing in Alberta are agreed to, there needs to be a detailed accounting of the costs and impacts to service levels	**83**	82	85	73	84	91	80	87	89	84	80	84	84	87	89	87
There are other more important priorities to deal with in Alberta right now than changing who polices local communities	**76**	72	80	69	75	83	77	81	77	72	69	77	75	81	81	84
Given the threat from Donald Trump and the United States, we need to strengthen our national institutions, not weaken them	**75**	75	76	73	71	81	77	81	70	74	67	73	70	81	80	-
This is not the time to explore expensive new police services in Alberta	**73**	69	76	68	70	79	74	76	75	78	67	71	62	75	75	-

39. Please indicate to what extent do you agree or disagree with the following statements:
Base: TOTAL W9 (N=1,210); W8 (N=1,200); W7 (N=1,201); W6 (N=1,200). *W6 Scale Read: SUPPORT (Much More/Somewhat).

Over 7-in-10 agree government should be boosting funding for existing local police services instead of spending millions of dollars on setting up ASPS

- Majority (72%) agree that Alberta government should be boosting funding for local police services than spending dollars setting up the ASPS and majority (61%) agree that not putting policing on referendum ballot suggests government does not believe its plan has strong support.

Agreement with Policing Statements



% AGREE (Strongly/Somewhat)

	TOTAL	GENDER		AGE			REGION							
	W9	M	F	18-34	35-54	55+	Cal	Edm	Cal Subs	Edm Subs	Rural North	Rural Cent	Rural South	W8
Instead of spending millions of dollars setting up the ASPS, the government should be boosting funding for existing local police services throughout Alberta	**72**	70	74	71	66	78	70	80	69	73	66	70	66	-
The Alberta governments decision not to include replacing the RCMP as a referendum question this fall suggests it does not believe there is strong public support for its policing plan	**61**	63	59	61	59	64	61	71	60	57	53	58	54	-

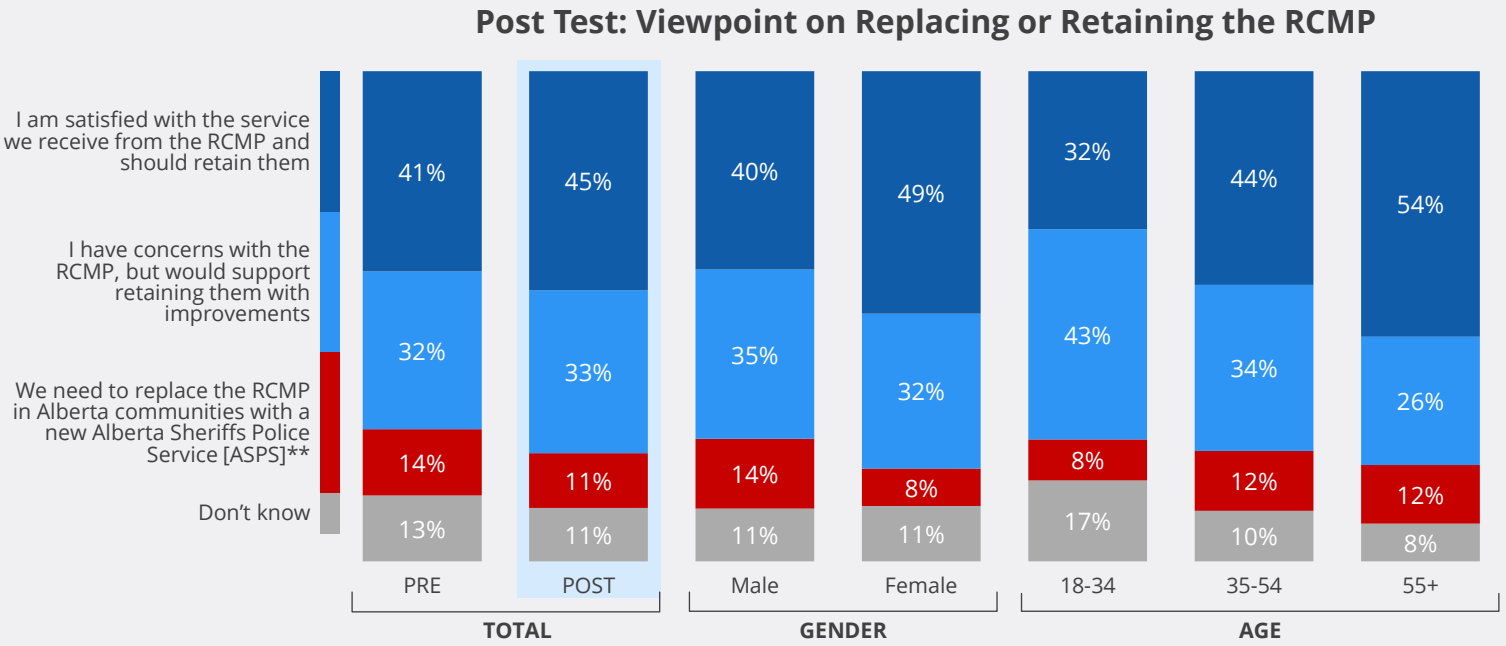
39. Please indicate to what extent do you agree or disagree with the following statements:
Base: TOTAL W9 (N=1,210); W8 (N=1,200); W7 (N=1,201); W6 (N=1,200). *W6 Scale Read: SUPPORT (Much More/Somewhat).

Post-Test:
Retaining RCMP

pollara
strategic insights

Post-test: Almost 4-in-5 in RCMP-served communities say they are satisfied with the service from RCMP and should retain them / with improvements

- In the post-test, those saying that the RCMP needs to be replaced in Alberta communities with a new ASPS drops from 14% to 11%, while retain / retain with improvements rises from a combined 73% to 78%.



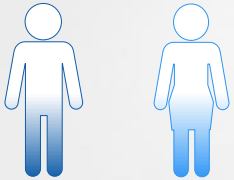
26. Which of the following statements best reflects your viewpoint?
40. Now that you reviewed additional information, which of the following statements best reflects your point of view?
Base: Local Area Served by RCMP (N=687) **Note: The name of the agency has changed from APPS to ASPS.

APPENDIX

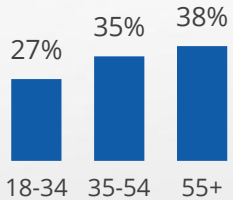
pollara
strategic insights

Demographics

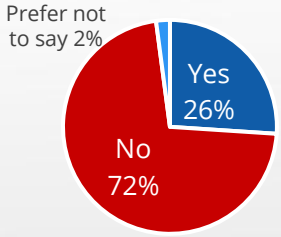
GENDER



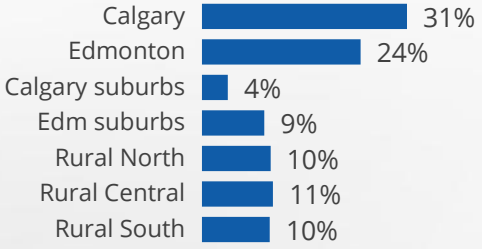
AGE



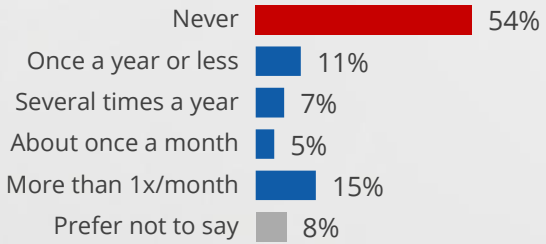
CHILDREN <18 YRS



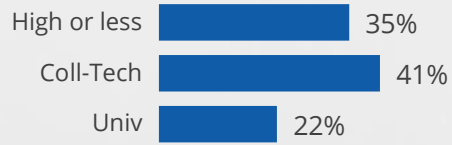
REGION



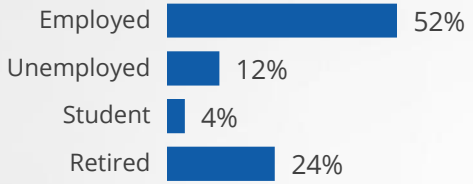
ATTENDANCE AT RELIGIOUS SERVICES



EDUCATION



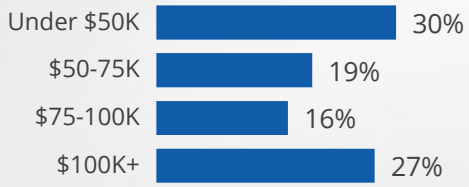
EMPLOYMENT



Q Base: TOTAL W9 (N=1,210).

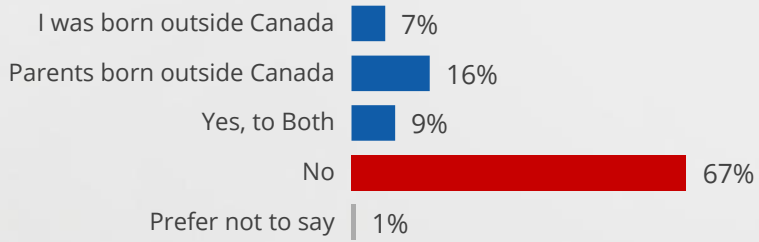
Demographics

INCOME

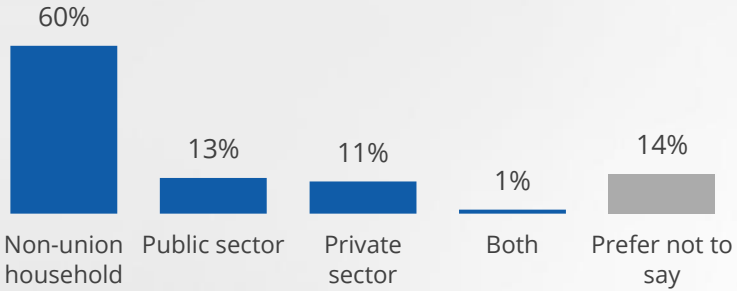


ETHNICITY

BIRTHPLACE OUTSIDE CANADA



UNION MEMBERSHIP



Base: TOTAL W9 (N=1,210).

NATIONAL POLICE FEDERATION

FÉDÉRATION DE LA POLICE NATIONALE

National Police Federation Alberta

Wave 9

May 2026

pollara strategic insights

2026

CALL TO ACTION
TO THE GOVERNMENT OF ALBERTA

Dear Premier,

Albertans deserve safe and healthy communities where residents can rely on essential public safety, health, social, and justice systems. Provincial and municipal governments share responsibility for achieving these outcomes, and municipalities expect the Government of Alberta to be a transparent, accountable, and reliable partner in delivering them.

Municipalities are on the front lines of community safety, working closely with residents, businesses, and law enforcement partners every day. Despite this, municipalities have not been provided with a clear, transparent, and evidence-based plan outlining the full financial, operational, and public safety implications of establishing an Alberta Sheriffs Police Service (ASPS) or transitioning policing responsibilities away from the RCMP. No comprehensive feasibility study, detailed costing model, or long-term funding framework has been made available to inform municipal decision-making or public understanding.

At the same time, Alberta's existing policing and public safety systems are under increasing pressure. Challenges related to rural crime, mental health and addictions, and violent repeat offenders require immediate and sustained investment. Rather than diverting significant public funds towards the creation of a new police service, the Government of Alberta should prioritize strengthening and properly resourcing the systems already in place.

Policing reform must be guided by evidence, transparency, and public confidence. Decisions of this magnitude, affecting community safety, municipal budgets, and taxpayer dollars, must be made in partnership with municipalities and with the clear support of Albertans.

We, the undersigned, call on the Government of Alberta to:

- Cease further investment in and advancement of the Alberta Sheriffs Police Service as a replacement for RCMP municipal policing.
- Release a comprehensive, independent, and publicly available feasibility study, including full lifecycle costing, governance structures, and operational impacts of any proposed policing model changes.
- Seek explicit public support before proceeding with any plan to replace or significantly restructure policing in Alberta.
- Strengthen Alberta's existing policing model by:
  - Increasing RCMP officer levels and resources in communities, while ensuring sustainable and predictable funding; and
  - Invest in the Alberta Sheriffs' existing mandate as a complementary public safety service, including targeted enforcement, rural crime initiatives, and court security.
- Strengthen the justice system by addressing bail reform challenges and repeat violent offending; increasing the number of Crown prosecutors and Provincial Court judges; and ensuring timely access to justice.
- Expand integrated public safety approaches, including police and mental health crisis teams, addiction supports, and community-based crime prevention initiatives that address root causes of crime.

June 23, 2026

SENT VIA EMAIL

RE: 2026 Referendum – October 19

Attention Municipalities:

Elections Alberta is planning a provincial referendum event on **October 19, 2026**. This event will bring an unprecedented need for election workers. There will be opportunities for many Albertans to partake in the event with various roles available.

As municipalities around Alberta engage in local elections, we encourage you to share with your Returning Officers and election staff the employment opportunities Elections Alberta currently has in preparation for October 19. Elections Alberta website (www.elections.ab.ca) lists the opportunities for many roles that are available for returning offices and election officers, including the qualifications, responsibilities and pay.

Returning office staff are in place to support the planning, preparation and conduct of an election event in their electoral division. Each electoral division has a Returning Officer, Election Clerk, Administrative Assistant, IT and Trainer. The team establishes voting areas and makes arrangements for Election Day, advance voting and mobile voting locations including the recruitment of election officers.

Election officers are appointed at each voting place to provide voting services to electors. They set up the voting place, assist electors with the voting process throughout election day, answer elector questions, provide back-up to other election day staff and complete the count. Positions are available for advance vote (October 13-17), Election Day (October 19) and the count (October 19-21). With the unprecedented number of ballots that may be cast, election officers completing the count will start as early as 5:00pm on October 19. The count will proceed straight through until all ballots are counted, and roles will work in shifts throughout the count period.

If you have any questions please contact Jennifer Maskoske, Director, Election Operations at jennifer.maskoske@elections.ab.ca.

Sincerely,

Gordon McClure
Chief Electoral Officer

Suite 100, 11510 Kingsway NW
Edmonton, Alberta T5G 2Y5 Canada

Tel: 780.427.7191 | Fax: 780.422.2900 | info@elections.ab.ca