

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**VILLAGE OF BEISEKER**

**April 13, 2026**

**700 1st Avenue, Beiseker, AB T0M 0G0 and Online**

**7:00 p.m.**

**1. Call to Order**

**Treaty 7 Acknowledgment**

**2. Declarations of Pecuniary or Indirect Pecuniary Interest**

**3. Adoption of Agenda**

**4. Adoption of Previous Minutes**

- a) Minutes of the March 23, 2026 Regular Council Meeting

**5. Delegations**

- a) RCMP – Sgt. Ian Patey

**6. Staff Reports**

- a) Public Works Department – Written
- b) CAO Report – Written
- c) Fire Department – N/A
- d) Enforcement Department – Written

**7. Financial Reports / Budgets**

- a) April 13, 2026 (to be presented at meeting)

**8. Business Arising From Minutes (Old Business)**

- a) Municipal Accountability Program Response Plan

**9. New Business**

- a) Bylaw 2026-11 – Palliser Intermunicipal Subdivision & Development Appeal Board
- b) Agreement for Palliser Intermunicipal Subdivision & Development Appeal Board
- c) Bylaw 2026-12 – Council Procedural Bylaw to Repeal Bylaw 2024-13
- d) Bylaw 2026-13 – Collabria Mastercard Credit Card Borrowing Bylaw
- e) Bylaw 2026-14 – Tax Installment Payment Plan Bylaw
- f) Road Patching Quote – TTR Contracting Ltd.
- g) Arena Lane Quotes (2 Options) – TTR Contracting Ltd.
- h) Letter from Municipal Affairs – Assessment Model Review
- i) Letter from Municipal Affairs – Bill 28
- j) Mitigation Funding Approval – 2018 Spring Flood
- k) Letter from Rocky View County – Notice of Non-Renewal

- l) Letter from CN – Vegetation Management Program
- m) Community Futures Wild Rose Impact Report

**10. Council Reports**

- a) Mayor David Ledoyen
- b) Deputy Mayor David McKenzie
- c) Councillor Nikki King
- d) Councillor Austin Sheridan
- e) Councillor Neil Young

**11. Closed Session**

- a) ATIA s.21 – Advice, Recommendations, and Legal Risk Analysis
- b) ATIA s.19 – Personal Information

**12. Adjournment**



H. a

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
VILLAGE OF BEISEKER  
HELD ON MARCH 23, 2026  
At 7:00 pm Online and 700 1<sup>st</sup> Avenue, Beiseker AB T0M 0G0**

**PRESENT**

Mayor David Ledoyen  
Deputy Mayor David McKenzie

Councillor Neil Young  
CAO Gail Peckham

Councillor Nikki King – absent with notice  
Councillor Austin Sheridan – absent with notice.

**1. Call to Order**

*Mayor Ledoyen called the meeting to order at 7:00 pm.*

**Treaty 7 Acknowledgement**

**2. Agenda**

**Res#2026-113**

*Deputy Mayor McKenzie made motion to approve the Agenda for the March 23, 2026 Regular Council Meeting.*

*CARRIED*

**3. Adoption of the Previous Minutes**

**Res#2026-114**

*a) Councillor Young made motion to approve the minutes of the March 9, 2026 Regular Council Meeting.*

*CARRIED*

**Res#2026-115**

*b) Mayor Ledoyen made motion to approve the minutes of the March 11, 2026 Special Meeting of Council.*

*CARRIED*

**4. Delegation – Jackie Seely with STARS**

Council welcomed Jackie Seely at 8:05 p.m. and thanked her for attending. She departed the meeting at 8:26 p.m. During her presentation on behalf of STARS, Jackie shared the organization’s five-year mission report, which highlighted that STARS responded to nine calls in Beiseker over that period. The Village of Beiseker has previously supported STARS with a \$1,500 donation. Council was asked to consider entering into a four-year funding commitment at a fixed rate of \$1,500 per year.

**5. Staff Reports**

- a) Public Works - Written Report
- b) CAO – Written Report
- c) Fire Dept – Written Report presented by Deputy Mayor McKenzie
- d) Enforcement Dept – N/A

**Res#2026-116**

*Deputy Mayor McKenzie made motion to accept the staff reports as presented.*

*CARRIED*



**6. Financial Reports**

**a) Cheque Listing to March 19, 2026**

**Res#2026-117**

*Mayor Ledoyen made motion to approve the Cheque Listing dated March 19, 2026 as presented.*  
**CARRIED**

**7. Business Arising from Minutes (Old Business)**

**a) Bylaw 2026-07 Municipal Addressing**

**Res#2026-118**

*Mayor Ledoyen made motion to give Bylaw 2026-07 Municipal Addressing 2<sup>nd</sup> Reading.*  
**CARRIED**

**Res#2026-119**

*Deputy Mayor McKenzie made motion to take Bylaw 2026-07 Municipal Addressing to 3<sup>rd</sup> Reading.*  
**CARRIED**

**Res#2026-220**

*Mayor Ledoyen made motion to give Bylaw 2026-07 Municipal Addressing 3<sup>rd</sup> and Final Reading.*  
**CARRIED**

**8. New Business**

**a) Municipal Accountability Program Review**

**Res#2026-221**

*Mayor Ledoyen made motion to accept Municipal Accountability Program Review as information.*  
**CARRIED**

**9. Council Reports**

**a) Mayor Ledoyen – Written Report**

**b) Deputy Mayor McKenzie – Written Report**

**c) Councillor King – N/A**

**d) Councillor Sheridan – N/A**

**e) Councillor Young – Verbal Report**

**Res#2026-222**

*Deputy Mayor McKenzie made a motion that Council appoint Christine McKenzie as Auditor for the Library Board, and appoint Rachel Nanke, Kathleen Beagle, and Lee Johnston as new members to the Board. Val Morris and Sharon Mooney have both resigned from the Board.*  
**CARRIED**

**Res#2026-223**

*Councillor Young made motion to accept the Council Reports as presented.*  
**CARRIED**

**10. Closed Session**

**a) ATIA s.19 Personal Information - Budget Committee Selection**

**b) ATIA s.21 27 Advice, recommendations, and legal risk analysis**

**c) POPA s.17 Personal Information of an identifiable individual**

**Res#2026-224**

*Mayor Ledoyen made motion to go into Closed Session at 8:26pm.*  
**CARRIED**

**Res#2026-225**

*Mayor Ledoyen made motion to come out of Closed Session at 9:18 pm.*



**Res#2026-226** *Mayor Ledoyen made motion to appoint Les Spurgeon and Yvonne Cameron as public members on the Budget Committee for a one-year term for the 2027 budget cycle, and to thank everyone who submitted applications and expressed interest in serving on this committee.*

*CARRIED*

**Res#2026-227** *Mayor Ledoyen made motion to direct Gail Peckham to make contact with the former CAO to request her consent for the Village of Beiseker to begin recruitment for the permanent CAO position, if required.*

*CARRIED*

**11. Adjournment**

*Mayor Ledoyen adjourned the meeting at 9:20 pm.*

\_\_\_\_\_  
Mayor, David Ledoyen

\_\_\_\_\_  
CAO, Gail Peckham



# VILLAGE OF BEISEKER

## PUBLIC WORKS

6-9

PO BOX 349, BEISEKER, AB T0M 0G0  
Tel. 403-947-3270

Email: publicworks@beiseker.com  
Fax 403-947-2146

www.beiseker.com

### **Council Report: Regular Meeting of Council – April 13, 2026**

**Prepared by:** Brandon Martin

#### **Water/Wastewater:**

- The sewer repair at the school was completed on April 7<sup>th</sup>. There was a sag in the line underneath the road.
- There was a minor repair done at the Junction lift station. A part on one of the check valves was leaking, causing abnormally high pump hours.
- Knibb Developments updated me that our flow meter project is in their queue and parts have been ordered.
- BB Services has completed our annual sanitary sewer flushing.

#### **Garbage/Transfer Station:**

- No items to report.

#### **Roads and Streets:**

- No items to report.

#### **Buildings:**

- No items to report.

#### **Other:**

- On April 14<sup>th</sup> Precise Pruning will be removing 3 dead trees from the campground and removing some larger branches that pose a safety risk to campers and the campground attendants.

G.B

## CAO REPORT – APRIL 13, 2026

- Completed the Safety Codes Council 2025 Annual Internal Review, which was submitted on March 26, 2026.
- STARS Contribution Commitment:  
As presented at the last meeting, Council is requested to consider whether it wishes to commit to a four-year funding agreement of \$1,500 per year.
- The CFO and CAO year-end preparation is still in progress; therefore, the Auditors will not be attending this week. The audit is now scheduled for mid-May.
- Met with MPE Engineering Ltd. and Palliser Regional Municipal Services on April 8, 2026, to discuss the Skyland Industrial Subdivision, specifically the proposed subdivision of a 5-acre parcel.
- Aerial photography of the Village will take place over the next few weeks by Palliser Regional Municipal Services. Funding for this project was included in the 2026 budget in the amount of \$1,920.
- On March 30, Gareth and I met with Gord Buhr, Field Emergency Management Officer, to discuss Beiseker Emergency Management planning and coordination.
- Discussions were held with JR Ventures regarding the Development Agreement for The Junction. As outlined in the agreement, the Village will be assuming responsibility for the green space, playgrounds, and stormwater pond in The Junction later this year.

G.D.



## **Enforcement Report: April 2026**

### **BYLAW:**

March we received a high volume of traffic related bylaw complaints in the Village. This included parking and unregistered vehicles. We did start to see OHV (Off Highway Vehicles) start to appear on the Village roads and vehicle checks were made and most had infractions, but education was given in hopes they fix the problems.

Moving into April we will be focusing on Spring Clean Up on properties which are in the unsightly condition category under the Community Standards Bylaw. We will be at the door and talking to the residents in making them aware of the concerns.

### **TRAFFIC:**

In March we stopped many vehicles in and around the Village for Seatbelt awareness month. These vehicles were stopped when drivers/passengers were not wearing a seatbelt.

April is speed awareness month in Alberta, and this will be the area of focus in and around the Village. We will be set in vehicle and outside doing speed enforcement in the areas we receive the most concerns.

These include, Entering and leaving the Village limits, School Zone/Hwy 72. Hwy 9/70 Zone, Main Street and Hwy 72/Beacon Heights Road.

As always with our enforcement approach our goal is to educate and gain compliance.

Cheers,  
Peace Officer Gareth Thomas



**DID YOU KNOW APRIL IS SPEED AWARENESS MONTH IN ALBERTA.**



Speeding drivers have less time to react to dangers and objects on the road and the impact from a collision that involves speeding significantly increases.

Alberta Transportation reports that roughly one in four fatal collisions involves excessive speed, particularly in rural areas.

We want to remind drivers to obey the speed limits and stay alert on the roads.

Speed fines increased in Alberta in 2026 and here are some of the new fines,

- 15 over the posted limit \$160
- 20 over the posted limit \$228
- 30 over the posted limit \$324
- Drive Carelessly \$852

**COMMUNITY STANDARDS BYLAW. NO. 2023-04**

**SECTION 1 - TITLE and DEFINITIONS**

**“UNSIGHTLY PREMISES”** means any PREMISES or part thereof that clearly shows signs of neglect, or which otherwise exhibits a significant lack of general maintenance, clean-up, or upkeep, and whether or not it impacts the PROPERTY values of the PROPERTY or other properties in the area and which includes but is not limited to:

(1) any land upon which there is an excessive, unusual, or unreasonable accumulation of animal material, ashes, YARD WASTE, BUILDING MATERIAL, LITTER, WEEDS, grass, sewage, hazardous materials, piles of soil, clay or rubble, petroleum products, or any other form of scrap, LITTER, or waste of any kind, the production of any generally offensive odors; or

(2) parts of disassembled or non-functioning VEHICLES or RECREATIONAL VEHICLES (including tires/wheels), appliances, machinery, equipment, or power tools; industrial equipment, components, or heavy machinery;

(3) disused, damaged, or stored household or commercial chattels, furniture, carpet, bicycles, toys, or appliances; or

(4) disused, damaged, or stored VEHICLES, trailers, ATV's, motorcycles, boats, or RECREATIONAL VEHICLES, including but not limited to any such items that are inoperative by reason of disrepair, removed or missing parts, age, damage, or which are otherwise not in a legally roadworthy or functioning condition including unlicensed VEHICLES or trailers; or

(5) any building, STRUCTURE, or other improvement that exhibits significant physical deterioration, including but not limited to buildings and STRUCTURES that suffer from: broken (or missing) windows, siding, shingles, shutters, eaves, roofing or finishing materials; or

(6) clearly visible exterior or structural deterioration, damage, or decay, including but not limited to significant fading, chipping, or peeling of painted surfaces; or

(7) the presence of trees, shrubs, or other vegetation that are placed or are growing in such a manner that they interfere with the use of or obstruct visibility of street signage, sidewalks, roadway clearance, municipal works, or public utilities.

J.A.

**Village of Beiseker Municipal Accountability Program (MAP) Response Plan – 2026.  
Timeline for completion – May 1, 2027**

**Summary of MAP Findings**

The MAP review identified legislative and policy gaps in the following areas:

1. **Procedural Bylaw** – Bylaw 2024-13 addresses councillor conduct, which is inconsistent with MGA Section 145(9).
2. **Public Participation** – Policy B-38 not reviewed within required four-year timeframe.
3. **Electronic Meetings** – Procedural bylaw does not meet MGA Section 199 requirements.
4. **Bylaw Consolidation** – No bylaw authorizing a designated officer to consolidate bylaws.
5. **Operating and Capital Budgets** – Operating budget missing capital transfers; capital budget missing transfers from operating budget.
6. **Multi-Year Financial Planning** – No five-year capital plan prepared.
7. **Audited Financial Statements** – Missing disclosure for number of designated officers.
8. **Borrowing** – No borrowing bylaw for municipal credit cards.
9. **Tax Payment and Installments** – No bylaw authorizing tax installment payments.
10. **Municipal Development Plan (MDP)** – Does not address protection of agricultural operations.
11. **Off-site Levies** – Bylaw 2019-06 missing requirement for periodic review of levy calculations.

**Response Plan**

<b>Finding</b>	<b>Action / Status</b>	<b>Responsible</b>	<b>Timeline / Milestone</b>	<b>Council Resolution / Bylaw</b>
<b>Procedural Bylaw (MGA 145)</b>	Repeal Bylaw 2024-13 to remove councillor conduct provisions and align with MGA	CAO / Council	April 13, 2026	Bylaw 2026-12
<b>Public Participation (MGA 197, 216.1)</b>	Review and update Policy B-38 to meet legislative requirements	CAO / Council	Policy review completed by September 2026	Council resolution to approve updated policy
<b>Electronic Meetings (MGA 199)</b>	Amend procedural bylaw to include all	CAO / Council	April 13, 2026	Bylaw 2026-12

<b>Finding</b>	<b>Action / Status</b>	<b>Responsible</b>	<b>Timeline / Milestone</b>	<b>Council Resolution / Bylaw</b>
	electronic meeting requirements			
<b>Bylaw Consolidation (MGA 63-69, 187-189)</b>	Pass bylaw authorizing CAO/designated officer to consolidate bylaws	CAO / Council	August 2026	Bylaw [# TBD]
<b>Operating Budget (MGA 242-244, 248)</b>	Include amount to be transferred to capital budget in operating budget	CAO / Council	June 2026	Council resolution / budget approval
<b>Capital Budget (MGA 245, 246)</b>	Include transfers from operating budget	CAO / Council	June 2026	Council resolution / budget approval
<b>Multi-Year Financial Plans (MGA 283.1, Regulation 192/2017)</b>	Prepare five-year capital and three-year operating plans; review annually	CAO / Council	June 2026	Council resolution
<b>Audited Financial Statements (MGA 271, 276, 277, 280, 281)</b>	Include number of designated officers in salary disclosure	CAO / Auditor	August 2026	Council receives statements
<b>Borrowing (MGA 251-259)</b>	Pass borrowing bylaw for municipal credit card	CAO / Council	April 13, 2026	Bylaw 2026-13
<b>Tax Installments (MGA 339, 340, 344, 345, 357(1.1))</b>	Pass bylaw to permit tax payments by installments	CAO / Council	April 13, 2026	Bylaw 2026-14
<b>Municipal Development Plan (MGA 216.4, 632)</b>	Amend MDP to include protection of agricultural operations	CAO / Council / Planning	April 2027 as discussion with Palliser	Bylaw [# TBD]
<b>Off-site Levies (MGA 648, 648.2)</b>	Amend Bylaw 2019-06 to include periodic review of levies	CAO / Council	April 2027 as per discussion with MPE	Bylaw [# TBD]

**VILLAGE OF BEISEKER  
IN THE PROVINCE OF ALBERTA**

**PALLISER INTERMUNICIPAL SUBDIVISION  
AND DEVELOPMENT APPEAL BOARD  
BYLAW NO. 2026-11**

A BYLAW OF THE VILLAGE OF BEISEKER IN THE PROVINCE OF ALBERTA TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD;

AND WHEREAS the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26* as amended from time to time requires the Village of Beiseker to adopt a bylaw to establish a Municipal Subdivision and Development Appeal Board or an Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS the Council of the Village of Beiseker wishes to join other area municipalities to establish the Palliser Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS the Palliser Intermunicipal Subdivision and Development Appeal Board is authorized to render decisions on appeals resulting from decisions of a Subdivision Authority or a Development Authority in accordance with the *Municipal Government Act (MGA)*, the Subdivision and Development Regulation, the local Land Use Bylaw and statutory plans;

NOW THEREFORE, the Council of the Village of Beiseker in the Province of Alberta duly assembled, enacts as follows:

**1. TITLE**

This Bylaw may be cited as the Palliser Intermunicipal Subdivision and Development Appeal Board Bylaw.

**2. AUTHORIZATION**

Pursuant to section 627(1)(b) of the *MGA*, this bylaw hereby authorizes the Village of Beiseker to enter an agreement with the other participating municipalities to establish the Palliser Intermunicipal Subdivision and Development Appeal Board.

**3. DEFINITIONS**

**Appellant** means the person who may file an appeal to the Board from decisions of a Subdivision Authority or a Development Authority in accordance with the *MGA*.

**Board** means the Palliser Intermunicipal Subdivision and Development Appeal Board established pursuant to this bylaw.

**Board Member** means an appointed member of the Palliser Intermunicipal Subdivision and Development Appeal Board appointed in accordance with this bylaw and who has obtained provincial training and certification.

**Board Panel** means the group of appointed Board Members actively sitting to hear and decide on an appeal at an appeal hearing.

**Chair** means the person elected from the Board panel members sitting to hear an appeal to act as the person who presides over the hearing and the procedures.

**Chief Administrative Officer (CAO)** means the individual appointed to the position for the Village of Beiseker in accordance with the *MGA*.

**Clerk** means the person or persons who has completed training and is certified by the province and authorized to act as the administrative clerk for the Intermunicipal Subdivision and Development Appeal Board.

**Conflict of Interest** means both Common Law Bias and Pecuniary Interest.

**Council** means the Council of the Village of Beiseker.

**Development Authority** has the same meaning as in the *MGA*.

**Hearing** means a public meeting convened before the Board acting as a quasi-judicial body to hear evidence and determine the facts relating to an appeal of decisions of a Subdivision Authority or a Development Authority, prior to the Board making a decision on the matter subject to the appeal.

**Village of Beiseker** means the municipal corporation of the Village of Beiseker together with its jurisdictional boundaries, as the context requires.

**Panel Member** means an individual Board member participating in the group panel to hear an appeal.

**Participating Village of Beiseker** means a Village of Beiseker in the Province of Alberta who has entered into an agreement with other municipalities, as referred to in Section 2 of this bylaw, to establish the Palliser Intermunicipal Subdivision and Development Appeal Board.

**Procedural guidelines** means the policies, processes and administrative matters applicable to the filing of an appeal and conducting a hearing, and the roles, duties and conduct of Board members and Clerks.

**Subdivision Authority** has the same meaning as in the *MGA*.

**Subdivision and Development Appeal Board** has the same meaning as in the *MGA*.

**Quorum** means the minimum number of Board panel members required to hear an appeal.

**Municipal Government Act (MGA)** means the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended from time to time.

**Palliser Intermunicipal Subdivision and Development Appeal Board** means the Board established by agreement to act as the Subdivision and Development Appeal Board.

**All other terms used in this Bylaw shall have the meaning as is assigned to them in the Municipal Government Act, as amended from time to time.**

#### **4. APPOINTMENT OF THE BOARD**

- (1) The Board is comprised of the member representative(s) as appointed by the participating municipalities.
- (2) A Village of Beiseker may participate in the Palliser Intermunicipal Subdivision and Development Appeal Board without appointing individual representative(s) by utilizing the appointed Board Members of the other participating member municipalities to act on the Village of Beiseker's behalf as its appeal body.
- (3) For each member Village of Beiseker appointing individual Board Member representative(s) to the Palliser Intermunicipal Subdivision and Development Appeal Board, the appointment shall be made by resolution of Council. Appointed Board Members from a Village of Beiseker shall consist of no more than three (3) members, with no more than one (1) being an elected official and the other two (2) being non-elected officials who are persons at large.
- (4) For those member municipalities appointing individual representative(s) to the Board, the remaining composition of the Board Panel Members shall be the appointed members from the other municipalities of the Palliser Intermunicipal Subdivision and Development Appeal Board.
- (5) Appointments to the Palliser Intermunicipal Subdivision and Development Appeal Board shall be made for a term of not more than three years. Reappointments must coincide with the successful completion of the mandatory provincial refresher training course to be taken every three (3) years.
- (6) Board Members may be appointed for a two (2) or three (3) year term, at the discretion of the Village of Beiseker, for the purpose of establishing a staggered expiration of terms amongst the Board Members.
- (7) A Board Member may resign from the Palliser Intermunicipal Subdivision and Development Appeal Board at any time by providing written notice to the Village of Beiseker to that effect.
- (8) Where Council has appointed a Board Member representative(s) for the Village of Beiseker, Council may remove its individual appointed Board Member representative(s) at any time if:
  - a) in the opinion of Council, a Board Member is not performing his/her duties in accordance with the MGA, this Bylaw or the rules of natural justice,
  - b) a Board Member is absent for more than three (3) consecutive hearings to which he/she has been assigned to sit on the Board Panel without reasonable cause, or
  - c) a Board Member has participated in a matter in which that Board Member has a Conflict of Interest, contrary to the provisions of this Bylaw.

**5. COMPOSITION**

- (1) The Board Members of the Palliser Intermunicipal Subdivision and Development Appeal Board shall meet in Panels, and two (2) or more Panels may meet simultaneously. The Panels have all the powers, duties and responsibilities of the Subdivision and Development Appeal Board.
- (2) For the purpose of this Bylaw, the Board Panel formed from the appointed members of the Palliser Intermunicipal Subdivision and Development Appeal Board to hear an appeal, shall normally be composed of not less than three (3) persons, with no more than one (1) being an elected official.
- (3) Three (3) Board Members constitute a quorum of the Board Panel.
- (4) If a vacancy of an appointed Board member representative from a Village of Beiseker shall occur at any time, the Village of Beiseker may appoint another person to fill the vacancy by resolution of Council.
- (5) In the absence of the municipal appointed member representative(s) of the Village of Beiseker in which the appeal originates being available to sit on a Panel, then the appointed Panel Member representative(s) from the other municipalities of the Palliser Intermunicipal Subdivision and Development Appeal Board shall form the composition of the Board Panel to hear and decide on a matter of appeal on behalf of the Village of Beiseker.
- (6) Board Panel Members of the Palliser Intermunicipal Subdivision and Development Appeal Board shall not be members of a Municipal Subdivision Authority or Development Authority or municipal employees of the Village of Beiseker in which the appeal is located.
- (7) A person appointed as a Board Member in accordance with this Bylaw must successfully complete and maintain the mandatory provincial training and certification prior to sitting on a Panel to hear an appeal.

**6. COSTS AND REMUNERATION**

- (1) Board Members may be entitled to reasonable remuneration for time and expenses relating to participating on a Board Panel.
- (2) Costs related to appeal hearings and the remuneration to Board Members shall be provided as specified in the intermunicipal agreement of the participating members of the Palliser Intermunicipal Subdivision and Development Appeal Board.

**7. DUTIES OF THE INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

- (1) The Palliser Intermunicipal Subdivision and Development Appeal Board shall hold hearings as required pursuant to the *Municipal Government Act* on a date to be determined by the Board.
- (2) The Board, and those Members who sit as a Board Panel hearing an appeal, shall govern its actions and hearings in respect of the processes and procedures as outlined in the Procedural Guidelines.

- (3) A Board Member may only participate in an appeal hearing if they have successfully completed the mandatory provincial training prior to the appeal hearing date.
- (4) The Board Panel may, at its discretion, agree to adjournments in respect of the processes and procedures as outlined in the Procedural Guidelines.
- (5) A Board Panel hearing an appeal shall appoint a Chair to preside over the proceedings prior to the commencement of the hearing.
- (6) An order, decision or approval made, given or issued by the Board Panel and under the signature of the Chair, or a Board Member acting as a designate, is the decision of the Board.
- (7) The Board Members shall conduct themselves in a professional, impartial and ethical manner and apply the principles of administrative justice and judicial fairness.
- (8) The Board Members shall consider and act in respect of the Palliser Intermunicipal Subdivision and Development Appeal Board Procedural Guidelines.
- (9) The Board does not have the jurisdiction or authority to award pecuniary or monetary awards or costs to any persons, entity or organization involved in an appeal.

## **8. APPEAL FILING**

- (1) An appeal shall be filed in writing by an appellant, in accordance and in the manner prescribed in the *MGA*, to the Village of Beiseker and include the payment of the applicable municipal appeal fee.
- (2) If there is a question about the validity of an appeal being filed, the Board Panel must convene the appeal hearing in accordance with the *MGA* to establish jurisdiction and then it may decide on the matter of validity. It shall be the responsibility of the Board Panel to make the determination of whether the appeal is valid.
- (3) In the event an appeal is abandoned or withdrawn in writing by the appellant, the Board Panel shall not be obliged to hold the appeal hearing referred to in the *MGA* unless another notice of appeal has been served upon the Board in accordance with the *MGA*.

## **9. CLERK RESPONSIBILITIES AND DUTIES**

- (1) The Coordinator shall appoint a Clerk for the specific purposes of providing administrative assistance to the Board in fulfilling its legislative duties.
- (2) The appointed Clerk shall attend meetings and hearings of the Palliser Intermunicipal Subdivision and Development Appeal Board but shall not vote on any matter before the Board.
- (3) A person appointed as a Clerk to assist the Palliser Intermunicipal Subdivision and Development Appeal Board in accordance with this bylaw must have successfully completed the mandatory provincial training prior to assisting the Board in its legislative duties.

- (4) The Clerk, acting for the Board, shall accept on behalf of the Board appeals which have been filed with the Village of Beiseker in relation to a decision of the Subdivision Authority or the Development Authority.
- (5) The Clerk of the Board shall keep records of appeals and proceedings for the Village of Beiseker, and the coordinator in which the appeal has been filed, as outlined in the Procedural Guidelines.

**10. ADMINISTRATIVE**

- (1) **Singular and Masculine** – Words importing the singular number shall include the plural number and vice versa and words importing one gender only in this Bylaw shall include all genders and words importing parties or persons in this Bylaw shall include individuals, partnerships, corporations, and other entities, legal or otherwise.
- (2) **Severability** – Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

**11. ENACTMENT**

- (1) This bylaw shall come into effect upon third and final reading thereof.
- (2) This Bylaw rescinds Bylaw No. 2019-07, being the former municipal Subdivision and Development Appeal Board Bylaw, and any amendments thereto.

READ a **first** time this 13th day of April, 2026.

\_\_\_\_\_  
**Mayor David Ledoyen**

\_\_\_\_\_  
**Chief Administrative Officer – Gail Peckham**

READ a **second** time this 13<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
**Mayor David Ledoyen**

\_\_\_\_\_  
**Chief Administrative Officer – Gail Peckham**

READ a **third** time and finally PASSED this 13<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
**Mayor David Ledoyen**

\_\_\_\_\_  
**Chief Administrative Officer – Gail Peckham**

# ANNUAL SCHEDULE OF FEES 2020

## PALLISER INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

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### Board Remuneration:

Board Members shall receive honorariums for adjudicating at formally scheduled hearings or taking appropriate training.

Board Members shall receive compensation for travel based on the most current published Canadian Revenue Agency (CRA) Subsistence, Travel and Moving Expenses regulation for performing adjudication duties or taking appropriate training.

If necessary, a reasonable meal for Board members will be organized and authorized by the Clerk and will be paid for by the municipality in which the appeal originates.

If necessary, Board Members shall receive reimbursement for any lodging accommodations required while taking appropriate training which shall be paid by the Municipality who has appointed the member.

Table 1

Board Members Per diems	Preparation time – Two (2) hour block	\$50.00
	Half day – Four (4) hour block	\$150.00
	Full day – Four plus (4+) hour block	\$300.00
Mileage	Home to Venue – round trip (CRA Rate)	\$0.58 per km
Clerk	Preparation time – Two (2) hour block	\$140.00
	Half day – Four (4) hour block	\$280.00
	Full day – Four plus (4+) hour block	\$560.00

9.b.

# AGREEMENT FOR PALLISER INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Between

**Palliser Regional Municipal Services (PRMS)**  
("Coordinator")

– and –

VILLAGE OF BEISEKER  
("Municipality")

Dated this 13 day of APRIL, 2026

## BACKGROUND

WHEREAS, the Municipal Government Act, RSA 2000, C M-26 (MGA), as amended, requires the establishment of a Subdivision and Development Appeal Board and authorizes two or more Councils to jointly establish an Intermunicipal Subdivision and Development Appeal Board to exercise that function within their municipalities:

- A. The Member Municipality wishes to partner to create one Intermunicipal Subdivision and Development Appeal Board;
- B. Palliser Regional Municipal Services is the Coordinator for the Intermunicipal Subdivision and Development Appeal Board;
- C. The Municipality is willing to join the Palliser Intermunicipal Subdivision and Development Appeal Board.

The Parties agree as follows:

## 1. BYLAW, PROCEDURES AND FEES

- 1.1 The Municipality shall pass a Bylaw establishing the Intermunicipal Subdivision and Development Appeal Board and authorize the Municipality to enter into this Agreement.
- 1.2 The Municipality agrees that the "Palliser Intermunicipal Subdivision and Development Appeal Board Procedural Guidelines" document shall govern the rules and procedures of the Intermunicipal Subdivision and Development Appeal Board, which may be amended, from time to time.
- 1.3 The Municipality agrees to pay the costs associated with the Board which shall be determined by the Coordinator in conjunction with members to this agreement and published in an Annual Schedule of Fees.

## 2. DEFINITIONS

In this Agreement, unless the context provides otherwise, the following words or phrases shall have the following meanings:

**“Appellant”** means the person who may file an appeal to the Board from decisions of a Subdivision Authority or Development Authority in accordance with the *Municipal Government Act*.

**“Board”** means the Palliser Intermunicipal Subdivision and Development Appeal Board established by bylaw.

**“Board Member”** means an appointed member of the Palliser Intermunicipal Subdivision and Development Appeal Board appointed by Council and who has obtained provincial training and certification.

**“Palliser Intermunicipal Subdivision and Development Appeal Board (SDAB)”** means the Board appointed to hear appeals on subdivision and development established in accordance with *Municipal Government Act* s. 627 (1)(b).

**“Clerk”** means the person or persons who has completed training and is certified by the province and authorized to act as the administrative clerk for the Intermunicipal Subdivision and Development Appeal Board.

**“Coordinator”** means Palliser Regional Municipal Services (PRMS).

**“Municipality”** means a municipality who has signed this Agreement.

## 3. MUNICIPALITY RESPONSIBILITIES

3.1 The Municipality shall be entitled to participate in the Intermunicipal Subdivision and Development Appeal Board once it enters into the Agreement and passes a Bylaw in the form attached as Schedule “A”.

3.2 The Municipality may select and appoint individual(s) to be a Board member(s) to be available to sit on a Panel for the Intermunicipal Subdivision and Development Appeal Board. If a vacancy on the Board occurs at any time, the Municipality who appointed the individual may appoint a new individual to fill the vacancy for the remainder of that term.

3.3 Any costs incurred to advertise and select a Board member(s) are the responsibility of the Municipality.

3.4 If the Municipality is required to hold an Appeal Hearing, the Municipality is responsible to pay all costs related to the hearing, including both Board member costs and hearing costs. The fees for the Board member costs shall be determined by the Coordinator in conjunction with members of this agreement and published in an Annual Schedule of Fees. Board member costs include but are not limited to:

- a) Board member per diems,
- b) mileage,
- c) meal allowance, etc.

- 3.5 The Coordinator is responsible for arranging a Clerk for the appeal hearing. In addition to Clerk costs, the Municipality shall be responsible for hearing costs including but not limited to:
- a) materials,
  - b) postage,
  - c) facility and /or equipment rental,
  - d) meal allowance,
  - e) mileage, etc.
- 3.6 If legal services are required, as determined by the Municipality, for issues that relate to a specific appeal, the Municipality is responsible for engaging legal counsel on behalf of the SDAB Panel and are responsible for paying all costs associated with the legal services required.
- 3.7 The Municipality will make every reasonable effort to ensure information will be or is intended to be used to make a decision on an appeal is both complete and accurate, as per the Procedural Guidelines approved for the Appeal Board.

#### **4. COORDINATOR RESPONSIBILITIES**

- 4.1 The Coordinator will coordinate services for the Municipality and may assign any responsibilities to a Clerk as deemed necessary.
- 4.2 The Coordinator shall keep a master list of all qualified Board members, their contact information and training.
- 4.3 The Coordinator is responsible for ensuring the Intermunicipal Subdivision and Development Appeal Board members receive training in accordance with the *Municipal Government Act* and associated regulations.
- 4.4 The Coordinator is responsible to assign a Panel of Board members (in consultation with the affected Municipality) to the SDAB, as described in the *Municipal Government Act* and in the Municipality's Intermunicipal Subdivision and Development Authority Bylaw.
- 4.5 The Coordinator will be responsible to manage the payment of Board member costs related to the Intermunicipal Subdivision and Development Appeal Board and will invoice the Municipality in accordance with the Annual Schedule of Fees.

#### **5. TERM**

- 5.1 The term of this Agreement shall be deemed as indefinite, provided, however, this Agreement may be terminated as follows:
- a) by mutual consent, in which case, this Agreement will be terminated effective the date of the mutual consent;
  - b) without cause or mutual consent, by delivery of a ONE (1) year notice of termination by either party.

## **6. DISPUTE RESOLUTION**

- 6.1 All claims, disputes, and other matters arising out of this Agreement or relating to a breach thereof may, upon agreement of both parties, be referred to either:
- a) Mediation – voluntary, no risk, non-binding process bringing the parties to a resolution. The mediator will be appointed upon the agreement of both parties; or
  - b) Arbitration – upon the agreement of both parties, be referred to a single arbitrator under the *Arbitration Act*, and if so referred, the decision of the arbitrator shall be final, conclusive and binding upon the parties. If the parties are not able to agree on an arbitrator, the Alberta Court of Queen’s Bench shall select one. All costs associated with the appointment of the arbitrator shall be shared equally unless the arbitrator determines otherwise in accordance with the *Arbitration Act* of Alberta.

## **7. INDEMNIFICATION**

- 7.1 The Municipality agrees, to the fullest extent permitted by law, to indemnify and hold harmless Palliser Regional Municipal Services, its Board, Executive, Director and Employees against all damages, liabilities or costs arising out of the coordination of an appeal, an appeal or disputes related to an appeal.
- 7.2 The Municipality is solely responsible for the Appeal and compliance with the outcome of the Appeal.
- 7.3 In the furnishing of any services by the Coordinator, the Coordinator shall not assume any responsibility, obligations or duties in respect to the services.

## **8. NOTICES**

- 8.1 Any notices or other correspondence required to be given to any party to this agreement shall be deemed to be adequately given if delivered to the Municipality.

## **9. FORCE MAJEURE**

- 8.2 Each party reserves the right, at its option, either to suspend or cancel this Agreement, in whole or in part, at any time, without incurring any costs or damages whatsoever, where such suspension or cancellation is caused by force majeure, including, but not limited to, acts of God, the public enemy of the government, strikes or other labour disputes, fires, floods, freight embargoes, unusually severe weather or other contingencies beyond the control of either party.

## **10. SINGULAR AND MASCULINE**

- 8.3 Words importing the singular number shall include the plural number and vice versa and words importing one gender only in this Agreement shall include all genders and words importing parties or persons in this Agreement shall include individuals, partnerships, corporations, and other entities, legal or otherwise.

**11. GOVERNING LAW**

11.1 This Agreement shall be deemed to have been made in accordance with the laws of the Province of Alberta. The Courts of Alberta shall have sole and exclusive jurisdiction over any dispute or lawsuit between the parties.

**12. INTERPRETATION**

12.1 The headings in the Agreement are for ease of reference only and shall not affect the meaning or the interpretation of this Agreement.

**13. SUCCESSORS**

13.1 This Agreement shall inure to the benefit of and be binding upon the Parties and, except as herein before provided, the successors and assigns thereof.

**14. ENTIRE AGREEMENT**

14.1 This Agreement is the whole agreement between the parties and may not be modified, changed, amended or waived except by signed written agreement of the parties.

**15. COUNTERPART**

15.1 This Agreement may be executed in any number of counterparts by the parties. All counterparts so executed shall have the same effect as if all parties actually had joined in executing one and the same document.

**16. EFFECTIVE DATE**

16.1 This Agreement becomes effective upon signing of all parties.

The parties to this Agreement have affixed their corporate seals signed by the hands of their proper officers.

PALLISER REGIONAL MUNICIPAL SERVICES

PER: \_\_\_\_\_  
CAO

PER: \_\_\_\_\_  
Chair

“MUNICIPALITY”

PER: \_\_\_\_\_  
Chief Administrative Officer

PER: \_\_\_\_\_  
Mayor/Reeve

PRMS would like to acknowledge Oldman River Regional Services Commission for their contribution of their documents for use in completing this document for Palliser ISDAB

**Schedule "A"**  
**Subdivision and Development Appeal Board Bylaw**

9.1

**BYLAW #2026-12  
VILLAGE OF BEISEKER  
TO REPEAL BYLAW #2024-13  
COUNCIL PROCEDURAL BYLAW**

BEING A BYLAW OF THE VILLAGE OF BEISEKER TO REGULATE THE PROCEDURE OF  
COUNCIL AND COUNCIL COMMITTEE MEETINGS

WHEREAS pursuant to the Municipal Government Act, the Village of Beiseker Council considers it expedient and desirable for effective governance to regulate the procedure of Council, Councillors and others attending Council and Council Committee meetings in the Village of Beiseker;

NOW THEREFORE the Council of the Village of Beiseker, hereby ENACTS AS FOLLOWS:

**Citation**

1. This Bylaw may be cited as the "Council Procedural Bylaw".

**Definitions**

2. In this Bylaw:
  - (a) "Agenda" shall mean the list of items and orders of business for any meeting of Council as prepared by the Chief Administrative Officer, or their delegate;
  - (b) "Bylaw" is a Bylaw of the Village of Beiseker;
  - (c) "CAO" means the Chief Administrative Officer of the Village of Beiseker or their delegate;
  - (d) "Chair" is the Mayor of the Village of Beiseker, or Deputy Mayor in the Mayor's absence, or another Councillor by motion and majority vote in the case of the absence of both the Mayor and Deputy Mayor;
  - (e) "Council" shall mean the duly elected Mayor, Deputy Mayor and Councillors of the Village of Beiseker;
  - (f) "Councillor" is a member of Council duly elected pursuant to the *Local Authorities Election Act*;
  - (g) "MGA" shall mean the *Municipal Government Act* of the Province of Alberta, R.S.A. 2000, as amended.
  - (h) "Motion" means a motion made in Council;
  - (i) "Point of Order" is the raising of a question by a Councillor to call attention to any departure from this Bylaw or customary proceedings of debate or procedures of Council's business;
  - (j) "Public Hearing" is a meeting of Council held in accordance with Section 230 of the *MGA*;
  - (k) "Quorum" is a majority of those members elected present during a Council Meeting, in the case of the Village of Beiseker three (3);
  - (l) "Recorded Vote" is the request of any Councillor to record the vote on a motion by Councillor name;
  - (m) "Special Meeting" is a meeting called pursuant to Section 194 of the *MGA*;
  - (n) "Village" is the Corporation of the Village of Beiseker.
  - (o) "Written Notice/Communication or Submission" includes by mail, email or hand-delivered

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- (p) “Electronic Means” means an electronic or telephonic communication method that enables all persons attending a meeting to hear and communicate with each other during the course of the meeting

**Application**

- 3. This Bylaw shall apply to all Councillors, staff of the Village of Beiseker and any member of the public who attends or wishes to attend meetings of Council and Council Committees established by Council.

**Quorum**

- 4. (a) As soon as there is a quorum of Council after the hour fixed for the meeting, the Chair shall call the meeting to order.
- (b) If a quorum is not present within thirty (30) minutes after the time fixed for the meeting, the CAO shall record the names of the members present and the meeting shall stand adjourned until the next meeting.

**Meetings**

- 5. (a) Regular meetings of Council shall be established by motion and majority vote of Council at the annual Organizational Meeting.
- (b) In the case where a regular meeting conflicts with a statutory holiday, the regular meeting shall be held on the first working day thereafter.
- (c) The meetings of Council Committees shall be established by motion and majority vote for each committee and the public must be given notice or advertised as required by the provisions of the MGA.

**Special Meetings**

- 6. (a) The Mayor may call Special Meetings of Council in accordance with Section 194 of the MGA and Special Meeting Procedure B-40.
- (b) The Mayor may call a Special Meeting of Council upon shorter notice, either oral or written, as they consider sufficient, however no special meeting may be held until at least two-thirds of the members of Council give their consent in writing to the holding of the meeting.
- (c) No business other than that stated in the notice shall be transacted at any special meeting of Council, unless all the members of Council are present, in which case, by motion and unanimous consent, any other business may be transacted.

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- (d) Where a special meeting is requested by a majority of Council, the Mayor shall call such meeting within fourteen (14) days of the date on which the request in writing was delivered to the Mayor.

**Organizational Meeting**

- 7. The Annual Organizational Meeting of Council shall be held in accordance with Section 192 of the MGA as follows:
  - (a) The CAO shall fix the time and place of the Organizational Meeting;
  - (b) The CAO shall take the chair by calling the meeting to order; administering the Oaths of Office to all new Councillors, recording the election of the Mayor, administering the Mayor's Oath of Office and shall then turn the chair over to the Mayor;
  - (c) The Mayor shall administer the election of the Deputy Mayor and the administration of the Deputy Mayor's Oath of Office;
  - (d) The nominations for Mayor and Deputy Mayor, the number of votes for each position and whether an election took place by secret ballot will be recorded in the minutes of the Organizational Meeting. Secret Ballots will be held when called for by motion and approved by the majority of the Councillors present in accordance with Section 185.1 of the MGA.
  - (e) the establishment of the regular meeting dates for Council;
  - (f) The following appointments/information will be reviewed, passed by motion, majority vote and recorded in the minutes of the Organizational Meeting
    - i. Signing Authority
    - ii. Banking Institution
    - iii. Auditor Appointment
    - iv. Assessor Appointment
    - v. Subdivision Development Appeal Board
    - vi. Regional Assessment Review Board
    - vii. Subdivision Authority
    - viii. Development Authority
    - ix. Municipal Office Address
    - x. Fire Chief
    - xi. Committee Appointments (Councillors)
  - (g) A statement regarding Councillor remuneration (see Policy B-33) will be made in the minutes of the Organizational Meeting.

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- h) The time of the adjournment of the Organizational meeting will be recorded in the minutes of the Organizational Meeting.
- i) any such other business as is required by the *MGA*.

**Agenda and Council Packages**

- 8. (a) Prior to each meeting, the CAO shall prepare a statement of the order of business known as the "Agenda" of all matters to be brought before Council. To enable the CAO to do so, all documents and notice of delegation(s) intended to be submitted to the Council shall be received by the CAO no later than 12 noon on the Wednesday prior to the next Regular Council Meeting, unless a specific procedure stipulates otherwise. All Agenda items shall contain adequate information to the satisfaction of the CAO to enable Council to deal with the matter.
- (b) The CAO shall have delivered electronically for each Councillor, the Agenda and all supporting materials (council packages) no later than 5:00 pm on the Friday preceding a regular council meeting. In the case of a Special Meeting, the council packages will be delivered no later than 5:00 pm on the day preceding the date of the Special Meeting.
- (c) The council packages and agendas will be posted on the village website and notifications of this posting will be in accordance with Policy M-40 (Notice of Special Council Meetings).
- (d) The Agenda will be approved by motion and majority vote. Additions or changes to the Agenda can be submitted by the CAO or Council and will be approved by motion and majority vote.
- (e) The business intended to be dealt with shall be stated in the Agenda in the following order where applicable:
  - i) Call to Order
  - ii) Treaty 7 Acknowledgement
  - iii) Adoption of Agenda
  - iv) Adoption of the previous Minutes
  - v) Delegations
  - vi) Staff Reports
  - vii) Financial Reports
  - (viii) Business Arising from Previous Minutes (Old Business)
  - (ix) New Business
  - (x) Council Reports
  - (xi) Closed Session
  - (xii) Adjournment

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- (f) The order of business established in this section shall apply unless altered by motion and majority vote.

**Virtual Attendance**

9. When it is necessary for a Councillor to attend a Regular Council meeting virtually:

- a) Circumstances permitted for virtual attendance are:
- i) urgent personal or medical emergencies, or
  - ii) business matter (including work schedules), or
  - iii) to accommodate a Councillor based on protected grounds in the Alberta Human Rights Act, RSA 2000, c. A-25-5.
- b) Council members must notify the Chief Administrative Officer directly and provide as much notice as possible, preferably by noon on the Wednesday before the scheduled meeting to accommodate any changes to the delivery of council packages and agendas. If the CAO cannot be reached by email or phone, notice can be given to other staff.
- c) Council members will ensure the following:
- i) Devices will be tested prior to the start of the meeting to ensure proper contact from the remote location;
  - ii) Council microphones will be muted unless the Councillor is speaking;
  - iii) Council members will not use background filters. Background blurring is permitted;
  - iv) Council members will maintain the confidentiality of information; and
  - v) No portion of any regular council meeting will be recorded, photographed or otherwise reproduced.
- d) A quorum of Council should be physically present at the meeting.
- e) A Councillor is permitted to participate virtually in regular Council meetings no more than three times per year. Requests to approve virtual attendance by any one Councillor for more than 3 meetings per year will be approved by motion of Council prior to the Council meeting.
- f) Reasons for attending virtually should be recorded by the Councillor attending virtually which must be disclosed to Municipal Affairs upon request.
- g) The Chair of the Regular Council Meeting cannot attend virtually.
- h) Councillor Virtual Attendance at Closed Session

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- i) Council may provide by motion, the decision to reschedule the Closed Session item until all Councillors are physical present.
- ii) Council members who are attending virtually must attend from a location that provides privacy and must make a statement prior to the Closed Session that they are attending in complete privacy.
- iii) Councillors attending virtually are required to use headphones and speakerphones during closed sessions.
- iv) All other conditions of Section 9 c) of this bylaw apply to Councillor virtual attendance during closed session.

**10. Electronic Meetings and Public Hearings**

- a) Pursuant to Section 199 of the Municipal Government Act, Council and Council Committees may conduct meetings by electronic means.
- b) For the purpose of this Bylaw, "electronic means" includes video conferencing, teleconferencing, or other electronic communication platforms that enable all participants to hear and communicate with each other simultaneously.
- c) Council authorizes the use of the following electronic means for meetings:
  - i) Video conferencing platforms approved by the Chief Administrative Officer;
  - ii) Telephone conferencing systems approved by the Chief Administrative Officer; and
  - iii) Any other electronic system capable of facilitating communication among all participants, as approved by the Chief Administrative Officer.
- d) The identity of each Councillor attending electronically shall be confirmed at the commencement of the meeting by roll call conducted by the Chair or Chief Administrative Officer.
- e) Except for meetings or portions of meetings closed to the public in accordance with Section 197 of the Municipal Government Act:
  - i) Members of the public shall be provided access to meetings conducted by electronic means through electronic connection details published on the Village website;
  - ii) Members of the public shall be permitted to make submissions during electronic meetings in accordance with procedures established by the Chief Administrative Officer;
  - iii) Where information is required to be made publicly available prior to or during a meeting, such information shall be posted on the Village website before and during the meeting; and
  - iv) Public notice of meetings conducted by electronic means shall include:

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- the date and time of the meeting;
- the method by which the public may access the meeting; and
- the method by which the public may access meeting materials, where applicable.

f) Public Hearings required under Part 17 of the Municipal Government Act shall be conducted in a manner that allows participation by electronic means, including the ability for members of the public to make submissions verbally or in writing.

g) Electronic access to a meeting may be restricted or suspended where Council resolves to close all or part of the meeting to the public in accordance with Section 197 of the Municipal Government Act.

h) The Chief Administrative Officer may establish administrative procedures necessary to facilitate meetings conducted by electronic means.

**Chair**

11. The Chair shall preside over the order of business (agenda), procedures of the meeting (including the preservation of good order and decorum) and the Chair will decide all questions relating to the orderly procedure of the meeting. Any appeal to the Chair's actions in this regard can be made by motion and decided by a majority vote.

**Meeting Procedures**

12. (a) The Chair will control the Agenda and the Agenda order of items.
- (b) The Chair by motion and majority vote, may authorize a person in the public gallery to address members only on the topic being discussed at that time within the time limits specified by the Chair.
- (c) A Councillor can request by motion and majority vote, an opportunity to address a person in the public gallery.

**Decorum**

13. (a) All Councillors, staff, delegates or members of the public (galley attendees) shall:
- i. maintain a civil and courteous manner and tone; and
  - ii. during presentations, discussion or debate, shall refrain from communication or disruption, giving attention and due respect to the speaker or Councillor addressing Council; and
  - iii. not interrupt Council proceedings unless the Chair has given permission for that person to speak.

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- (b) Any individual(s) that violate the rules of decorum may be removed from the meeting by the Chair or by motion and majority vote.
- (c) No Councillor shall:
  - i. disobey the rules of the Council or decision of the Chair; or
  - ii. leave their seat or make any noise or disturbance while a vote is being taken and/or declared;
  - iii. interrupt another Councillor while they are speaking, except to raise a point of order;
- (d) A Councillor who persists in a breach of the foregoing section, after having been called to order by the Chair,
  - i. may at the discretion of the Chair, be ordered to leave their seat for the duration of the meeting; however,
  - ii. at the discretion of the Chair, the Councillor may resume their seat following an apology.
- (e) A Councillor who wishes to leave the meeting of Council prior to adjournment shall so advise the Chair and the time of departure shall be noted in the Minutes.

**Appeal Ruling**

- 14. (a) Any decision of the Chair shall be final, subject to an immediate appeal by a member of Council.
- (b) If the decision is appealed, the Chair shall give concise reasons for their ruling and Council, shall decide the appeal by majority vote.

**Motions**

- 15. (a) A motion does not require a seconder.
- (b) A motion may be withdrawn by the Councillor who initiated the motion at any time before voting, subject to no objection from any other Councillor. Otherwise, the motion on the table will be voted on. If defeated, another motion can be put forth.
- (c) A motion or item on the agenda can be tabled to a future date by motion and majority vote.
- (d) All direction to the CAO must be done by motion.
- (e) If clarification on the precise wording of a motion is required, the Councillor making the motion should provide the wording and the wording will be recorded and read back by the CAO.

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- (f) If a motion that has been previously carried is brought back to the agenda for a future meeting by request of either a Councillor or any other person, sound reasons for reconsideration must be provided to the CAO in writing. The reasons will be included in the Council packages prior to the meeting.
- (g) If a motion that has been previously carried is reconsidered by Council, the new motion should indicate the finality of the decision.
- (h) A motion relating to a matter not within the jurisdiction of the Council shall not be in order.

**Voting**

- 16. (a) All votes from Council must be done by hand and voice.
- (b) A motion from Council can be provided any time after the Agenda item has been opened by the Chair or when the Chair calls for a motion.
- (c) When the Chair has ascertained that no further information or debate is required to vote on a motion, no Councillor shall speak to or present another motion until the vote has taken place on the first motion”.

**Voting (Conflict of or Pecuniary Interest)**

- 17. When a Councillor has pecuniary interest with regard to any Agenda item or Matter before Council, the requirements of Section 172 (1) of the MGA will be followed.

**Voting (Refusal)**

- 18. Each member present at a meeting of Council shall vote when the vote is taken on a matter, unless for conflict of interest (pecuniary reasons). A Councillor who refuses to vote is ‘disqualified’ per section 174 of the MGA.

**Voting (Tie Vote)**

- 19. A motion shall be declared lost when it does not receive the required number of votes or receives an equal division of votes.

**Voting (Recorded Vote)**

- 20. (a) A recorded vote on any motion must be called for by a Councillor prior to voting. No motion is required to approve a recorded vote.
- (b) In the case of a Recorded Vote, the votes by each Councillor will be recorded in the Minutes.

**Delegations**

- 21. (a) A person or a representative of any delegation or group of persons

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who wish to bring any matter to the attention of Council, or who wish to have any matter considered by Council, shall address a letter or other written communication to the CAO, outlining the subject to be discussed, the reasons that the subject is being brought to Council and any suggested solutions or actions to be taken to resolve the matter. This includes a copy of any presentation materials.

- (b) The communication shall be signed by the full (legal) name of the writer, the address (or email address) of the writer and delivered, emailed, or mailed to the CAO.
- (c) In situations that require, the CAO or village staff will assist any person who is uncomfortable or unable to provide a written submission. The submission can be taken verbally, recorded by the CAO or staff member and read back to and at least verbally approved by the person submitting to Council. The name and contact information of the person submitting to Council will be included in the information provided to Council.
- (d) The communication must arrive no later than 12 noon on the Wednesday before a regular Council meeting, or no later than 12 noon the day prior to a Special Meeting.
- (e) If the person or representative, or group of persons wish to appear before Council on the matter, it must be stated in the letter.
- (f) If the person, representative or group of persons wish to appear before Council at a meeting (Delegate(s)), their names and titles (if applicable) will appear on the Agenda and/or the content of council packages, unless the matter is to be held in closed session per the requirements of the *Freedom of Information and Protection of Privacy Act*, as amended.
- (g) Delegates shall be granted a maximum of fifteen (15) minutes to present the matter that has been outlined in the communication to Council. The Chair reserves the right to grant additional time to the delegate and a Councillor can request extra time for a delegate by motion and majority vote. The length of time for the extension must be stated in the motion.

**Bylaws (General)**

- 22. (a) Where a Bylaw is presented to Council for enactment, the CAO shall cause the number and short title of the Bylaw to appear on the Agenda.
- (b) When third reading of a Bylaw is not received within two years of the date of first reading, all previous readings are deemed to be rescinded.

**BYLAW #2026-12  
VILLAGE OF BEISEKER  
TO REPEAL BYLAW #2024-13  
COUNCIL PROCEDURAL BYLAW**

**Bylaw Amendments (applies to Regular Bylaws and Statutory Hearings)**

23. (a) Council should make amendments to any proposed Bylaw by motion and majority vote unless the content and number of amendments requires that the CAO record the changes and provide an amended Bylaw at a future meeting of Council.
- (b) If the content and number of amendments requires, the Bylaw should not proceed to the next reading until a revised copy of the Bylaw is presented to Council for review.
- (c) When reasonable to do so, if the Bylaw does not pass a reading, a motion should be made to table the Bylaw to a future regular council meeting by date.

**Bylaw First Reading**

24. (a) A Bylaw shall be introduced for first reading by a motion that the Bylaw specifically its number and short title, be read a first time.
- (b) After a motion for first reading of the Bylaw has been passed, Council may:
- i. debate the substance of the Bylaw; and/or
  - ii. propose and consider amendments to the Bylaw;

**Bylaw Second Reading**

25. (a) A Bylaw shall be introduced for second reading by a motion that it be read a second time, specifying the number of the Bylaw.
- (b) after a motion for second reading of the Bylaw has been passed, Council may:
- i. debate the substance of the Bylaw, and
  - ii. propose and consider amendments to the Bylaw;

**Bylaw Third Reading**

26. When a proposed Bylaw is presented and no amendments are made by Council, the Bylaw can proceed to third reading by motion with a unanimous vote by all Councillors present to move to third reading.

**Bylaw (Statutory Hearings)**

27. (a) A Bylaw which has been initiated by a group or individual exercising statutory rights and which requires a public hearing shall be introduced by a motion for first reading which shall be voted upon without amendment and if carried, a public hearing date will be established by a second motion and majority vote.
- (b) Proceedings for a Public Hearing will be held in accordance with the MGA and any relative policies or Bylaws of the Village of Beiseker.

**BYLAW #2026-12  
VILLAGE OF BEISEKER  
TO REPEAL BYLAW #2024-13  
COUNCIL PROCEDURAL BYLAW**

- (c) Following the public hearing, a motion for second reading may be presented and Council may:
  - i. debate the substance of the Bylaw and
  - ii. propose and consider amendments to the Bylaw;
- (d) When all amendments have been dealt with, the motion for second reading of the Bylaw shall be placed.

**Bylaws (Reconsideration)**

- 28. (a) A Bylaw that requires more time for consideration by Council may be tabled to another council meeting.
- (b) If a Bylaw in its entirety is defeated at the second or third reading, all previous readings are deemed to be rescinded and the Bylaw is not eligible for reconsideration.

**Bylaw Enactment**

- 29. When a Bylaw has been given three readings by Council it is:
  - (a) A municipal enactment of the Village; and
  - (b) effective immediately unless the Bylaw or an applicable provincial statute provides otherwise.
  - (c) After passage, a Bylaw shall be signed by the Mayor or by the member presiding at the meeting at which the Bylaw was passed, and by the Village CAO and shall be impressed with the corporate seal of the Village, filed accordingly and posted to the Village website.

**Adjournment**

- 30. (a) The Chair determines when a meeting of Council is adjourned.
- (b) The time of adjournment of all meetings of Council will be recorded in the Minutes.
- (c) Council shall adjourn at the hour of 11:00 P.M., unless otherwise determined by motion and majority vote of the members present.
- (d) If the meeting continues after 11:00 PM, a motion and majority vote is required every hour after.
- (e) If the meeting is adjourned by motion and majority vote prior to completion of the agenda, the time and date for continuation of the meeting will be made by motion and majority vote.

**BYLAW #2026-12  
VILLAGE OF BEISEKER  
TO REPEAL BYLAW #2024-13  
COUNCIL PROCEDURAL BYLAW**

**Severability**

31. If any section or parts of this Bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such Section or parts shall be deemed to be severable and all other Sections or parts of this Bylaw shall be deemed to be separate and independent there from and are to be enacted as such.

This Bylaw shall come into full force and effect upon third and final reading.  
Bylaw 2023-06 is rescinded on the date this Bylaw comes into force and effect.

READ A FIRST TIME THIS 13th day of April, 2026

READ A SECOND TIME THIS 13<sup>th</sup> day of April, 2026

READ A THIRD TIME AND FINALLY PASSED, this 13<sup>th</sup> day of April, 2026

\_\_\_\_\_  
Mayor, David Ledoyen

\_\_\_\_\_  
CAO, Gail Peckham

9. d.

**BYLAW 2026-13  
VILLAGE OF BEISEKER  
COLLABRIA MASTERCARD CREDIT CARD BORROWING BYLAW**

**A BYLAW OF THE VILLAGE OF BEISEKER, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE MUNICIPALITY TO INCUR INDEBTEDNESS THROUGH THE USE OF A CREDIT CARD WITH COLLABRIA MASTERCARD**

**WHEREAS**, pursuant to the provisions of the *Municipal Government Act*, RSA 2000, c. M-26, as amended, a municipality may pass bylaws respecting the incurring of indebtedness;

**AND WHEREAS**, the Council of the Village of Beiseker deems it necessary and desirable to authorize the use of a municipal credit card to facilitate the efficient operation of municipal business;

**AND WHEREAS**, the Council of the Village of Beiseker wishes to establish a maximum borrowing limit and repayment provisions related to the use of a Collabria Mastercard credit card;

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

**1. Title**

This Bylaw may be cited as the "**Collabria Mastercard Credit Card Borrowing Bylaw.**"

**2. Definitions**

In this Bylaw:

- a) "**Municipality**" means the **Village of Beiseker**, in the Province of Alberta.
- b) "**Chief Administrative Officer**" (**CAO**) means the person appointed by Council as the Chief Administrative Officer for the Village of Beiseker, or their designate.
- c) "**Credit Card**" means the Collabria Mastercard issued to the Municipality.
- d) "**General Revenues**" means all revenues of the Municipality raised through taxation, fees, grants, and other lawful sources.

**3. Authorization to Borrow**

3.1 The Municipality is hereby authorized to incur indebtedness through the use of a Collabria Mastercard credit card.

3.2 The maximum amount of indebtedness outstanding on the credit card at any time shall not exceed **Ten Thousand Dollars (\$10,000.00)**.

3.3 The credit card shall carry an interest rate not exceeding **twenty-five percent (25%) per annum**.

#### **4. Use of Credit Card**

4.1 Any and all sums borrowed using the credit card, and all expenditures charged to the credit card, shall be made at the discretion of the Chief Administrative Officer or their designate.

4.2 All expenditures made using the credit card shall be for lawful municipal purposes.

#### **5. Repayment of Borrowing**

5.1 The sources of money to be used to repay the principal and any interest owing under the borrowing authorized by this Bylaw shall be from the Municipality's **General Revenues**.

5.2 The Municipality shall pay the credit card statement **in full each month**, thereby minimizing or eliminating interest charges whenever possible.

#### **6. Severability**

If any provision of this Bylaw is held to be invalid by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions of this Bylaw.

#### **7. Effective Date**

This Bylaw shall take effect on the date of the third and final reading thereof.

**READ A FIRST TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**READ A SECOND TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**READ A THIRD TIME AND FINALLY PASSED** this \_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

9. e

**BYLAW 2026-14  
VILLAGE OF BEISEKER  
A BYLAW TO ESTABLISH A TAX INSTALLMENT PAYMENT PLAN (TIPP)**

**WHEREAS** pursuant to **Section 340(1)** of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, Council may provide for the payment of property taxes by installments;

**AND WHEREAS** pursuant to Sections **344** and **345** of the *Municipal Government Act*, Council may impose penalties in respect of unpaid taxes;

**AND WHEREAS** the Council of the Village of Beiseker deems it desirable to provide property owners with the option of paying property taxes through monthly installments;

**NOW THEREFORE** the Council of the Village of Beiseker duly assembled enacts as follows:

**PART 1 – TITLE**

1. This Bylaw may be cited as the **“Tax Installment Payment Plan (TIPP) Bylaw.”**

**PART 2 – DEFINITIONS**

2. In this Bylaw:
  - a) **“Arrears”** means any taxes remaining unpaid after December 31 of the year in which they are levied.
  - b) **“Council”** means the Council of the Village of Beiseker.
  - c) **“Municipality”** means the Village of Beiseker in the Province of Alberta.
  - d) **“Participant”** means a property owner approved to participate in TIPP.
  - e) **“Tax Installment Payment Plan (TIPP)”** means the monthly property tax payment plan authorized by this Bylaw.
  - f) **“Tax Levy”** means the total property taxes imposed for the taxation year.
  - g) **“Penalties”** means penalties on unpaid taxes pursuant to the Taxation Bylaw.

**PART 3 – ESTABLISHMENT OF PLAN**

3. The Municipality establishes a **Tax Installment Payment Plan (TIPP)** to allow property owners to pay taxes by monthly installments.
4. Participation is voluntary and subject to approval by the Municipality.

## **PART 4 – ELIGIBILITY**

5. To participate:

- a) All property taxes for previous years must be paid in full.
- b) The property tax account must not be in arrears.
- c) Applicants must complete a TIPP application approved by the Municipality.
- d) Payments must be made by pre-authorized debit (PAD) from an approved financial institution.
- e) A void cheque or banking information that includes account number, transit number, and institution number must be provided.

## **PART 5 – MONTHLY INSTALLMENTS**

6. Participants may choose their monthly withdrawal date:

- **1st of each month**
- **15th of each month**

If the chosen date falls on a weekend or statutory holiday, the payment will be withdrawn on the **next business day**.

7. Monthly installments shall be calculated as follows:

- **January–June:** Based on the previous year's tax levy.
- **July–December:** Adjusted to reflect the current year's levy.

8. Monthly installments shall be recalculated if necessary to ensure the full annual tax levy is paid by December 31, and will be indicated on the annual tax notice.

## **PART 6 – MISSED OR RETURNED PAYMENTS**

9. If a monthly installment is returned or dishonoured:

- a) A service charge of **\$20.00** shall be applied.
- b) The Participant must replace the payment immediately.
- c) Two returned payments within a twelve (12) month period may result in cancellation from TIPP.

## **PART 7 – CANCELLATION OF PLAN**

10. Participation may be cancelled:

- a) By the Participant with written notice.
- b) By the Municipality if:

- Tax account becomes in arrears
- Two returned payments occur within twelve (12) months
- Participant fails to comply with this Bylaw

11. Upon cancellation:

- a) The unpaid balance of property taxes becomes immediately due.
- b) Penalties will apply according to the Taxation Bylaw.

## **PART 8 – WITHDRAWAL FROM PLAN**

12. Participants wishing to withdraw must provide written notice at least **15 days** prior to the next scheduled withdrawal date.

## **PART 9 – ADMINISTRATION**

13. The Chief Administrative Officer (CAO), or designate, is authorized to:

- a) Administer this Bylaw.
- b) Approve or deny applications.
- c) Determine monthly installment amounts.
- d) Establish administrative procedures necessary to operate the plan.

## **PART 10 – SEVERABILITY**

14. If any provision of this Bylaw is held invalid, the remaining provisions shall remain in full force and effect.

## **PART 11 – EFFECTIVE DATE**

15. This Bylaw shall come into force upon **third and final reading**.

**READ A FIRST TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**READ A SECOND TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**READ A THIRD TIME AND FINALLY PASSED** this \_\_\_ day of \_\_\_\_\_, 2026.

---

Mayor

---

Chief Administrative Officer

**TTR CONTRACTING INC.**  
**P.O. Box 397, BEISEKER, AB, TOM 0G0**  
**EMAIL: [TTRCONTRACTING1@GMAIL.COM](mailto:TTRCONTRACTING1@GMAIL.COM)**  
**BUSINESS NUMBER: 730339272RT0001**  
**DATE: March 22 2026**  
**QUOTE 002**

*g.f.*

**Village of Beiseker**

We hereby submit specifications and estimates for :

Road Patching approx. 13 patches (778.5 M2)

- 434 9th St
- 433 4th Ave
- 410 8th St
- 222 8th St
- 223 7th St
- 411 5th St
- Arena
- 601 5th St
- 613 1st Ave
- 513 1st Ave
- 40 Chinook Crescent
- 2nd Ave @ Midcountry Auto
- 2nd Ave across from School

Description	Quantity	Unit	Unit Price	Cost
Excavation of 100mm depth/saw cuts/Asphalt Removal	778.5	M2	\$10.00	\$7,785.00
Granular Base Prep	778.5	M2	\$15.25	\$11,864.50
Asphalt Paving (100mm depth of Commercial B Asphalt	778.5	M2	\$49.00	\$38,146.50

Total: \$57,796.00

**Please Note:**

- GST not included in price
- Any hydrovac fees related to job will be the responsibility of the customer
- Any landscaping related to the job will be the responsibility of the customer

<p>All Material is guaranteed to be as specified. All work is to be completed in a professional manner according to standard practices.</p>	<p>Signature _____ Estimator: Tyler Nelson</p>
<p>Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate.</p>	<p>This proposal may be withdrawn by us if not accepted within 30 days.</p>
<p>Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.</p>	<p>Authorized Signature: _____</p>

9.5

**TTR CONTRACTING INC.**  
**P.O. Box 397, BEISEKER, AB, TOM 0G0**  
**EMAIL: TTRCONTRACTING1@GMAIL.COM**  
**BUSINESS NUMBER: 730339272RT0001**  
**DATE: April 1 2026**  
**QUOTE 004**

**Village of Beiseker**

We hereby submit specifications and estimates for :

Arena Phase 2 (approx. 224 M2)

Description	Quantity	Unit	Unit Price	Cost
Excavation of Asphalt	224	M2	\$8.00	\$1,792.00
Excavation of 200mm depth	224	M2	\$8.00	\$1,792.00
Granular Base (200mm depth) of 25mm minus gravel	224	M2	\$23.00	\$5,152.00
Asphalt Paving (100mm depth of Commercial B Asphalt	224	M2	\$49.00	\$10,976.00

Total: \$19,712.00

Please Note:

- GST not included in price
- Any hydrovac fees related to job will be the responsibility of the customer
- Any landscaping related to the job will be the responsibility of the customer

<p>All Material is guaranteed to be as specified. All work is to be completed in a professional manner according to standard practices.</p>	<p>Signature _____ Estimator: Tyler Nelson</p>
<p><b>Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate.</b></p>	<p><b>This proposal may be withdrawn by us if not accepted within 30 days.</b></p>
<p>Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.</p>	<p>Authorized Signature: _____</p>

**TTR CONTRACTING INC.**  
**P.O. Box 397, BEISEKER, AB, TOM 0G0**  
**EMAIL: TTRCONTRACTING1@GMAIL.COM**  
**BUSINESS NUMBER: 730339272RT0001**  
**DATE: April 1 2026**  
**QUOTE 005**

**Village of Beiseker**

We hereby submit specifications and estimates for :

Arena Phase 2 (approx. 224 M2) overlay option

Description	Quantity	Unit	Unit Price	Cost
Cleaning & Tarring	1	EA	\$2,200.00	\$2,200.00
Asphalt Paving (50mm depth of Commercial B Asphalt)	224	M2	\$45.00	\$10,080.00

Total: \$12,280.00

**Please Note:**

- GST not included in price
- Any hydrovac fees related to job will be the responsibility of the customer
- Any landscaping related to the job will be the responsibility of the customer

All Material is guaranteed to be as specified. All work is to be completed in a professional manner according to standard practices.

Signature \_\_\_\_\_

Estimator: Tyler Nelson

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate.

This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal:  
The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Authorized Signature:

\_\_\_\_\_



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Peace River*

9/11

AR121809

April 1, 2026

Dear Chief Elected Officials:

Municipal Affairs has been working collaboratively in recent years with industry representatives, professional assessors, and municipal partners to modernize Alberta's regulated property assessment framework through the Assessment Model Review (AMR). One important phase of this work has now been completed, and I am pleased to share policy updates that aim to simplify rules, reduce uncertainty, and improve consistency, transparency, and fairness across the system.

Most regulated property assessment models covering wells, pipelines, telecommunications systems, electric power systems, machinery and equipment, and railways, were last updated in 2005. As you may be aware, the last time the assessment models were reviewed in 2020, government opted not to proceed with proposed changes.

Based on a renewed engagement process designed by stakeholders, the AMR process re-launched in March 2024 with a review of the foundational policies that guide Alberta's regulated assessment system. These policy updates are a major milestone and set the stage for the next phase.

Key decisions include:

- standardizing assessment rates, where feasible, to make assessments more predictable;
- updating assessment models on a regular schedule to reflect changes in technology and construction practices;
- setting more consistent rules by clarifying when construction is considered finished for purposes of assessment, making sure actual construction costs are included with tightly-defined exclusions, and creating a provincial benchmark to fairly adjust labour-related construction costs in remote areas; and,
- introducing penalties for owners who do not provide required assessment information on time.

The rules will be effective for the 2027 tax year, and will apply to facilities built or expanded after that date. These rules will also be applied in the development of updated assessment models for each individual regulated property type as they are reviewed. Accordingly, we do not expect there to be significant assessment changes in 2027 and 2028 resulting from these policy changes.

.../2

Looking ahead, through the next phase of the AMR, we will continue to work with stakeholders to update the assessment models – the rules, rates and procedures for determining valuation – for individual regulated property types. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue.

Your municipality will be directly engaged on the overall results of the AMR and the potential impacts of updated assessments. This is an upcoming phase of the AMR process; engagement will focus on implementation of these policy changes. The final decision by government on any changes to assessment models is expected to occur in late 2028.

Attached is a fact sheet summarizing the policy changes, and a frequently asked question document for your use. I look forward to continuing to work with you and your municipal associations on this important initiative.

Sincerely,

A handwritten signature in black ink, appearing to be 'D Williams', written over a horizontal line.

Dan Williams, ECA  
Minister of Municipal Affairs

Attachment:

1. Fact sheet
2. Frequently Asked Questions

cc: Chief Administrative Officers



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Peace River*

April 2, 2026

I am pleased to share that today, our government introduced Bill 28 the Municipal Affairs and Housing Statutes Amendment Act, 2026. Bill 28 makes amendments to the *Municipal Government Act* to modernize municipal rules, improve clarity and consistency, and strengthen service delivery.

Rather than addressing issues piecemeal, Alberta's government is proposing a single, comprehensive package of changes that reflects how interconnected municipal systems are. The proposed amendments are organized around five themes:

- growth and housing – *how communities expand;*
- assessment and property tax – *how services are paid for fairly;*
- governance and accountability – *who is responsible and to whom;*
- municipal transparency – *how municipalities make decisions and operate day to day;*  
and
- public institutions – *how essential public services are governed and protected.*

Together, these five themes form a coherent approach to modernizing municipal legislation, solidifying local governance, and supporting communities across Alberta.

*Growth and Housing*

The proposed changes will accelerate construction to build more homes faster by improving transparency, reducing red tape, and lowering development costs by:

- clarifying the application of off-site levies; and
- requiring permit timeline reporting to be posted on municipal websites.

Also included are amendments related to “Automatic Yes” frameworks, which will allow municipalities to fast-track low-risk development permits, increasing predictability for builders and helping accelerate housing construction across Alberta. Future regulation will build on this work by restricting particular non-statutory studies in the development process to further streamline approvals.

In addition, charter schools will be treated consistently with other publicly funded schools by enabling access to municipal and school reserve land, supporting parental choice in education.

The proposed changes would also allow the Minister of Municipal Affairs to set requirements for community design codes that municipalities may choose to adopt, helping streamline approvals for developments that meet established land-use and design standards while preserving local decision-making.

.../2

### Assessment and Property Tax

The proposed legislative amendments will implement some of the decisions from the recently completed policy phase of the Assessment Model Review. These decisions will lay the foundation to modernize the regulated property assessment system and promote fairness for municipalities and industries by:

- clarifying the rules that determine which costs are assessable, which will improve consistency and reduce assessment appeals;
- enabling greater use of standardized rates for regulated properties, which will increase predictability and efficiency of assessment;
- applying penalties to property owners who fail to report timely property information; and
- establishing a regular cycle for review of assessment models.

More details about the outcomes of the policy phase of the Assessment Model Review are being sent to you under separate cover.

Using the updated rules and policies, new models for assessing individual types of regulated properties will now be developed to better reflect current costs, technology and construction practices. The work for this next phase of the Assessment Model Review will be undertaken over the next two years, and will continue to involve significant input from municipal, industry and assessment stakeholders.

In addition, the proposed amendments will prevent municipalities from taxing Albertans on similar homes differently based solely on whether or how they are occupied.

### Governance and Accountability

Alberta's government is proposing to strengthen accountability and integrity in local government by creating a provincial councillor accountability framework. The framework will govern issues such as pecuniary interest, unauthorized use of municipal assets, disclosure of confidential information, egregious behaviour, threatening behaviour and improper use of influence.

Under the proposed framework, complaints will be investigated by an independent third-party, ensuring impartial, timely resolution of issues before they escalate, and a roster of commissioners will be appointed by the province to hear appeals.

In addition, proposed changes will update the process for viability reviews by making the vote of electors a plebiscite (non-binding vote) with final decisions on dissolution at Cabinet's discretion. This will apply to viability reviews that are already underway where a vote of electors has not yet occurred, as well as any future reviews.

### Municipal Transparency

The proposed changes will improve transparency by requiring municipalities to publicly disclose the salaries of municipal staff above a specified threshold, aligning practices with other public sector disclosure standards.

In addition, proposed changes will allow rural, small urban, and specialized municipalities to show policing costs as a separate line on property tax notices, improving transparency for residents.

A province-wide framework for councillor information requests, requiring timely access to readily available information and consistent sharing of broader information with all councillors will strengthen councils' ability to govern effectively and make informed decisions. Councils will also be able to adopt local policies to manage significant information requests in a practical, sustainable way.

The proposed changes will also modernize governance and operations of Business Improvement Areas, including flexibility for interim appointments, electronic notifications, and in-year budget changes, to reduce red tape, improve flexibility and help commercial districts stay vibrant and responsive to local needs.

Public Institutions

The proposed amendments will clarify how municipalities govern and oversee municipal public utilities, establishing that municipalities may be required by regulation to transfer control and operations of a municipal public utility to a public utility entity, such as a regional services commission or a municipally controlled corporation.

I invite you to read Bill 28. A copy of the bill can be found here:

<https://www.assembly.ab.ca/assembly-business/bills/bill?billinfoid=12124&from=bills>

Additional information about the proposed amendments is also available here:

<https://www.alberta.ca/modernizing-municipal-legislation-across-the-province>

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Williams', with a stylized flourish at the end.

Dan Williams, ECA  
Minister of Municipal Affairs



March 12, 2026

Ms. Gail Peckham  
Interim Chief Administrative Officer  
Village of Bieseker  
PO Box 349  
Beiseker, AB T0M 0G0

Dear Ms. Peckham:

**Subject: Mitigation Funding Approval - 2018 Alberta Spring Flood DRP**

Mitigation funding has been approved for eligible mitigation projects under the 2018 Alberta Spring Flood Disaster Recovery Program (DRP).

We are pleased to inform you that Village of Bieseker has been approved to receive mitigation funding reimbursement in the amount of \$430,042.70 for the following projects:

- Project 2 - Road Infrastructure Repairs - \$142,068.90
- Project 4 - Road Infrastructure Repairs - \$287,973.80

If you have any questions or concerns, please contact me or Sean Pettie, Manager South & Central Regions, Community Recovery Services at (780) 691-6167 or at [sean.pettie@gov.ab.ca](mailto:sean.pettie@gov.ab.ca).

Sincerely,



Brenda Fioretti, BGS, PMP®  
Director, Community Recovery Services

cc: Sean Pettie, Manager South & Central Regions, Community Recovery Services  
Ms. Lee Johnston, Municipal Financial Clerk, Village of Bieseker



Handwritten initials 'a.k.' in black ink.

March 26, 2026

Gail Peckham  
Chief Administrative Officer  
PO Box 349  
Beiseker, AB T0M 0G0

Re: Regional Emergency Management Agreement — Notice of Non-Renewal

I am writing to confirm that the Regional Emergency Management Agreement between Rocky View County and the Village of Beiseker has expired and will not be renewed.

As you know, our municipalities are signatories to the South Central Mutual Aid Agreement, which provides a broader framework for regional coordination and mutual support during emergency events. Rocky View County will continue to rely on this framework as our approach to regional cooperation moving forward.

Rocky View County values the strong working relationship we have built with the Village of Beiseker and looks forward to continued collaboration through mutual aid, regional coordination, and preparedness activities. Where appropriate, we will continue to share information on relevant regional training and exercise opportunities.

If you would like to discuss this further, please don't hesitate to contact Ken Hubbard, Fire Chief and Director of Emergency Management at 403-520-3986 or by email at [khubbard@rockyview.ca](mailto:khubbard@rockyview.ca).

Sincerely,

Handwritten signature of Brian Henderson in black ink.

Brian Henderson  
Chief Operating Officer  
403-520-1196  
[bhenderson@rockyview.ca](mailto:bhenderson@rockyview.ca)



Box 8100  
Montréal, Québec Canada  
H3C 3N4

Boîte 8100  
Montréal (Québec), Canada  
H3C 3N4

91

March 26, 2026

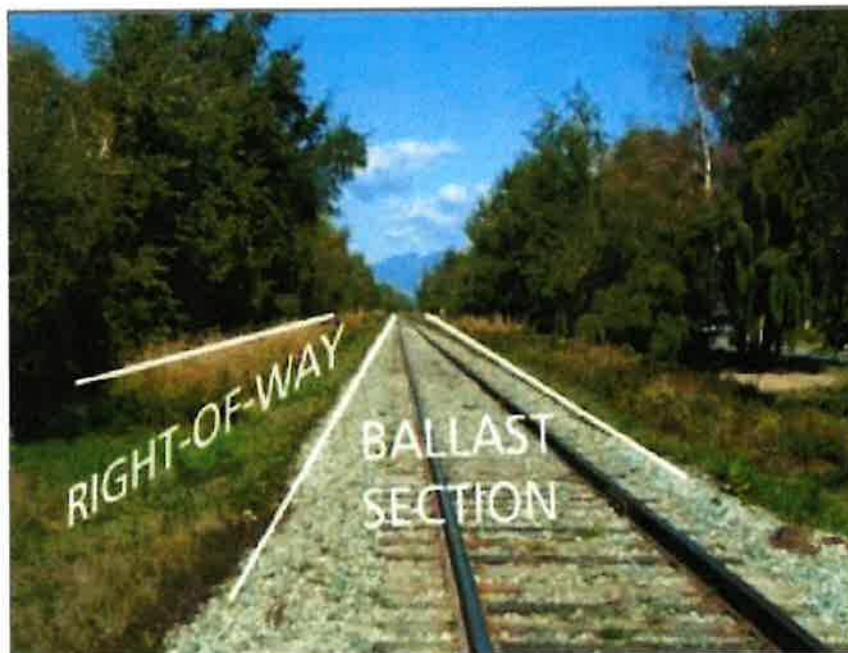
## **RE: CN'S RIGHT-OF-WAY VEGETATION MANAGEMENT PROGRAM**

At CN, we are committed to operating a safe and efficient railway while fostering trust and collaboration with the communities we serve. As part of this commitment, we are reaching out to inform you of our upcoming vegetation management activities in your area, scheduled to take place between April and October 2026. You can find a regularly updated schedule at [www.cn.ca/vegetation](http://www.cn.ca/vegetation).

Vegetation management is a crucial component of railway safety and regulatory compliance. In accordance with Transport Canada's requirements, our program helps mitigate potential risks to railway operations. By proactively managing vegetation, we enhance safety for both rail operations and surrounding communities.

### **Management Strategies**

CN manages vegetation using chemical and mechanical methods to ensure regulatory compliance and maintain safe railway operations. We are sensitive to concerns the community may have regarding chemical vegetation management, and at CN, we strive to safeguard our neighbouring communities and the environment. The track infrastructure is composed of two main sections: the ballast section, which is typically up to 24 feet wide and consists of angular rock supporting the track infrastructure, and the right-of-way portion, which is the area outside of the ballast section extending out to CN's property boundaries.



Vegetation management using herbicides will focus on the ballast section, and as needed, selected areas around signals and communications equipment that are critical for safe railway operations. Herbicide application on the ballast section is completed with spray trucks or spray trains fitted with downcast nozzles that spray a short distance above the ground surface with shrouded booms, specially designed to limit herbicide drift into non-target areas.

The right-of-way section may be maintained using mechanical control methods such as mowing, or brush cutting and may include the selected and localized use of herbicides to control invasive plant species, including noxious weeds.

CN has retained professional contractors qualified to undertake herbicide application and mechanical vegetation management on CN property. They are required to follow all laws and regulations that apply to CN.

### **Inquiries**

Should your community have any noxious weed management requests, we ask that you contact CN's Public Inquiry Line at [contact@cn.ca](mailto:contact@cn.ca) or fill out the form at [www.cn.ca/vegetation](http://www.cn.ca/vegetation) before June 1, 2026 with the specific information and location. CN will make every effort to include those locations as part of our 2026 Vegetation Management Program. All notices sent after the above-mentioned date will be included in the 2027 Vegetation Management Plan.

Please also find a list of FAQs regarding the program that may be of further assistance at [www.cn.ca/vegetation](http://www.cn.ca/vegetation). For any questions or more information, please contact the CN Public Inquiry Line by telephone at 1888-888-5909, or by email at [contact@cn.ca](mailto:contact@cn.ca).

# CFWR 2025-26 IMPACT REPORT

## OUR IMPACT SINCE 1989

**35,257**

Jobs Created  
or Maintained

**\$39,821,044**

in Loans

**51,097**

Business Coaching  
Sessions

*9.1M*

**102,602**

Client Services  
Delivered

**\$54,708,765**

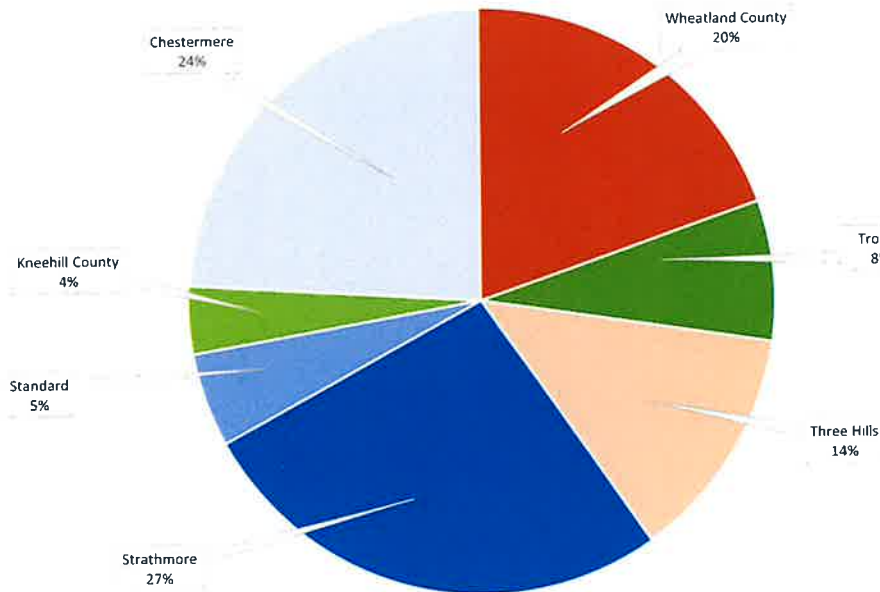
Leveraged Funds  
into our Communities

**28,377**

Business Training  
Participants

## THIS FISCAL APRIL 1, 2025 - MARCH 31, 2026

### Loans by Region



Approved Loans: \$1,552,000  
Leveraged Funds: \$1,423,241  
Entrepreneurs Trained/Coached: 702  
CED Projects: 6

# CFWR 2025 EXECUTIVE SUMMARY

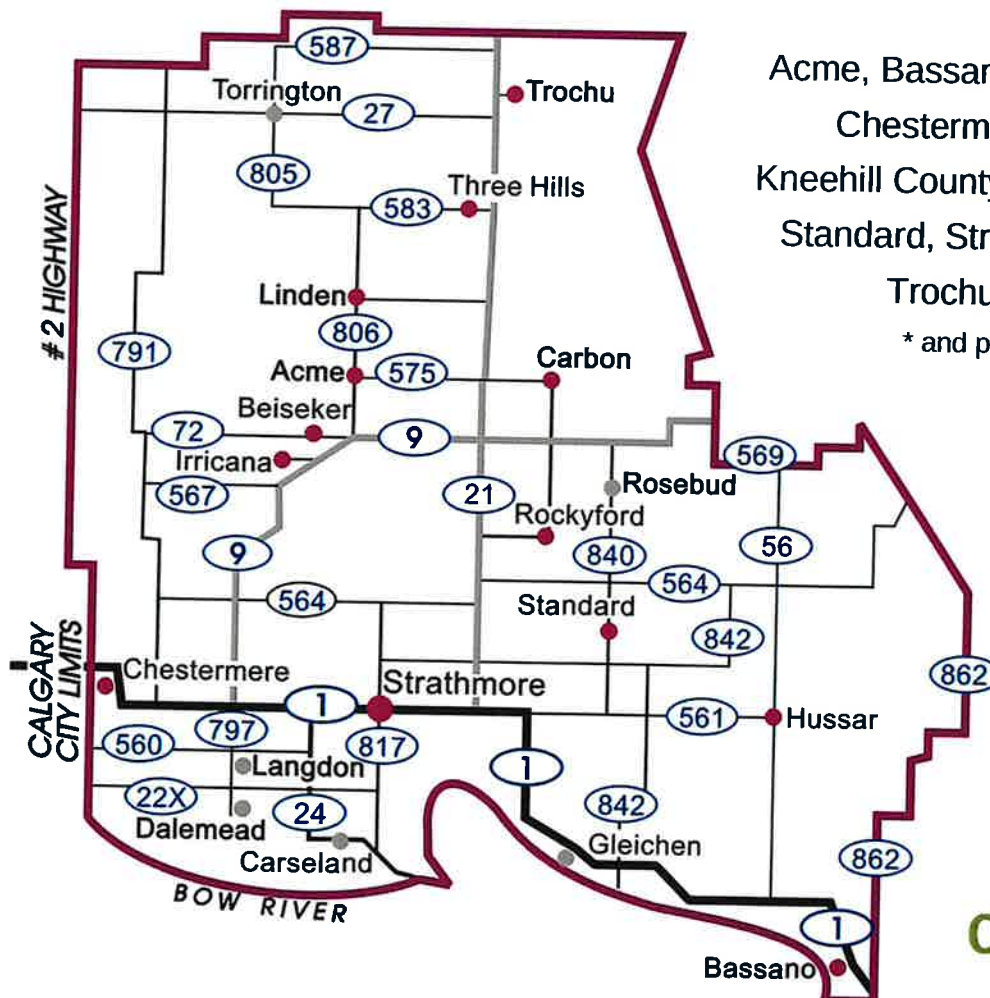
## THIS QUARTER

- Training Programs offered:
  - Five-part Digital Marketing Series
  - Temporary Foreign Worker Session
  - HR: Interview Skills/Difficult Conversations
- Heart of Our Community Campaign Update:
  - Total # of nominations: 192
  - Q4 Winner: Langdon Community Petco
- **WINNER: Nonprofit of the Year, Strathmore Wheatland Chamber of Commerce, Business Excellence Awards**
- Hosted Regional EDA CIR Workshop
- Completed CIR Primer Reports in 5 municipalities



wildrose.albertacf.com

## COMMUNITIES WE SERVE



Acme, Bassano, Beiseker, Carbon, Chestermere, Hussar, Irricana, Kneehill County, Linden, Rockyford, Standard, Strathmore, Three Hills, Trochu, Wheatland County.  
\* and parts of Rocky View County