

1) Municipal Elections – Post Election Candidate Training Options:

Background:

Recent Local Authority Election Act changes, as well as changes to the Municipal Government Act, have added additional requirements to the municipal election “to-do” list. Much of these undertakings will be addressed pre-election or concurrent to the election cycle by your local Returning Officers and staff, however some of these new requirements fall on the local authority post-election.

Of note, the obligation (Section 201 of the MGA) to hold orientation training has been expanded:

- Now a requirement
- Now prescribed in two phases:
 - o Part one (Section 201.1(1)(a) – prior to or concurrent to first organizational meeting
 - o Part two (Section 201.1(2)(b) – prior to or concurrent to first regular council meeting
- Option to extend Phase two by Council motion (up to 90 days)

At the recent CAO/RO focus group workshop, three options were pitched for delivery of the required training. A summary of those options is attached.

Proposal:

The question is posed to SVLSACE whether or not we as a group should engage the preferred option to host a joint training session (or sessions) for all our members.

In order to do this we would need to:

- i) Agree on a preferred training option (Brownlee, EOEP, ASVA+ Brownlee/EOEP).
- ii) Get approval for the additional cost (add to budget), probably \$5,500.
- iii) Select a preferred date for Part 1 training
- iv) Select a preferred date to Part 2 training

Discussion:

If SVLSACE was to facilitate, the only viable option in terms of budget efficiency is going to Brownlee LLP holding a one day session for both Part 1 and 2 training. We might expect a slightly higher cost than noted in the report, simply because we would need more material and likely a hall rental (whereas the proposal offer is likely for a single SV council, 3 sets of print in the normal council chamber, for example).

The downside to the Brownlee Option is that we would need to all be agreeable to a date for this session, and for those with earlier elections they might need to delay seating their councils for a few weeks. Noting the report the first Nomination Day in our fold would be Saturday June 1 and the last Election Day would be in August 16, and of course we must hold our first organizational meeting no later than August 31.

So, that gives us potential dates of August 23 or 30 to hold a session, and really only August 23 is feasible.

The other options are more flexible in terms of timing, but of not benefit to hold, or fund, as a group though SVLSACE budget (as the per participant rate is the same).

Recommendations:

- 1) Request a joint training session presented by Brownlee LLP and hosted by SVLSACE on August 23rd, 2025.
- 2) Seek clarification on if an exemption can be requested by participating municipalities to, for example, allow a council to be seated without the training provided that the training is arranged for them and will be completed by August 31st, 2025 (to allow the earlier councils, or those getting elected by acclamation, the flexibility to participate in the joint training session).
- 3) Accept for information and leave municipalities to facilitate their own training.

ELECTED OFFICIAL ORIENTATION & TRAINING – MGA

PART ONE

To be held prior to or on the same day as the first organizational meeting:

- i. role of municipalities in Alberta;
- ii. municipal organization and function;
- iii. roles and responsibilities of council and councillors;
- iv. the municipality's code of conduct;
- v. roles and responsibilities of the chief administrative officer and staff.

PART TWO

Within 90 days after a councillor takes the oath of office:

- i. key municipal plans, policies and projects;
- ii. budgeting and financial administration;
- iii. public participation;
- iv. any other topic prescribed by the regulations.

SUMMER OF FUN – ELECTION DATES

SUMMER VILLAGE	LAKE	CAO
29-Jun-25		
Castle Island	Lac Ste Anne	Wendy Wildman
5-Jul-25		
Sunset Beach	Baptiste	Kim Bancroft
Argentia Beach	Pigeon	Sylvia Roy
Birchcliff	Sylvan	Tanner Evans
Half Moon Bay	Sylvan	Tanner Evans
Jarvis Bay	Sylvan	Tanner Evans
Norglenwold	Sylvan	Tanner Evans
Sunbreaker Cove	Sylvan	Tanner Evans
12-Jul-25		
Island Lake South	Island	Kim Bancroft
West Cove	Lac Ste Anne	Wendy Wildman
Itaska Beach	Pigeon	June Boyda
Silver Beach	Pigeon	June Boyda
Sundance Beach	Pigeon	June Boyda
Point Alison	Wabamun	Brenda Bennett

SUMMER VILLAGE	LAKE	CAO
19-Jul-25		
South Baptiste	Baptiste	Linda Roland
Burnstick Lake	Burnstick	Therese Kleeberger
Birch Cove	Lac La Nonne	Wendy Wildman
Sunset Point	Lac Ste Anne	Matthew Ferris
Ross Haven	Lac Ste Anne	Tony Sonnleitner
26-Jul-25		
Silver Sands	Isle	Wendy Wildman
Southview	Isle	Wendy Wildman
Crysal Springs	Pigeon	Sylvia Roy
Bondiss	Skeleton	Kim Bancroft
2-Aug-25		
Rochan Sands	Buffalo	John Jaconson
White Sands	Buffalo	Melissa Beebe
Grandview	Pigeon	Sylvia Roy
Norris Beach	Pigeon	Sylvia Roy
Poplar Bay	Pigeon	Sylvia Roy

SUMMER VILLAGE	LAKE	CAO
9-Aug-25		
West Baptiste	Baptiste	Vivian Driver
Gull Lake	Gull	Harold Wynne
Nakamun Park	Nakamun	Dwight Moskalyk
Horseshoe Bay	Vincent	Debbie Tyson
16-Aug-25		
Whispering Hills	Baptiste	Kim Bancroft
Parkland Beach	Gull	Harold Wynne
Island Lake	Island	Les Forsyth
Val Quentin	Lac Ste Anne	Marlene Walsh
Yellowstone	Lac Ste Anne	Robin Murray
Ma Me O Beach	Pigeon	Sylvia Roy
Sandy Beach	Sandy	Rudolf Liebenberg
23-Aug-25		
Larkspur	Long Island	Kim Bancroft
Golden Days	Pigeon	Sylvia Roy
Betula Beach	Wabamun	Emily House
Kapasiwin	Wabamun	Emily House
Lakeview	Wabamun	Emily House
Seba Beach	Wabamun	Emily House

TBD – Bonnyville Beach (Tercier), Pelican Narrows (Yuschyshyn),
Sunrise Beach (Wildman), Mewatha Beach (George)

DELIVERY OF ORIENTATION & TRAINING

OPTIONS	DELIVERY METHOD	JUN	JULY	AUGUST	SEPTEMBER	COST	
Option 1	Brownlee LLP (Alifeyah)	29	5 12 19 26	2 9 16 23 30	6 13 20 27	4400 (\$)	
	<div>Combined Part 1 & Part 2 based on SV schedule</div> <div>(Brownlee - typically 6 hrs, in-person, and length depends Q&A)</div>					(per session)	
Option 2	EOEP (SV only)	<div><div>1</div><div>1</div><div>1</div><div>Part 2 (8 hrs)</div></div> <div>(EOEP - Part 1 - 2hr Zoom - mid-week evening)</div> <div>(virtual)</div>					300 (per EO)
Option 3	ASVA CAO/staff	<div>Part 1 - prior to or part of SV org meeting</div> <div>(ASVA to develop materials - training session 30-40 minutes)</div> <div>(note: would still need to complete Part 2 with EOEP or Brownlee)</div>					50 free (per EO)

Note: choice of delivery option comes down to how quickly a SV wants to get to work