

Regular Board Meeting Agenda – 1:00 pm

Monday, August 28th, 2023

Acknowledgement of the Land

Horizon is located on the traditional land of the Blackfoot Confederacy, Treaty 7 territory and the home of the Métis Nation of Alberta Region 3. We honor the Blackfoot people and the diverse Indigenous peoples whose ancestors have marked this territory for centuries, a place that has welcomed many peoples from around the world to make their home here. Together we call upon all our collective communities to build a stronger understanding of all peoples who dwell on this land we call home.

A – Action Item

A.1 Agenda	ENCLOSURE 1 ENCLOSURE 2
A.2 Minutes of Regular Board Meeting held Monday, June 26 th , 2023	
A.3 August 2023 Payment of Accounts	
A.4 Horizon Locally Developed Course – Bible Studies	
A.5 Renew - Locally Developed Course Religious Studies 15,25,35	ENCLOSURE 3 ENCLOSURE 4
A.6 2024-2025 Jurisdiction Calendar – date change	

D - Discussion

D.1 EDC – Recall of School Board Trustee Information	ENCLOSURE 5
D.2 Minister Mandate letters	
D.2.1 Mandate letter Minister of Education	
D.2.2 Mandate letter Minister of Advanced Education	
D.2.2 Mandate letter Minister of Municipal Affairs	
D.3 ATA New Teacher Induction – October 5, 2023	

I - Information Items

I.1 Superintendent’s Report – Dr. Wilco Tymensen	
I.2 Trustee/Committee Report	
I.2.1 Zone 6 Report – Marie Logan	
I.2.2 Facilities Meeting Report – Bruce Francis	
I.3 Associate Superintendent of Finance and Operations – Phil Johansen	
I.4 Associate Superintendent of Human Resources – Karen Rancier	
I.5 Associate Superintendent of Learner Services Report – Terri-Lynn Duncan	

Dates to Remember

• August 28 – Board Meeting
• August 28 – School staff meetings
• August 30 – 1 st day for students
• September 4 – Stat Holiday – Labour Day
• September 12 – Administrator’s Meeting

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| • September 18 – HIP – Assessment and Inclusion |
| • September 19 – Indigenous Steering Committee - pm |
| • September 20 – Zone 6 Meeting |
| • September 25 – Board Meeting |
| • September 27 – Policy Meeting (1-3:30) |
| • October 5 – ATA New Teacher Induction |

Horizon School Division

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www.horizon.ab.ca

The Board of Trustees of Horizon School Division held its Regular Board meeting on Monday, June 26th, 2023, beginning at 1:00p.m.

TRUSTEES IN ATTENDANCE: Marie Logan - Board Chair, Bruce Francis – Vice Chair
Derek Baron, Blair Lowry, Jennifer Crowson, Maxwell Holst

ALSO IN ATTENDANCE: Dr. Wilco Tymensen, Superintendent of Schools
Phil Johansen, Associate Superintendent of Finance & Operations
Robbie Charlebois, Associate Superintendent of Human Services
Terri-Lynn Duncan, Associate Superintendent of Learner Services
Sheila Laqua, Recording Secretary

ACTION ITEMS

A.1	Moved by Blair Lowry that the Board approve the agenda with the following addition: A.11 – Rural Caucus Representative Carried Unanimously	AGENDA APPROVED 102/23
A.2	Moved by Derek Baron that the Board approve the Minutes of the Regular Board Meeting held Tuesday, May 30 th , 2023, as provided by Enclosure #1 of the agenda. Carried Unanimously	BOARD MEETING MINUTES APPROVED 103/23
A.3	Moved by Mandy Court that the Board approve the June 2023 Payment of Accounts in the amount of \$4,602,547.53 as provided in Enclosure #2 of the agenda. Carried Unanimously	PAYMENT OF ACCOUNTS APPROVED 104/23
A.4	Moved by Mandy Court that the Board approve the 2024-2025 Jurisdictional Calendar as provided in Enclosures #3 of the agenda. Carried Unanimously	2023-24 JURISDICTIONAL CALENDAR APPROVED 105/23
A.5	Moved by Jennifer Crowson that the Board approved the renewal of the Locally Developed Course as provided in Enclosure #4 of the agenda. Carried Unanimously	RENEWAL OF LOCALLY DEVELOPED COURSES APPROVED 106/23

A.6	<p>Moved by Jennifer Crowson that the Board approve second reading of Policy IHEB – Child Abuse and Neglect as provided in Enclosure #5 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>SECOND READING OF POLICY IHEB APPROVED 107/23</p>
	<p>Moved by Jennifer Crowson that the Board approve final reading of Policy IHEB – Child Abuse and Neglect as provided in Enclosure #5 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>FINAL READING OF POLICY IHEB APPROVED 108/23</p>
A.7	<p>Moved by Derek Baron that the Board approve second reading of Policy IKA – Fundraising as provided in Enclosure #6 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>SECOND READING OF POLICY IKA APPROVED 109/23</p>
	<p>Moved by Derek Baron that the Board approve final reading of Policy IKA – Fundraising as provided in Enclosure #6 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>FINAL READING OF POLICY IKA APPROVED 110/23</p>
A.8	<p>Moved by Maxwell Holst that the Board approve second reading of Policy EEA – Student Transportation as provided in Enclosure #7 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>SECOND READING OF POLICY EEA APPROVED 111/23</p>
	<p>Moved by Maxwell Holst that the Board approve final reading of Policy EEA – Student Transportation as provided in Enclosure #7 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>FINAL READING OF POLICY EEA APPROVED 112/23</p>
A.9	<p>Moved by Mandy Court that the Board approve second reading of Policy IC – Student Attendance Area as provided in Enclosure #8 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>SECOND READING OF POLICY IC APPROVED 113/23</p>
	<p>Moved by Mandy Court that the Board approve final reading of Policy IC – Student Attendance Area as provided in Enclosure #8 of the agenda.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>FINAL READING OF POLICY IC APPROVED 114/23</p>
A.10	<p>Moved by Bruce Francis that the Board approved that the Audit Tender be awarded to Avail Accounting for 3 years with the option of 2 additional years.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>AUDIT TENDER APPROVED 115/23</p>

A.11	Moved by Bruce Francis that the Horizon School Division Board Chair represent the division on ASBA's Rural Caucus Carried Unanimously	RURAL CAUCUS REPRESENTATIVE APPROVED 116/34
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INFORMATION ITEMS

I.1 SUPERINTENDENT'S REPORT

Wilco Tymensen, Superintendent, shared the following June 2023 report with the Board:

- View report here.

I.2 TRUSTEE/COMMITTEE REPORT

I.2.1 ASBA Zone 6 Report

Marie Logan, Zone 6 Rep, provided a summary from the Zone 6 meeting:

- The Auditor's report for 2022 indicated the financial statements present fairly the financial position of Zone 6.
- At the August Board meeting Zone 6, as requested, our Board reviewed the Zone 6 Handbook. Recommended edits and further suggestions due by Sept 1, 2023.
- Marilyn Dennis met with the Minister of Education.
- Dr. V. Abboud provided information on possible Micro Learning Sessions.
- There was a discussion on E-Sports and a group that has been formed in SW Alberta.

I.2.2 Facilities Meeting Report

Vice Chair, Bruce Francis, provided a summary of the Facilities Department focus for the month of June 2023:

- Milk River Capital Project update
- Air Conditioning school survey (information only)
- Enchant School IMR project update
- W.R. Myers Modernization 1st planning meeting has been held

I.2.3 Administrator's Meeting Report

Trustee, Blair Lowry, provided a summary of the Administrator's Meeting for the month of June 2023:

- FSLP (Family School Liaison Program) update
- Human Resources Job Postings and procedures
- VTRA Training
- Induction Program for new teachers to Horizon School Division
- Collaborative Response Retreat Summary
- August PD and learning events
- A number of information items were shared with Administrators

I.3 ASSOCIATE SUPERINTENDENT OF FINANCE AND OPERATIONS

Philip Johansen, Associate Superintendent of Finance and Operations, shared the June 2023 summary:

- Attended ASBOA Annual Conference held in June
- Attended ARMIC Annual General Meeting and Risk Management Conference

I.4 ASSOCIATE SUPERINTENDENT OF HUMAN SERVICES REPORT

- View report here.

I.5 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT

- View report here.

CORRESPONDENCE

- No discussion came from the correspondence.

Moved by Maxwell Holst that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

117/23

COMMITTEE ITEMS

Moved by Derek Baron that the Board meet in Committee.

Carried Unanimously

COMMITTEE

118/23

Moved by Blair Lowry that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

119/23

Marie Logan, Chair

Sheila Laqua, Executive Secretary

PAYMENT OF ACCOUNTS REPORT

Board Meeting - August 28, 2023

General	June 29/23		1593007.59
General	July 5/23		60356.48
U.S.	July 5/23		2908.87
General	July 11/23		141435.54
General	July 18/23		430311.14
General	July 24/23		189559.54
General	August 3/23		971,744.90
U.S.	August 8/23		9,511.41
General	August 9/23		240,376.12
General	August 10/23		31,500.00
"A" Payroll	June 2023	Teachers	2,023,747.30
		Support	643,352.77
"B" Payroll	June 2023	Casual	16,836.23
		Subs	47,014.26
"A" Payroll	July 2023	Teachers	1,446,011.91
		Support	255,388.15
"B" Payroll	July 2023	Casual	12,674.07
		Subs	122.12
Total Accounts			8,115,858.40
Board Chair	_____		
PJ:dd			
August 17, 2023			

Course Name	Version	Course Code	First Approved Year	Approved Start Date	Last Approved Year
Religious Studies (Koinonia) 15	3 Credits (2023-2027)	LDC1018	2023-2024		2026-2027
Religious Studies (Koinonia) 15	5 Credits (2023-2027)	LDC1018	2023-2024		2026-2027
Religious Studies (Koinonia) 25	3 Credits (2023-2027)	LDC2018	2023-2024		2026-2027
Religious Studies (Koinonia) 25	5 Credits (2023-2027)	LDC2018	2023-2024		2026-2027
Religious Studies (Koinonia) 35	5 Credits (2023-2027)	LDC3018	2023-2024		2026-2027

Updated 2024 - 2025 JURISDICTION CALENDAR

24-Aug				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	PD23
SM26	27	28	29	30
Student Days				3
Teacher Days				10

24-Sep				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
Student Days				19
Teacher Days				19

Oct-24				
M	T	W	T	F
	1	2	3	4
7	8	9	10	SS11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
Student Days				21
Teacher Days				22

Nov-24				
M	T	W	T	F
				PD1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
PD25	26	27	28	29
Student Days				18
Teacher Days				20

24-Dec				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
Student Days				15
Teacher Days				15

25-Jan				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31
Student Days				20
Teacher Days				20

25-Feb				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	TC20	TC21
PD24	25	26	27	28
Student Days				14
Teacher Days				17

25-Mar				
M	T	W	T	F
3	4	5	6	7
PD10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				
Student Days				20
Teacher Days				21

25-Apr				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		
Student Days				16
Teacher Days				16

25-May				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30
Student Days				21
Teacher Days				21

25-Jun				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				
Student Days				18
Teacher Days				19

Student Days					
	Elem.	Jr. High		Sr. High	
		s1	s2	s1	s2
M	31	15	16	15	16
T	39	20	19	20	19
W	40	20	20	20	20
T	39	20	19	20	19
F	36	18	18	18	18
Total	185	93	92	93	92

	No School for Students and School Staff
Aug 23	Division Wide PD Day (1/2 day) - no students (PD)
Aug 19-22, 27	Division Wide Time Free From Instruction - no students
Aug 26	School Staff Meeting - no students (SM)
Aug 28	1st day of school (K-12)
Oct 11	Planning for Student Support (full day) - no students (SS)
Nov 1	Joint Horizon/ATA PD Day (full day) - no students (PD)
Nov 3	Daylight Savings Ends
Nov 25	School Based PD Day - no students (PD)
Jan 6	Epiphany
Jan 28	Last Day of Semester 1

Jan 29	First Day of Semester 2
Feb 20-21	Teacher Convention - no students (TC)
Feb 24	Division Wide PD Day - no students (PD)
March 9	Daylight Savings Begins
March 10	School Based PD Day - no students (PD)
May 29	Ascension
June 8	Pentecost
June 21	National Indigenous Peoples Day
June 25	Last day for students
June 26	Last day for staff - Time Free From Instruction - no students

Gr. 12 Diploma Exams	Nov.	Jan.	Apr.	Jun.
English 30-1 Pt. A	4	13	2	11
English 30-2 Pt. A	4	13	2	11
Social 30-1 Pt. A	6	14	3	12
Social 30-2 Pt. A	6	14	3	12
Math 30-1	7	20	8	17
Math 30-2	7	20	8	17
English 30-1 Pt. B	8	21	4	18
English 30-2 Pt. B	8	21	4	18
Social 30-1 Pt.B	12	22	7	19
Social 30-2 Pt.B	12	22	7	19
Biology 30	13	23	8	20
Chemistry 30	14	24	9	23
Physics 30	13	27	10	24
Science 30	14	28	9	25

Achievement Exams	Jan.	May	Jun.
Gr. 6 ELA Part A			
Gr. 6 ELA Part B			
Gr. 6 Math Part A			
Gr. 6 Math Part B			
Gr. 6 Social			
Gr. 6 Science			
Gr. 9 ELA Part A			
Gr. 9 ELA Part B			
Gr. 9 Math Part A			
Gr. 9 Math Part B			
Gr. 9 Social			
Gr. 9 Science			

Student Days	185
Non-Instructional Days	15
Total Days	200

From: **EDC Deputy Minister** <EducationDeputyMinister@gov.ab.ca>
Date: Tue, Aug 8, 2023 at 11:03 AM
Subject: Recall of a School Board Trustee Information Package:

Subject: Recall of a School Board Trustee Information Package

Dear colleagues:

The *Recall Act* came into force on April 7, 2022, to allow Albertans to initiate a process that could lead to the removal and replacement of elected officials, including MLAs, municipal officials, and school board trustees.

The part of the *Recall Act* that affects Alberta Education is included under Division 5.1 of the *Education Act*. Alberta Education has developed the [Recall of a School Board Trustee Information Package](#) to support school boards in understanding their roles and responsibilities in recall matters.

Individuals may submit a notice of recall petition to a school board between April 19, 2023, and December 31, 2024, which is prior to the next general election in 2025.

If you have questions related to recall matters, please contact Lavonne Adams, Business Operations Manager, Business Operations and Stakeholder Support, at lavonne.adams@gov.ab.ca or 780-422-5844 (toll-free by first dialling 310-0000).

Sincerely,

Matthew Hebert, Acting Deputy Minister
On behalf of Lora Pillipow, Deputy Minister

From: **Alberta News** <alberta.news@gov.ab.ca>
Date: Tue, Jul 25, 2023 at 12:35 PM
Subject: Online Bulletin: Minister of Education mandate letter

Minister of Education mandate letter

July 25, 2023

Premier Danielle Smith has issued a mandate letter to Minister of Education Demetrios Nicolaides calling on him to ensure Alberta students receive a world-class education.

In her letter, the Premier outlines her expectations that Alberta offers greater choice in education with tailored options that best suit the needs of individual students and enable them to pursue career paths with the most plentiful and lucrative employment opportunities. She asks Minister Nicolaides to deliver on platform commitments to support Albertans, including:

- Working in cooperation with the Minister of Advanced Education, to fund the growth of “CAREERS” with public and separate school divisions to increase student participation in off-campus programs or paid internships.
- Enhancing dual credit grant programs to make more funding available for new dual credit programming and equipment.
- Investing \$20 million over four years in promoting career pathways, including:
 - Organizing career fairs for high school students in high-demand sectors.
 - Establishing an online career counselling website for students and parents to assist with career and education roadmapping.
 - Launching a high school-targeted advertising campaign to promote high-demand careers.
 - Developing more teacher training for career and technology studies.
 - Collaborating with the Minister of Advanced Education to develop and promote career educational scholarships in areas of labour shortage for Alberta’s K-12 students.
 - Funding additional mobile CTS and CTF labs.
- As lead, working with the Minister of Seniors, Community and Social Services to invest \$5 million to improve testing and educational supports for children with complex needs including children with autism.
- Collaborating with the Minister of Mental Health and Addiction, who is the lead, to expand access to young people struggling with severe mental illness to construct four new youth mental wellness centres to provide inpatient mental health and addiction treatment to youth while expanding prevention and early intervention mental health support for children and youth that are integrated within schools and communities.

The Premier also tasks Minister Nicolaides with:

- Reviewing the role of parent school councils and working with educators to explore ways parents can appropriately provide more input into school policies and learning options.
- Ensuring Alberta's educational funding model continues to promote parental choice in education. This includes ensuring that Alberta's public, separate, francophone, charter, independent (private) schools and early childhood services operators and home education systems are all appropriately funded to ensure the highest educational outcomes for students.
- Working to significantly increase the number of schools in the communities of greatest need.

- Continuing to bring more collegiate schools online across the province to create pathways for students to post-secondary or their chosen fields in the workforce.
- In collaboration with the Minister of Advanced Education, reviewing the Skills for Jobs Task Force Report and advancing key recommendations from the report pertaining to your ministry, including the design and implementation of an apprenticeship system (similar to the Germanic model) for high school-age students interested in pursuing vocational education and training in the skilled trades.
- Making recommendations on the best way to create an expedited teaching certificate to fast-track instructors of skilled trades and other professions into teaching positions in junior high and high schools.
- Exploring incentives to support the recruitment and retention of teachers, educational assistants and support staff in underserved areas of the province.
- Continuing to implement additional educational assistants in our classrooms to address learning loss and the increasing complexity of learning needs.
- Evaluating and, if needed, expanding supports for qualified professionals, such as speech language pathologists, physical therapists, occupational therapists and psychologists.
- Reviewing and strengthening Program Unit Funding (PUF) to ensure programming and funding are addressing the educational needs of children with severe disabilities or delay.
- Working collaboratively with parents, teachers and stakeholders to continue to implement K-12 curriculum, and to implement additional basic life and home maintenance skills as well as financial literacy training into the high school curriculum where appropriate.
- Assisting each ministry to execute on their mandate to design a ministry-specific job-attraction strategy that raises awareness for young Albertans, especially those in grades 9 to 12, and adults changing careers of the skilled trades and professions available in each economic sector, including pathways for education, apprenticeship and training.

“Alberta's United Conservative government is committed to improving education in our province. By significantly building more schools, improving PUF and creating more dual credit opportunities, we will ensure Alberta's education system remains world-class.”

Demetrios Nicolaidis, Minister of Education

Related information

- [Minister of Education mandate letter](#)



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

July 21, 2023

The Honourable Rajan Sawhney
Minister of Advanced Education

Dear Minister:

I want to thank you for your service to this government, and congratulate you on your new role as Minister of Advanced Education.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Under your leadership as Minister of Advanced Education, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the Committee, Cabinet, and legislative processes to deliver on our platform commitments to support Albertans, including:

- Increasing and accelerating auto-credentialing for workers from national and international jurisdictions with similar standards.
- In coordination with the Minister of Treasury Board and Finance, designing and implementing an up to \$10,000 Graduate retention tax credit for Alberta's post secondary graduates.
- Funding additional aviation management seats at Mount Royal University and other post secondary institutions, and providing grants to help more Albertans pursue a career in aviation.
- Investing \$4 million per year to add more mental health professional spaces in Alberta's post-secondary institutions.

In addition, I expect you to deliver on further initiatives overseen by your ministry including:

- Reviewing Alberta's professional governing bodies and post-secondary institutions, for the purpose of making recommendations to protect the free speech rights of Alberta professionals.



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- Exploring the development of a teaching certification program that would shorten the period of time it takes an individual with a degree or diploma to become certified to teach in Alberta's K-12 education system.
- Providing recommendations for strengthening provincial grants for medical and other post-secondary research so an increased number of research topics can be supported and explored by Alberta-based researchers.
- Working with Alberta's established medical schools to examine ways to increase the number of physicians trained in Alberta, particularly in rural areas, by partnering with other post-secondary institutions.
- Implementing the Professional Governance Act to ensure the adoption of a uniform governance framework for all professional regulatory organizations
- Working with the Minister of Technology and Innovation to ensure appropriate governance of software engineers that does not compromise the tech industry's ability to attract needed software engineers from around the world.
- Acting as Alberta's lead advocate and champion of the skilled trades and professions to ensure, as early as junior high, that this education track has parity of esteem as a desirable education pathway that will lead to highly rewarding careers.
- In the context of skilled trades, taking a leadership role in meeting the evolving needs of the economy with a focus on ensuring journeypersons obtain needed skills for the modern economy.
- In collaboration with the Minister of Education, reviewing the *Skills for Jobs Task Force Report*, and advance key recommendations from the Report pertaining to your ministry.
- As lead, working with the Minister of Health to develop streamlined auto-credentialling for front-line health care workers, doctors, nurses and paramedics.
- Continue working with career colleges and other educational institutions to develop pathways to become accredited to deliver diplomas and degrees.
- Working in cooperation with the Minister of Education, funding growth of "CAREERS" with public and separate school divisions to increase student participation in off campus programs/paid internships.
- Collaborating with the Minister of Education to develop and promote career educational scholarships in areas of labour shortage for Alberta's K-12 students.
- Assisting each ministry to execute on their mandate to design a ministry specific job attraction strategy that raises awareness for young Albertans (16-24), as well as adults changing careers, regarding the skilled trades and professions available in each economic sector including pathways for education, apprenticeship, and training



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I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains on of the best places on earth to live, work and raise a family.

Sincerely,

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

Danielle Smith

Premier of Alberta



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

August 4, 2023

The Honourable Ric McIver
Minister of Municipal Affairs

Dear Minister:

I want to thank you for your service to this government and congratulations on your new role as Minister of Municipal Affairs.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Under your leadership as Minister of Municipal Affairs, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the committee, Cabinet, and legislative processes to deliver on our platform commitment to, in cooperation with the Minister of Transportation and Economic Corridors, who is the lead, contribute up to \$330 million towards road and bridge construction, LRT connection, site utilities, site reclamation and other supportive infrastructure to support the Calgary arena and entertainment district project. This funding includes up to \$30 million for a new 1,000-seat community arena neighbouring the main arena that will serve youth and amateur hockey.

In addition, I expect you to deliver on further initiatives overseen by your ministry including:

- Working with municipalities and local businesses to benchmark, measure and reduce the time it takes to approve permits to create a more attractive business investment environment.
- Continuing to monitor the Calgary and Edmonton Metropolitan Region Boards to ensure they are serving the needs of their urban and rural residents effectively



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and fairly without unnecessarily interfering with the autonomy of small and mid-sized municipalities.

- Continuing to improve the delivery of stable, predictable funding through the Local Government Fiscal Framework.
- As lead, collaborating with the Minister of Service Alberta and Red Tape Reduction, Minister of Seniors, Community and Social Services, and Minister of Affordability and Utilities, and informed by on-the-ground municipal realities, developing appropriate incentives and benchmarks to significantly reduce municipal approval times for housing and business park developments.
- Protecting the province's constitutional right to oversee the governance of Alberta's municipalities without federal interference.
- Maintaining and building relationships of trust, partnership and open dialogue with municipal leaders across the province, and bringing feedback and solutions from these discussions with municipal leaders to Caucus and Cabinet for timely consideration and action.
- Teaming with the Minister of Energy and Minerals, who is lead, to ensure our government's new policy on making wellsite transfers contingent on payment of outstanding property taxes is implemented and enforced.
- In collaboration with the Minister of Justice, reviewing the *Local Authorities Election Act*, and making recommendations for any necessary amendments to strengthen public trust in and the integrity of our municipal election laws.
- Working with the Minister of Education and the President of the Treasury Board and Minister of Finance, reviewing the feasibility of amending the Education Property Tax to assist municipalities with retaining more funding for local priorities.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains one of the best places on earth to live, work and raise a family.

Sincerely,

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

Danielle Smith

Premier of Alberta