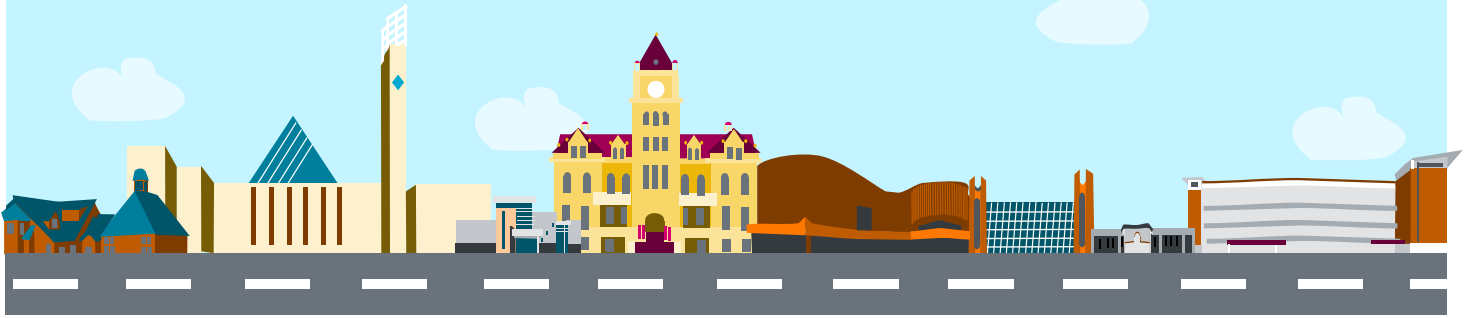


Municipal Musings | October 2024

Municipal Services Division Newsletter



Key Updates

Learn! Connect! Engage!

Municipal Affairs hosted a variety of online sessions to support municipal capacity through our annual Municipal Affairs Administrators' Training Initiative (MAATI) sessions. MAATI sessions that took place throughout October. [MAATI sessions](#) specific to Bill 20, the *Municipal Affairs Statutes Amendment Act, 2024 (MASAA)* will take place in November.

MAATI sessions offer a variety of different sessions focused to build the capacity of municipal elected officials in the areas of creating accessible public documents, information on Alberta policies and processes regarding disaster assistance, conflict management, land use planning, dashboards, and digital data.

Friendly Reminder

A reminder that [Alberta Community Partnership](#) program funding is available under the Mediation and Cooperative Processes stream until February 3, 2025. Municipalities can apply for this funding to develop collaborative protocols and processes, to proactively manage conflict (through mediation, facilitation, or other dispute resolution alternatives to resolve intermunicipal conflict), to assist with intermunicipal negotiations, and to establish an agreed-upon process for collaboration.

Municipal Statistics

Municipal statistics are essential to understanding how municipalities are doing across the province. The Information Services (IS) Team is responsible for collecting, reporting, and analyzing information that is submitted into Municipal Affairs by any of Alberta's 332 municipalities and 74 regional service commissions.

Data submitted by municipalities include: Financial Information Returns (FIR) and tax reporting (TAX); municipal censuses; municipal elections data; and updates to the contact information for administrative and elected officials.

All data products published by the IS team can be accessed on-line through the [Municipal Data and Statistics](#) page. Should you notice a discrepancy in any of the publications or dashboards, please contact ma.updates@gov.ab.ca to reach a member of the IS team.

Municipal Affairs Indicator: On-Time Financial Reporting

Alberta Municipal Affairs produces 13 measures related to specific aspects of a municipality's governance, finances, or community. The following shows one of the municipal indicators for on time financial reporting. FIR and TAX information are due May 1 and July 1, respectively.

Financial information reported by municipalities is used to calculate the municipal indicators related to financial health. These indicators help identify where municipalities may face long-term viability challenges in the future.



Municipal Affairs on the Road

We hope to see you at:

- **RMA Convention: Edmonton, November 4-7**



Save the Date

- **February 3, 2025:** Deadline for applications for the [Mediation and Cooperative Processes](#) component.

Important dates in the MGA:

- **October 31, 2024:** Proclamation of MASAA
- **December 1, 2024:** Last day for a municipality to appeal to the Land and Property Rights Tribunal.
- **December 31, 2024:** Municipalities must submit the fourth quarterly installment to the Alberta School Foundation Fund or to a board. See section 162 of the *Education Act*.
- **December 31, 2024:** Last day to pass an interim operating and capital budget for next fiscal year.
- **December 31, 2024:** Last day for a municipality to pass a bylaw changing its number of councillors.
- **December 31, 2024:** Last day for a municipality to pass a bylaw changing the manner in which a municipality is divided into wards or changing the manner in which councillors are elected from wards.
- **December 31, 2024:** Last day for a city or town to pass a bylaw in which the chief elected official is appointed from among the councillors and specify the term of the appointment.

The statistics below are for the period from January 1 to September 1, 2024.

Municipal Financial Information Returns Received (n=332)



■ Received ■ Pending

As of September 1, 2024, 93 per cent of municipalities submitted their FIR to Municipal Affairs. On-time financial reporting is not only an indicator of the financial and administrative health of a municipality, but through the ministry's open data portal, it also ensures that Albertans have access to financial information about their municipality. This supports open and transparent local government.

RCS Financial Information Returns Received (n=74)



■ Received ■ Pending

As of September 1, 2024, all regional service commissions (RSCs) had submitted their FIR to Municipal Affairs.

Municipal Tax Rate Bylaws Received (n=332)



■ Received ■ Pending

As of September 1, 2024, 92 per cent of municipalities had submitted their tax rate bylaws to Municipal Affairs. Tax rate bylaws are due on July 1 each year and authorize the rates of taxation to be levied against assessable property within the municipality for the taxation year.

Program Overview: Advisory Team



Contact the Advisory Team:
ma.advisory@gov.ab.ca

Toll free by dialing 310-0000 followed by 780-427-2225.

Municipal Affairs' Advisory Team responds to inquiries and provides timely and relevant support to municipalities and Albertans on a wide range of topics, including municipal governance, administration, petitioning, by-elections, planning and development, finance, and taxation. This team responded to over 1,900 calls, emails, and requests in 2023/24 alone!


In addition to general support through telephone and email inquiries, the Advisory Team typically provides direct support to municipalities with unique needs, such as those with new chief administrative officers, to ensure they have the support needed to successfully meet legislative requirements and implement best practices.

Our advisors also develop online resources and deliver in-person and virtual training opportunities to municipal staff and councils on topics of relevance through MAATI or upon request, in collaboration with stakeholders such as the Alberta Municipal Tax Professionals Association and the Society of Local Government Managers. Municipal staff can contact the team to discuss their specific training needs.

A significant focus of the team in the coming months will be ensuring recent amendments to the *Local Authorities Election Act* are reflected in resources and training for returning office.

Recently updated resources:

- [Municipal Affairs Administrators' Training Initiative 2023 virtual session recordings](#)
- [2023 Municipal Affairs Population List](#)
- [Alberta Municipal Sustainability Strategy Self-Assessment Questionnaire](#)
- [Municipal data and statistics dashboards](#)
- [Recall of a municipal councillor handbook](#)

 Additional Resources