
MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

A

1. **A&P** **AGENDA AND PRIORITIES COMMITTEE**
 - ❑ A&P is chaired by the Premier and provides direction in the development of the strategic agenda for government.
www.alberta.ca/home/230.cfm
2. **AAA** **ALBERTA ASSESSORS' ASSOCIATION**
 - ❑ A professional association of Alberta-based property assessment professionals, whose members either hold the designation of Accredited Municipal Assessor of Alberta, or are working towards accreditation.
www.assessor.ab.ca
3. **AACBFT** **ALBERTA ADVISORY COMMITTEE ON BARRIER FREE TRANSPORTATION**
 - ❑ A committee of service providers and consumer, industry, and government representatives, which develops strategies for barrier-free local and intra-provincial transportation systems and pedestrian environments in Alberta.
4. **AACI** **ACCREDITED APPRAISER CANADIAN INSTITUTE**
 - ❑ The highest professional designation granted by the Appraisal Institute of Canada.
5. **AAMDC** **ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS AND COUNTIES**
 - ❑ An association of elected rural councils representing the interests of rural Albertans.
www.aamdc.com
6. **AAMS** **ALBERTA ARBITRATION AND MEDIATION SOCIETY**
 - ❑ A group that promotes appropriate conflict management and provides educational and dispute resolution services for the public.
www.aams.ab.ca
7. **AAF** **ALBERTA AGRICULTURE AND FORESTRY**
 - ❑ A department of the Government of Alberta.
www.agric.gov.ab.ca
8. **AANDC** **ABORIGINAL AFFAIRS AND NORTHERN DEVELOPMENT CANADA**
 - ❑ A department of the Government of Canada.
www.aandc-aadnc.gc.ca
9. **AB DLAN** **ALBERTA DISASTER LOCAL AREA NETWORK**

The incident management application used in the Provincial Operations Centre to support the development of shared situational awareness through the creation of a Common Operating Picture.
10. **ABC** **AGENCIES, BOARDS AND COMMISSIONS**
11. **ABC** **ALBERTA BUILDING CODE**
12. **ABCP** **ASSOCIATE BUSINESS CONTINUITY PROFESSIONAL**
 - ❑ A designation awarded by the Disaster Recovery Institute upon successful completion of its certification examination.
www.dri.ca/CERTIFICATION/certification.asp
13. **ABOA** **ALBERTA BUILDING OFFICIALS ASSOCIATION**
 - ❑ A non-profit association created to promote the use and understanding of building codes and standards and to demonstrate the effectiveness of code enforcement by municipalities.
www.aboa.ab.ca

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14. **ABSA** **ALBERTA BOILERS SAFETY ASSOCIATION**
□ A delegated administrative organization responsible for the administration and delivery of safety programs for boilers and pressure vessels in Alberta.
www.absa.com
15. **ACA** **ALBERTA CONSERVATION ASSOCIATION**
□ Alberta Conservation Association protects and enhances wildlife, fish, and habitat in Alberta for all Albertans to enjoy, value, and use.
www.ab-conservation.com
16. **ACCA** **ALBERTA CONTINUING CARE ASSOCIATION**
17. **ACCAT** **ALBERTA CLIMATE CHANGE ADAPTATION TEAM**
□ This team co-ordinates and guides adaptation initiatives by Alberta government ministries in accordance with Alberta's Climate Change Adaptation Strategy, which is part of Alberta's Climate Change Action Plan.
18. **ACCG** **ABORIGINAL CONSULTATION CO-ORDINATION GROUP**
□ A multi-departmental advisory group whose mandate is to co-ordinate cross-ministry policy implementation, task management, and evaluation of the Government of Alberta's First Nations Consultation Policy on Land Management and Resource Development, and to develop a consistent cross-ministry approach to Crown consultation with Aboriginal communities.
www.aboriginal.alberta.ca/573.cfm
19. **ACFA** **ALBERTA CAPITAL FINANCE AUTHORITY**
□ The ACFA provides local entities with financing for capital projects.
www.acfa.gov.ab.ca
20. **ACICR** **ALBERTA CENTRE FOR INJURY CONTROL AND RESEARCH**
□ The ACICR is a provincial organization committed to advancing the impact of prevention, emergency response, treatment, and rehabilitation of injuries in Alberta. The centre is an internationally designated Affiliate Support Centre of the World Health Organization Safe Community Network.
www.acicr.ca
21. **ACTCMP** **ALBERTA COUNTER-TERRORISM CRISIS MANAGEMENT PLAN**
□ A plan that assesses the level of threat to Alberta, identifies Alberta critical infrastructure, facilitates response plans, and engages an Emergency Notification System, if necessary. The responsibility for the ACTCMP was transferred to Alberta Solicitor General and Public Security, in April 2007.
22. **ADM** **ASSISTANT DEPUTY MINISTER**
□ As members of the ministry's executive team, our ADMs provide advice and support to the Deputy Minister.
23. **ADOA** **ALBERTA DEVELOPMENT OFFICERS ASSOCIATION**
□ An organization formed by municipal development officers to promote standards and learning amongst municipal planning staff.
www.adoa.net
24. **ADR** **APPROPRIATE DISPUTE RESOLUTION**
□ The practice of resolving conflict or disputes through non-adversarial means, employing interest-based methods, such as mediation.
www.municipalaffairs.alberta.ca/documents/LGS/MDRS_5_Yr_Report_v1.pdf
25. **AEA** **ALBERTA EMERGENCY ALERT**
□ An electronic system designed to provide critical, life-saving information to Albertans through radio, television, phone, or internet when emergencies or disasters occur.

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26. **AEP** **ALBERTA ENVIRONMENT AND PARKS**
□ A department of the Government of Alberta.
www.environment.alberta.ca
27. **AEDARSA** **ALBERTA ELEVATING DEVICES AND AMUSEMENT RIDES SAFETY ASSOCIATION**
□ A delegated administrative organization responsible for the delivery and administration of safety programs for elevating devices, amusement rides, and passenger ropeways (ski lifts).
www.aedarsa.com
28. **AEMA** **ALBERTA EMERGENCY MANAGEMENT AGENCY**
□ An agency within the Ministry of Municipal Affairs that leads the co-ordination of all organizations involved in the prevention of, preparedness for, and response to disasters and emergencies.
www.aema.alberta.ca/ab_index.cfm
29. **AEP** **ALBERTA EMERGENCY PLAN**
□ Required by the Government Emergency Management Regulation, the AEP includes a description of the Alberta emergency management system, the Government of Alberta Business Continuity Plan, and any required hazard specific plan; the roles and responsibilities of departments and emergency management partners, generally in the Alberta emergency management system, and specifically in the preparation, implementation, and maintenance of plans required by departments and local authorities; and the procedures for the co-ordination of emergencies.
30. **AER** **ALBERTA ENERGY REGULATOR**
□ The single regulator of energy development in Alberta.
31. **AESM** **ALBERTA EMERGENCY SERVICES MEDAL**
□ A medal recognizing at least 12 years of service with one or more Alberta municipal emergency service, the AEMA, or Sustainable Resource Development.
32. **AFCA** **ALBERTA FIRE CHIEFS ASSOCIATION**
□ An association created to promote, support, and facilitate fire protection and related emergency services.
www.afca.ab.ca
33. **AFFA** **ALBERTA FIREFIGHTERS ASSOCIATION**
□ The Alberta Fire Fighters Association represents 17 locals comprised of approximately 3500 professional fire fighters.
www.albertafirefighters.com
34. **AFGA** **ALBERTA FISH AND GAME ASSOCIATION**
□ The Alberta Fish and Game Association is a volunteer-based, not-for-profit charitable organization that advocates the common interests of ethical hunters, anglers, and outdoor enthusiasts.
www.afga.org
35. **AFPA** **ALBERTA FOREST PRODUCTS ASSOCIATION**
□ A non-profit group that represents Alberta wood product manufacturing companies.
www.albertaforestproducts.ca/
36. **AFR** **APPLICATION FOR REVIEW**

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37. **AFSA** **ALBERTA FIRE SAFETY ASSOCIATION**
□ An association of business people in the fire protection services industry who work to gather and disseminate information and ideas that will improve fire protection and increase the competence of the fire protection industry.
<http://www.albertafire.com/>
38. **AG** **AUDITOR GENERAL**
□ See OAG.
39. **AGM** **ANNUAL GENERAL MEETING**
□ A major meeting held by an organization or business once a year to report on the year's events, hold elections, etc. Generally required by the organization's constitution bylaws.
40. **AHCIP** **ALBERTA HEALTH CARE INSURANCE PLAN**
□ The provincial health care plan.
www.health.alberta.ca/health-care-insurance-plan.html
41. **AHS** **ALBERTA HEALTH SERVICES**
□ The provincewide, fully integrated health system that delivers health care programs and services to Albertans.
www.albertahealthservices.ca
42. **AH** **ALBERTA HEALTH**
□ A department of the Government of Alberta.
www.health.gov.ab.ca
43. **AITF** **ALBERTA INNOVATES TECHNOLOGY FUTURES**
□ Tech Futures is a new organization that is transforming the way research and innovation happens in Alberta.
www.albertatechfutures.ca/
44. **AIC** **APPRAISAL INSTITUTE OF CANADA**
□ A professional association of Canadian real property valuers.
www.aicanada.ca
45. **AIFPA** **ALBERTA INDUSTRIAL FIRE PROTECTION ASSOCIATION**
□ The AIFPA was formed in 1989 to promote awareness of industrial fire protection through information sharing and joint problem solving to minimize damage, loss and injury throughout the industry in the Province of Alberta.
www.aifpa.org/
46. **AISH** **ASSURED INCOME FOR THE SEVERELY HANDICAPPED**
47. **AIT** **AGREEMENT ON INTERNAL TRADE**
□ An undertaking among the 13 federal, provincial, and territorial governments in Canada (signed prior to the creation of Nunavut) to ensure a more open, accessible, and stable domestic market.
www.strategis.ic.gc.ca/epic/site/ait-aci.nsf/en/Home
48. **ALPAS** **ALBERTA LINEAR PROPERTY ASSESSMENT SYSTEM**
□ An information system operated by Municipal Affairs that administers assessments for all linear properties, including oil and gas wells, pipelines, electric power systems, telecommunication systems, and cable television systems.
49. **ALPS** **ALBERTA LIVESTOCK PROTECTION SYSTEM**
□ A system supported by AARD to promote the responsible and humane care of livestock in Alberta.
www.afac.ab.ca/alps.htm

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50. **ALSA** **ALBERTA LAND STEWARDSHIP ACT**
□ The Act creates the legal authority to implement the Land-use Framework.
www.landuse.alberta.ca/AlbertaLandStewardshipAct/Default.aspx
51. **ALTA** **ALBERTA LIBRARIES TRUSTEES ASSOCIATION**
ALTA represents the library boards and trustees that govern public libraries in Alberta. It is a collective voice for library trustees across Alberta and promotes effective library service and leadership through training, resources, communication, and advocacy.
www.librarytrustees.ab.ca
52. **AMAA** **ACCREDITED MUNICIPAL ASSESSOR OF ALBERTA**
□ The professional designation granted by the Alberta Assessors' Association.
53. **AMIP** **ALBERTA MUNICIPAL INFRASTRUCTURE PROGRAM**
□ A grant program, administered by Alberta Transportation, to help municipalities address their municipal capital infrastructure needs.
54. **AMSC** **ALBERTA MUNICIPAL SERVICES CORPORATION**
□ A solutions-based company, successfully delivering innovative services to municipalities, municipally related organizations, and their employees for more than 40 years.
www.auma.ca/
55. **ANHWP** **ALBERTA NEW HOME WARRANTY PROGRAM**
□ An independent, non-profit new home warranty provider serving approximately 700 Builder Members – the very best of Alberta's best homebuilding companies.
www.anhwp.com/
56. **AOWMA** **ALBERTA ONSITE WASTEWATER MANAGEMENT ASSOCIATION**
□ An industry association to protect the health and safety of Albertans by improving the training, certification, and practices within the private sewage industry.
www.aowma.com
57. **APC** **ALBERTA PURCHASING CONNECTION**
□ Alberta's official electronic tendering system to advertise and distribute related solicitation documents from Government of Alberta and Alberta MASH sector purchasing opportunities.
www.purchasingconnection.ca/
58. **APEGA** **ASSOCIATION OF PROFESSIONAL ENGINEERS, AND GEOSCIENTISTS OF ALBERTA**
□ APEGA has regulated the practice of engineering and geoscientists in Alberta since 1920.
www.apegga.com
59. **APHAA** **ALBERTA PUBLIC HOUSING ADMINISTRATORS' ASSOCIATION**
60. **APPI** **ALBERTA PROFESSIONAL PLANNERS INSTITUTE**
□ The professional association of private and public sector land-use planners and academics practicing in Alberta, the Northwest Territories, and Nunavut.
www.albertaplanners.com
61. **APWA** **ALBERTA PUBLIC WORKS ASSOCIATION**
□ An association that provides a forum in which public works professionals can exchange ideas, improve professional competency, increase the performance of their agencies and companies, and bring important public works-related topics to public attention in local, provincial, and federal arenas.
www.publicworks.ca

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62. **AR** **ACTION REQUEST**
□ A request made through ARTS, at any level of the ministry, for an action involving documentation, including briefings, speaking notes, ministerial orders, and draft letters, memos and MLA responses.
63. **AR** **ALBERTA REGULATION**
□ A regulation enacted in Alberta, (i) in the execution of a power conferred by or under the authority of a legislative Act, or (ii) by or under the authority of the Lieutenant Governor in Council (less formally, a “regulation” – see “REG”).
www.justice.gov.ab.ca/publications/legislative_process/legislative_process_manual.pdf
64. **ARB** **ASSESSMENT REVIEW BOARD**
□ Assessment review boards are established by municipalities, under the *Municipal Government Act*, to hear complaints on property assessment decisions.
65. **ARC** **ALBERTA RECORDS CENTRE**
□ This centre provides Government of Alberta departments with services such as: inactive records transportation, storage and retrieval services, management of records destruction, and transfer of records for preservation at the Provincial Archives of Alberta
66. **ARHCA** **ALBERTA ROADBUILDERS AND HEAVY CONSTRUCTION ASSOCIATION**
□ The ARHCA is the largest heavy construction association in Canada. It represents contractors who work on the construction and rehabilitation of highways, municipal roads, bridges, sewer, and water projects, as well as the suppliers (such as equipment dealers, finance companies, aggregate suppliers, law firms, etc.), and consulting engineers who work with them.
67. **ARMA** **ASSOCIATION OF RECORDS MANAGERS AND ADMINISTRATORS**
□ A non-profit association of records managers and administrators in the records and information management field (note: both acronym and full name have been replaced with “ARMA International”).
www.arma.org
68. **ARMAA** **ALBERTA RURAL MUNICIPAL ADMINISTRATORS’ ASSOCIATION**
□ This association advocates the interests of rural municipal government from an administrative perspective.
www.armaa.ca
69. **ARMC** **ALBERTA RECORDS MANAGEMENT COMMITTEE**
□ Reporting to Service Alberta, this committee conducts reviews for the Government of Alberta Records Management Program.
www.im.gov.ab.ca/rm/pdf/RecordsMgmtActionPlan.pdf
70. **ARPA** **ALBERTA RECREATION AND PARKS ASSOCIATION**
□ A group that encourages recreation, as a means for enhancing individual well-being and community vitality, by focusing on meeting citizen/community/consumer needs in Alberta.
www.arpaonline.ca
71. **ARTS** **ACTION REQUEST TRACKING SYSTEM**
□ A web-enabled electronic tracking system to facilitate the assigning and tracking of ARs in GOA ministries.

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72. **ASB** **AGRICULTURAL SERVICE BOARD**
□ An advisory body for municipal councils and the Minister of Agriculture and Rural Development for matters of mutual concern, such as: improving economic viability; developing and promoting agricultural policies; and the promotion, enhancement and protection of viable and sustainable agriculture.
73. **ASB** **ASSESSMENT SERVICES BRANCH**
□ A branch in the Municipal Assessment and Grants Division of Municipal Affairs.
www.municipalaffairs.alberta.ca/1958
74. **ASBA** **ALBERTA SCHOOL BOARDS ASSOCIATION**
□ An association providing direct services, such as legal counsel and labour relations and management consultants to school boards for advice and assistance with local board issues and challenges.
www.asba.ab.ca
75. **ASC** **ADMINISTRATIVE SERVICES COUNCIL**
□ The council leads the development and adoption of strategies to address administrative services issues and opportunities, leverage relationships, support members, and strengthen the administrative community to facilitate the achievement of Government of Alberta goals.
www.adminservices.gov.ab.ca
76. **ASCHA** **ALBERTA SENIOR CITIZENS' HOUSING ASSOCIATION**
□ A voluntary, non-profit association that represents and provides services to all types of congregate seniors housing operators in Alberta.
www.ascha.com
77. **ASERT** **ALBERTA ENVIRONMENT SUPPORT AND EMERGENCY RESPONSE TEAM**
□ Alberta Environment's team that conducts planning and response for environmental issues for the GOA.
www.environment.alberta.ca/2860.html
78. **ASET** **ASSOCIATION OF SCIENCE AND ENGINEERING TECHNOLOGICAL PROFESSIONALS OF ALBERTA**
□ A professional organization for engineering technicians and technologists. Its primary functions are to issue professional credentials, accredit training programs at Alberta colleges and technical institutes, and offer members, the public and the technical community a variety of services and benefits.
www.aset.ab.ca
79. **ASFF** **ALBERTA SCHOOL FOUNDATION FUND**
□ Property tax revenue for education is collected from municipalities and deposited in the ASFF for reallocation to school boards.
80. **ASGA** **ALBERTA SAND AND GRAVEL ASSOCIATION**
□ The ASGA represents the interests of Alberta sand and gravel operators on key industry-related issues and proposed regulatory changes while promoting and educating today's aggregate consumers.
81. **ASHC** **ALBERTA SOCIAL HOUSING CORPORATION**
□ Is an entity of the Crown established under the authority of the *Alberta Housing Act*. The Corporation operates as an administrative entity for holding housing assets and administering housing programs.
82. **ASIRT** **THE ALBERTA SERIOUS INCIDENT RESPONSE TEAM**
□ Ensures excellence and independence in the investigation of matters referred by the Director of Law Enforcement.
www.solgps.alberta.ca/.../ASIRT/Pages/default.aspx

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83. **ASSET** **ASSESSMENT SHARED SERVICES ENVIRONMENT**
□ A system that provides for the reporting of accurate property assessment data on a timely basis.
84. **ASSIST** **ALBERTA SECURITY AND STRATEGIC INTELLIGENCE SUPPORT TEAM**
□ A Solicitor General and Public Security team that collects, collates and disseminates intelligence that pertains to critical infrastructure in Alberta.
85. **ASVA** **ASSOCIATION OF SUMMER VILLAGES OF ALBERTA**
□ An association of the summer villages of Alberta.
www.albertasummervillages.org/default.html
86. **AT** **ALBERTA TRANSPORTATION**
□ A department of the Government of Alberta.
www.transportation.alberta.ca
87. **AUC** **ALBERTA UTILITIES COMMISSION**
□ A quasi-judicial agency of the Alberta government responsible for the delivery of Alberta's utility services in a manner that is fair, responsible, and in the public interest.
www.auc.ab.ca
88. **AUMA** **ALBERTA URBAN MUNICIPALITIES ASSOCIATION**
□ An association of elected officials that works towards the general improvement of urban municipal government and administration in Alberta.
www.auma.ca/
89. **AVPA** **AIRPORT VICINITY PROTECTION AREA**
□ An area established by regulation to ensure that future development in adjacent communities is compatible with airport operations.
90. **AWC** **ALBERTA WATER COUNCIL**
□ A multi-stakeholder partnership founded in 2004 composed of 25 members from governments, industry, and non-government organizations. Its primary task is to monitor and steward implementation of the Alberta's Water for Life strategy and to champion achievement of the strategy's three outcomes of a safe, secure drinking water supply, healthy aquatic ecosystems, and reliable, quality water supplies for a sustainable economy.
www.albertawatercouncil.ca
91. **AWNA** **ALBERTA WEEKLY NEWSPAPER ASSOCIATION**
□ The AWNA has 120 member newspapers throughout Alberta and the Northwest Territories, with a combined verified circulation of 634,995.
www.awna.com
92. **AWR** **AIR WEAPONS RANGE**
93. **AWWOA** **ALBERTA WATER AND WASTEWATER OPERATORS ASSOCIATION**
□ An association that works to encourage the best possible operation of water and wastewater facilities and contributes to the training, certification and standard of proficiency for those working in the water and wastewater field.
www.awwoa.ab.ca
- B**
94. **BAP** **BIODIVERSITY ACTION PLAN**
□ A cross-ministry initiative to address biodiversity management in Alberta.

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95. **BAR** **BUILDING ASSESSMENT REPORT**
□ A requirement for condominium developments under the *New Home Buyer Protection Act*.
www.municipalaffairs.alberta.ca/home_warranties_registrar_bullentins
96. **BCP** **BUSINESS CONTINUITY PLAN**
□ A plan that ensures essential government programs or services can continue to be delivered, or can be recovered efficiently, following a disruption. The plan identifies the resources required to ensure continuity or recovery is achievable within acceptable timeframes.
97. **BCR** **BAND COUNCIL RESOLUTION**
□ A written decision made by a First Nations Council. The decision is made during a council meeting and must have the support of the majority of council members. Specific to emergency management is First Nation Communities use a Band Council Resolution as opposed to a State of Local Emergency.
98. **BEM** **BASIC EMERGENCY MANAGEMENT**
□ A course to introduce participants to the practices and concepts of emergency management.
99. **BMTG** **BASIC MUNICIPAL TRANSPORTATION GRANT**
100. **BN** **BRIEFING NOTE**
□ A document that provides background and advice on an issue.
101. **BOMA** **BUIDING OWNERS AND MANAGERS ASSOCIATION**
102. **BOP** **BRANCH OPERATIONAL PLAN**
□ A plan for each branch in the ministry that breaks down the activities that support business plan goals and strategies.
103. **BP** **BUSINESS PLAN**
□ A document prepared by each Alberta government department outlining plans for achieving its goals for the next three years, including performance measures for each goal.
www.finance.alberta.ca/publications/measuring/minbus.html
104. **BPC** **BUSINESS PLAN COMMITTEE**
□ Ministry committee with representatives from all divisions and branches, who develop the business plan and report on performance plan and performance measures.
105. **BRZ** **BUSINESS REVITALIZATION ZONE**
□ A council can establish a BRZ to improve, beautify and maintain property; develop, improve or maintain public parking and/or promote the zone as a business or shopping area.
106. **BSE** **BOVINE SPONGIFORM ENCEPHALOPATHY**
□ A disease found in cattle, also known as "Mad Cow Disease."
107. **CA** **CHARTERED ACCOUNTANT**
□ A professional accounting designation.
108. **CAE** **CERTIFIED ASSESSMENT EVALUATOR**
□ The International Association of Assessing Officers designation that recognizes competency in a wide range of matters covering property valuation for tax purposes, property tax administration, and property tax policy.

C

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- 109. CAFC** **CANADIAN ASSOCIATION OF FIRE CHIEFS**
□ The CAFC, which leads and represents the Canadian Fire Service on public safety issues, works to reduce the loss of life and property from fire, and advance the science and technology of the fire and emergency service in Canada.
www.cafc.ca
- 110. CAMA** **CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS**
□ National association of municipal administrators.
www.camacam.ca
- 111. CAMA** **COMPUTER ASSISTED MASS APPRAISAL**
□ Computer systems used by assessors to prepare property assessments using mass appraisal technology.
- 112. CANUTEC** **CANADIAN TRANSPORT EMERGENCY CENTRE**
□ A national advisory centre operated by Transport Canada to assist emergency response personnel in handling dangerous goods emergencies.
www.tc.gc.ca/canutec/en/menu.htm
- 113. CAO** **CHIEF ADMINISTRATIVE OFFICER**
□ The top administrative official in a municipality, whose responsibilities include ensuring that the municipality's policies and programs are implemented, advising and informing the council on the operation of the municipality, performing other duties assigned by the council and ensuring staffing is in place.
- 114. CAPL** **COMMUNITY AGGREGATE PAYMENT LEVY**
□ Refers to a levy under the CAPL Regulation.
- 115. CAPP** **CANADIAN ASSOCIATION OF PETROLEUM PRODUCERS**
□ An association that works to enhance the economic well-being and sustainability of the Canadian upstream petroleum industry in a socially, environmentally and technically responsible manner.
www.capp.ca/Pages/default.aspx#syIKwNyg91xz
- 116. CARB** **COMPOSITE ASSESSMENT REVIEW BOARD**
□ An assessment review board consisting of one member appointed by the Minister of Municipal Affairs and two appointed by the municipality. Refer to the MRAC Regulation for the matters a CARB can hear.
www.municipalaffairs.alberta.ca/1532.cfm
- 117. CAS** **CLEAN AIR STRATEGY**
□ A Government of Alberta cross-ministry initiative to address air quality management in Alberta.
www.casahome.org/Projects/CompletedProjects/CleanAirStrategy.aspx
- 118. CASA** **CLEAN AIR STRATEGIC ALLIANCE**
□ A multi-stakeholder partnership, established in 1994, and composed of representatives selected by industry, government and non-government organizations to deal with the air quality management system for Alberta. A Government of Alberta cross-ministry initiative to address air quality management in Alberta.
www.casahome.org/Home.aspx
- 119. CB** **CAPACITY BUILDING**
- 120. CBA** **COLLECTIVE BARGAINING AGREEMENT**

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- 121. CBCP** **CERTIFIED BUSINESS CONTINUITY PROFESSIONAL**
❑ Designation awarded by the Disaster Recovery Institute (DRI) to those who successfully complete the DRI Certification examination and meet the required criteria based on proven experience.
- 122. CBRN/
CBRNE** **CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR (AND EXPLOSIVE)**
❑ CBRNE events involve the uncontrolled release of chemicals, biological agents or radioactive contamination into the environment, or explosions that cause widespread damage. CBRNE events can be caused by accidents or by terrorist acts.
- 123. CCBFC** **CANADIAN COMMISSION ON BUILDING AND FIRE CODES**
❑ Develops and maintains six of Canada's model construction and fire codes and oversees the work of several standing committees, special purpose committees and task groups.
www.nationalcodes.ca/eng/ccbfc/commission.shtml
- 124. CCEMO** **CANADIAN COUNCIL OF EMERGENCY MANAGEMENT ORGANIZATIONS**
❑ An association of all provincial and territorial emergency management heads.
- 125. CCFMFC** **CANADIAN COUNCIL OF FIRE MARSHALS AND FIRE COMMISSIONERS**
❑ Advises on and promotes legislation, policy and procedures pertinent to fire protection and safety, monitors fire statistics and trends, and provides advice to accredited agencies involved in the certification and testing of fire protection equipment and materials. This is a collection of provincial and territorial fire safety regulators and includes a representative from Department of National Defence (DND).
- 126. CCMC** **CANADIAN CONSTRUCTION MATERIALS CENTRE**
❑ Canada's leading construction materials evaluation agency serving manufacturers and distributors of innovative products, systems and services.
www.irc.nrc-cnrc.gc.ca/ccmc/index_e.html
- 127. CCO** **CABINET COORDINATION OFFICE**
- 128. CCRG** **CONSTRUCTION COST REPORTING GUIDE**
❑ A guide used to report the actual costs of both direct and indirect contractor expenditures in the construction of a facility.
- 129. CEM** **CERTIFIED EMERGENCY MANAGER**
❑ A CEM has the knowledge, skills and ability to effectively manage a comprehensive emergency management program.
www.iaem.com/certification/generalinfo/cem.htm
- 130. CEMP** **COMMUNITY EMERGENCY MANAGEMENT PROGRAM**
❑ The name for a new online product that has been developed for the Alberta Emergency Management Agency (AEMA). CEMP is an easy to use program that provides an automated process for helping Alberta's Communities assess their emergency preparedness, do risk assessments, collaborate with AEMA Field Officers, facilitate corrective action through a streamlined process to create Emergency Plans to respond to an emergency or disaster as required by current legislation (Emergency Management Act). It also provides a repository of support materials and templates to create and maintain Emergency Plans up to date with AEMA's recommendations.

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- 131. CEMS** **CUMULATIVE EFFECTS MANAGEMENT STRATEGY**
□ One of the seven strategies contained within the Land-use Framework. The strategy will develop a process to assist land-use planning and decision-making based on balancing environmental factors with economic and social considerations.
www.landuse.alberta.ca
- 132. CEO** **CHIEF ELECTED OFFICIAL**
□ The head of a municipal government, more commonly referred to as mayor or reeve.
- 133. CEO** **CHIEF EXECUTIVE OFFICER**
□ The highest-ranking executive in a company or organization, responsible for carrying out the policies of the board of directors on a day-to-day basis.
- 134. CEP** **CONSERVATION, EFFICIENCY AND PRODUCTIVITY**
□ An Alberta Water Council project on sector planning for water CEP. The sectors currently developing plans are Urban Municipalities, Irrigation, Forestry, Oil and Gas and Oil Sands Mining, Power Generation, Downstream Petroleum Products, Chemical Producers. Rural municipalities are also considering developing a CEP plan.
www.albertawatercouncil.ca
- 135. CEPA** **CANADIAN ENERGY PIPELINE ASSOCIATION**
□ Represents Canada's transmission pipeline companies.
www.cepa.com
- 136. CFO** **CHIEF FINANCIAL OFFICER**
□ The officer who administers all financial affairs of a municipality to: ensure accurate overall financial records and prompt payment of bills, provide financial reports and analysis to the city manager or municipal council, and assist the city manager with budgetary matters.
- 137. CFO** **CONFINED FEEDING OPERATIONS**
□ An activity on land that is fenced or enclosed or within buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing, but does not include seasonal feeding and bedding sites.
www1.agric.gov.ab.ca/general/progserv.nsf/all/pgmsrv212
- 138. CFSETCC** **CANADIAN FIRE SERVICE EDUCATION TRAINING CERTIFICATION COUNCIL**
a Sub-Council of CCFMFC charged with developing national uniformity in Fire Training Standards.
- 139. CGA** **CERTIFIED GENERAL ACCOUNTANT**
□ A professional accounting designation for experts who may be working in industry, commerce, finance, government or public practice.
www.cga.org
- 140. CGCT** **CROSS GOVERNMENT CO-ORDINATION TEAM**
□ A GOA team involving departments that provide corporate services which may be activated during a multi-departmental business disruption to minimize the impact of the disruption on the delivery of essential services.
- 141. CGI** **COLLABORATIVE GOVERNANCE INITIATIVE**
- 142. CHBA** **CANADIAN HOME BUILDERS' ASSOCIATION**
- 143. CHR** **CORPORATE HUMAN RESOURCES**
□ A department of the Government of Alberta.
www.alberta.ca/home/160.cfm?PageID=Human%20Resources%20%2F%20Personnel
- 144. CHRA** **CANADIAN HOUSING AND RENEWAL ASSOCIATION**

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 145. CHRNet** **CANADIAN RISK AND HAZARD NETWORK**
- ❑ A not-for-profit organization that was established in 2003 in response to a growing demand to promote and strengthen disaster risk reduction and emergency management in Canada. The network creates an environment in which the hazards research, education and emergency management practitioner communities can effectively share knowledge and innovative approaches that reduce disaster vulnerability.
- <http://host.jibc.ca/crhnet/index.htm>
- 146. CI** **CRITICAL INFRASTRUCTURE**
- ❑ Essential facilities or assets that, if disrupted or destroyed, would have a serious impact on the safety and well-being of the citizens of Alberta.
- 147. CIA** **CHIEF INTERNAL AUDITOR**
- ❑ The head of internal audits for the Government of Alberta.
- 148. CIC** **CO-ORDINATION AND INFORMATION CENTRE**
- ❑ The 24/7 call centre run by Alberta Transportation - Dangerous Goods to answer calls and forward events to the AEMA, Dangerous Goods, Alberta Environment, and the Energy Resources Conservation Board.
- www.transportation.alberta.ca/735.htm
- 149. CICA** **CANADIAN INSTITUTE OF CHARTERED ACCOUNTANTS**
- ❑ The representative organization for members and students of the chartered accountant designation. CICA researches business issues and supports the setting of accounting and assurance standards.
- www.cica.ca
- 150. CIFFC** **CANADIAN INTERAGENCY FOREST FIRE CENTRE**
- ❑ Provides operational wildland fire-control services, and management and information services to its member agencies.
- www.cifc.ca/
- 151. CIO** **CHIEF INFORMATION OFFICER**
- ❑ A senior executive responsible for the dissemination or control of information management systems. In government, this is usually the top systems person in a department.
- 152. CIP** **CANADIAN INSTITUTE OF PLANNERS**
- ❑ A collaborative national federation that advances professional planning excellence through the delivery of membership and public services in Canada and abroad. It is the national professional institute and certification body for the planning profession in Canada.
- www.cip-icu.ca
- 153. CISO** **CHIEF INFORMATION SECURITY OFFICER**
- ❑ The CISO defines security policies, strategies and tactical operating processes, procedures and standards.
- 154. CLGM** **CERTIFIED LOCAL GOVERNMENT MANAGER**
- ❑ The designation for professional local government managers as recognized by the Society of Local Government Managers.
- www.clgm.net
- 155. CM** **CRISIS MANAGEMENT**
- ❑ Actions required to mitigate and prepare for a human-induced intentional threat through co-operation between local, provincial and federal authorities and the private sector.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 156. CMA** **CERTIFIED MANAGEMENT ACCOUNTANT**
□ An accounting designation for experts in the field of management accounting.
www.cma-alberta.com
- 157. CMC** **CONTINUITY MANAGEMENT CENTRE**
□ The centre of co-ordination for members of the Cross-Government Co-ordination Team as they assist ministries in planning and responding to emergency events to minimize impacts to essential services.
- 158. CMHC** **CANADA MORTGAGE AND HOUSING CORPORATION**
- 159. CMO** **CONSEQUENCE MANAGEMENT OFFICER**
□ Designation for ministry staff appointed to the POC to conduct cross-government planning and, when the POC is activated, planning for response and recovery operations.
- 160. CMP** **CALGARY METROPOLITAN PLAN**
□ A regional land-use plan developed by the Calgary Regional Partnership.
www.calgaryregion.ca/crp/projects/projects/calgary-metropolitan-plan.aspx
- 161. CMS** **CONTRACT MANAGEMENT SYSTEM**
□ The various systems of contract management within government departments.
- 162. COMPASS** **CO-ORDINATED OPERATIONAL MINISTRY PLANNING AND STRATEGIC SYSTEM**
□ The ministry operational planning system used to track progress on achieving the goals and strategies outlined in the business plan.
- 163. COPR** **COMMON OPERATING PICTURE REPORT**
□ A report of relevant (operational) information to inform and facilitate collaborative planning and achieve situational awareness.
- 164. COPTER** **COMMUNITY ORGANIZATION PROPERTY TAX EXEMPTION REGULATION**
□ Regulation under the *Municipal Government Act* that provides property tax exemptions to qualifying properties held by non-profit organizations.
- 165. CPA** **CERTIFIED PROFESSIONAL ACCOUNTANT**
□ A professional accounting designation.
- 166. CPAA** **COMMUNITY PLANNING ASSOCIATION OF ALBERTA**
□ A volunteer-based organization including municipal elected officials, professional planners and citizens dedicated to the promotion of community planning in Alberta.
www.cpaabiz.com
- 167. CPABN** **CANADIAN PROPERTY ASSESSMENT BENCHMARKING NETWORK**
□ A Canada-wide group of assessors involved in the advancement of property assessment policies and practices of member organizations through sharing ideas and information, and gaining a national perspective.
- 168. CPC** **CABINET POLICY COMMITTEE**
□ Cabinet Policy Committees review and make recommendations on policies, programs and legislation; monitor existing programs, services and legislation; and review the budgetary implications of each proposal as well as implementation and communications strategies. Municipal Affairs' matters are reviewed by the Community Services CPC.
www.alberta.ca/home/229.cfm

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 169. CPG** **CONSTRUCTION PERFORMANCE GUIDE**
□ The Construction Performance Guide *for New Home Warranty in Alberta* is one of a number of resources created to support the implementation of the *New Home Buyer Protection Act* by providing information and guidance to the general public, as well as homeowners, home buyers, builders, warranty providers, and other stakeholders involved in the construction and sale of homes.
www.municipalaffairs.alberta.ca/home_warranties_performance_guide
- 170. CPPI** **CANADIAN PETROLEUM PRODUCTS INSTITUTE**
□ Industry association representing Canadian petroleum producers.
www.cppei.ca
- 171. CPTA** **CANADIAN PROPERTY TAX ASSOCIATION**
□ A national organization providing a forum for the exchange of ideas and information on both commercial and industrial property tax issues in Canada.
www.cpta.org
- 172. CPTED** **CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN**
- 173. CR** **CABINET REPORT**
- 174. CRA** **CANADIAN RESIDENTIAL APPRAISER**
□ Appraisal Institute of Canada designates members qualified in the appraisal and valuation of individual undeveloped residential dwelling sites and dwellings containing not more than four self-contained family housing units.
- 175. CRCAG** **CALGARY RIVER COMMUNITIES ACTION GROUP**
- 176. CRHC** **CAPITAL REGION HOUSING CORPORATION**
- 177. CRISP** **COMPREHENSIVE REGIONAL INFRASTRUCTURE SUSTAINABILITY PLAN**
□ A new long-term and collaborative approach to planning infrastructure in Alberta's three oil sands areas. Each plan will establish a long-term blueprint for future infrastructure development based on possible future oil sands production rates and associated population growth, and will enhance the way provincial and municipal governments work and plan together.
www.treasuryboard.alberta.ca/1211.cfm
- 178. CRB** **CAPITAL REGION BOARD**
□ The CRB consists of mayors and reeves from the 24 municipalities in the Alberta Capital Region, and was established to develop a growth management plan for that region.
www.municipalaffairs.alberta.ca/Capital_Region_Board.cfm
- 179. C-REPP** **CAPITAL REGIONAL EMERGENCY PREPAREDNESS PARTNERSHIP**
□ A project in response to recommendations from the 1998-2000 Capital Region Governance Review, the C-REPP is a mechanism for sharing protocol, training and technology information among municipal, industry and non-governmental partners.
- 180. CRGP** **CAPITAL REGIONAL GROWTH PLAN**
□ The metropolitan plan developed by the Capital Region Board.
www.capitalregionboard.ab.ca/capital-region-growth-plan
- 181. CRL** **COMMUNITY REVITALIZATION LEVY**
□ The Lieutenant Governor in Council may, by regulation, establish a revitalization area where a levy may be applied to fund a public infrastructure program that will facilitate the reclamation, redevelopment and revitalization of an underdeveloped municipal area.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 182. CRP** **CALGARY REGIONAL PARTNERSHIP**
□ A voluntary partnership of 15 municipalities and one First Nation to work on issues that cross their respective boundaries.
www.calgaryregion.ca/crp/
- 183. CRSC** **CITY-REGION STUDIES CENTRE**
□ A University of Alberta research unit that engages with communities to explore the nature of towns, cities and regions.
www.crsc.ualberta.ca/aboutus.cfm
- 184. CRTC** **CANADIAN RADIO-TELEVISION AND TELECOMMUNICATIONS COMMISSION**
- 185. CSA** **CANADIAN STANDARDS ASSOCIATION**
□ The Canadian Standards Association is a not-for-profit membership-based association serving business, industry, government and consumers in Canada and the global marketplace, developing standards for public safety and health, quality of life, the environment and trade.
www.csa.ca/language/default.asp?thisUrl=%2FDefault%2Easp
- 186. CSIS** **CANADIAN SECURITY INTELLIGENCE SERVICE**
□ A federal government agency that protects national security interests and safeguards citizens by investigating and reporting on threats to the security of Canada.
www.csis-scrs.gc.ca/index-eng.asp
- 187. C-SPO** **CAUCUS OF SENIOR POLICY OFFICIALS**
□ A committee of provincial/territorial policy officials that supports the ministers responsible for local government.
- 188. CSR** **COMMUNITY SERVICES RESERVE**
□ A category of reserve land designation for surplus school building sites that allows for a broader range of public purposes that benefit the community as provided by *Municipal Government Act*.
- 189. CSS** **CORPORATE STRATEGIC SERVICES**
□ A division of the Department of Municipal Affairs responsible for public library services, financial services, corporate planning and policy, information management and legislative services (including FOIP, records management, facility administration), and information technology.
- 190. CSSAC** **CONTAMINATED SITES STAKEHOLDER ADVISORY COMMITTEE**
□ A committee established by Alberta Environment to review and make recommendations on proposed changes to the *Environmental Protection and Enhancement Act* pertaining to contaminated sites.
- 191. CT** **COUNTERTERRORISM**
□ Political, military, law enforcement and emergency management activities intended to prevent or combat terrorism.
- 192. CTF2** **CAN TASK FORCE 2**
- 193. CWF** **CANADA WEST FOUNDATION**
□ The CWF is an independent public policy research institute dedicated to introducing western perspectives into current Canadian policy debates.
www.cwf.ca
- D**
- 194. DA** **DEVELOPMENT AUTHORITY**
□ A municipal authority designated by the council by bylaw to exercise development powers and perform duties on behalf of the municipality.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 195. DAG** **DISASTER ASSISTANCE GUIDELINES**
□ Guidelines developed by the AEMA in collaboration with provincial departments and agencies, as well as federal and non-government partners to assist and guide the AEMA in the development, delivery and administration of DRPs and to support the administration of the province's DRP.
- 196. DAO** **DELEGATED ADMINISTRATIVE ORGANIZATION**
□ A not-for-profit organization that, through a regulation under the *Government Organization Act*, has been delegated the authority to administer specific parts of the *Safety Codes Act*.
- 197. DEM** **DIRECTOR OF EMERGENCY MANAGEMENT (FORMALLY DIRECTOR OF DISASTER SERVICES)**
□ A municipal employee designated to be responsible under the *Emergency Management Act* for all emergency management within that municipality.
- 198. DFAA** **DISASTER FINANCIAL ASSISTANCE ARRANGEMENTS**
□ In the event of a large-scale disaster, the Government of Canada may share financial assistance with the provincial and territorial governments through Disaster Financial Assistance Arrangements.
www.publicsafety.gc.ca/cnt/mrgnc-mngmnt/rcvr-dsstrs/dsstr-fnncl-sstnc-rngmnts/index-eng.aspx
- 199. DG** **DANGEROUS GOODS**
□ There are nine classes of dangerous goods: explosives; gasses; flammable liquids; flammable solids, substances liable to spontaneous combustion, and substances that emit flammable gases on contact with water; oxidizing substances and organic peroxides; toxic substances and infectious substances; radioactive materials; corrosive materials; and miscellaneous products or substances.
www.transportation.alberta.ca/2221.htm
- 200. DISO** **DEPARTMENTAL INFORMATION SECURITY OFFICER**
□ Reports on information security incidents, and inquiries about departmental security policies or programs, should be made to the DISO, in the Information Technology Branch of CSS.
- 201. DM** **DEPUTY MINISTER**
□ The highest-ranking executive in the federal and provincial governments, responsible for carrying out the policies of the department on a day-to-day basis.
- 202. DMEC** **DEPUTY MINISTER OF EXECUTIVE COUNCIL**
□ The most senior civil servant in government and deputy minister to the Premier. All other deputy ministers report to the DMEC.
www.alberta.ca/home/273.cfm
- 203. DMO** **DEPUTY MINISTER'S OFFICE**
- 204. DND** **DEPARTMENT OF NATIONAL DEFENCE**
- 205. DO** **DISTRICT OFFICER**
□ AEMA staff member who works specifically with municipalities to enhance the safety of Albertans through disaster and emergency mitigation, preparedness, response and recovery programs. The name of this position has recently been changed to Emergency Management Officer.
- 206. DOP** **DIVISION OPERATIONAL PLAN**
□ The DOP is composed of all branch operational plans (BOPs) within the division and links to the Ministry Operational Plan (MOP).

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 207. DRC** **DEFERRED RESERVE CAVEAT**
□ A legal instrument to be used when a Subdivision Authority is required to file a caveat under section 669 of the *Municipal Government Act* where the requirement to provide municipal or school reserves has been deferred.
- 208. DRC** **DISASTER RECOVERY COMMITTEE**
□ Cross-government committee appointed by the minister responsible for the Disaster Recovery Regulation to assist with policy interpretation and assist the minister in the administering of the Disaster Recovery Regulation and the Disaster Assistance Guidelines.
- 209. DRO** **DEPUTY RETURNING OFFICER**
□ A person appointed under the *Local Authorities Election Act* to be responsible for the conduct of local elections in a specified area.
- 210. DRP** **DISASTER RECOVERY PROGRAM**
□ Program operated by the AEMA to provide financial assistance to Albertans to assist in their recovery after floods, fires and other disasters or major emergencies.
- 211. DRR** **DISASTER RECOVERY REGULATION**
□ Government of Alberta Regulation 51/1994 under the Emergency Management Act that authorizes the Minister to approve a Disaster Recovery Program (DRP) in the event of a widespread disaster and establish guidelines that govern the level of assistance provided to eligible persons through a DRP.
- 212. DSC** **DISASTER SERVICES COMMITTEE**
□ As per the *Disaster Services Act*, the committee appointed by the local authority.
- E**
- 213. EA** **EQUALIZED ASSESSMENT**
□ The assessment of each municipality after it has been adjusted to 100 per cent of market value.
- 214. EAP** **EQUALIZED ASSESSMENT PANEL**
□ A panel that made recommendations on assessment and audit procedures and included representatives from the AUMA, the AAMDC, the cities of Edmonton and Calgary, Alberta Municipal Affairs, and the former ministries of Alberta Learning and Alberta Revenue.
- 215. ECAA** **ELECTRICAL CONTRACTORS ASSOCIATION OF ALBERTA**
□ A not-for-profit association that acts as a voice for electrical contractors in the province of Alberta.
www.ecaa.ab.ca/aboutus_mission.cfm
- 216. ECC** **EMERGENCY COORDINATION CENTRE**
□ Provides assistance to an Emergency Operations Centre. An ECC typically co-ordinates responses at an operational level.
- 217. ECU** **EXECUTIVE CORRESPONDENCE UNIT**
□ The ECU assists the department with meeting the Minister's and Deputy Minister's needs for AR tracking and deadlines, and with the consistency, accuracy, clarity and tone of AR responses.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 218. EIA** **ENVIRONMENTAL IMPACT ASSESSMENT**
□ A requirement under the *Environmental Protection and Enhancement Act* for the assessment of cumulative effects for proposed projects.
www.environment.alberta.ca/1274.html
- 219. EIM** **ELECTRONIC INFORMATION MANAGEMENT**
□ Managing information in an electronic environment from creation to disposal.
- 220. EMA** **EMERGENCY MANAGEMENT ACT**
□ The cornerstone legislation for the AEMA and provincial emergency management.
www.aema.alberta.ca/705.cfm
- 221. EMIS** **EMERGENCY MANAGEMENT INFORMATION SYSTEM**
□ A computer database system designed to support responders during emergencies by giving them detailed, real-time information and allowing them to graphically integrate it and then transmit their decisions through the chain of incident command.
- 222. EMO** **EMERGENCY MANAGEMENT OFFICER**
□ A person designated by position or authority to perform specific emergency management duties for an organization.
- 223. EMS** **EMERGENCY MEDICAL SERVICES**
□ A branch of medicine that is performed in the field by paramedics, emergency medical technicians, and certified first responders.
- 224. EOC** **EMERGENCY OPERATIONS CENTRE**
□ An emergency centre that provides consultation and command to first responders, disaster services staff and community officials at the local level. This term is also used within government to refer to a co-ordination center for responding to emergency events within a ministry. EOCs typically operate at the tactical level.
- 225. EPC** **ECONOMIC POLICY COMMITTEE**
- 226. EPEA** **ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT**
- 227. EPS** **EDMONTON POLICE SERVICE**
□ The police department under the jurisdiction of the City of Edmonton.
www.police.edmonton.ab.ca/default.htm
- 228. EPS** **ELECTRONIC PAYMENT SYSTEM**
□ A government system that facilitates the electronic transfer of payments.
- 229. ER** **ENVIRONMENTAL RESERVE**
□ At the time of subdivision, a Subdivision Authority may require the owner of a parcel of land that is the subject of a proposed subdivision to provide part of that parcel of land as environmental reserve for the protection and enhancement of the environment.
- 230. ERE** **ENVIRONMENTAL RESERVE EASEMENT**
□ Instead of requiring the dedication of all or part of the parcel as Environmental Reserve (ER), a municipality and the owner of the parcel can agree that all or part of the parcel to be dedicated will be subject to an Environmental Reserve Easement.
- 231. ERM** **ENTERPRISE RISK MANAGEMENT**
□ A continuous, proactive and systematic process to understand, manage and communicate risk from an organization-wide perspective. ERM in the Government of Alberta is focused on the management of risks at the ministry level, inclusive of the department and all entities for which the minister is accountable.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 232. ERP** **EMERGENCY RESPONSE PLAN**
□ ERPs are a critical component of any industrial development. Provincial regulators, such as the Energy Resources Conservation Board, require industry to establish and maintain ERPs. In developing standard practices and dealing with emergency response requests, industry shares resources and expertise.
www.industrialheartland.com/index.php?option=com_content&task=view&id=73&Itemid=9
- 233. ERS** **ELECTRONIC RECORD STRUCTURE**
□ A centralized and managed departmental record structure that is used to maintain and protect electronic records throughout their life cycle.
- 234. ES** **EXECUTIVE SUMMARY**
□ A short summary found at the beginning of a report that provides an overview of the content, including report results.
- 235. ESA** **ENVIRONMENTAL SITE ASSESSMENT**
- 236. E-SCAN** **ENVIRONMENTAL SCAN**
□ An analysis of both the external and internal issues – economic, political, social and environmental – that are likely to affect an organization.
- 237. eSITE** **ELECTRONIC SAFETY INFORMATION TRACKING ENVIRONMENT**
□ A province-wide electronic permitting system providing data management for building permit applications, approvals, and plan reviews, and inspections for municipalities accredited in the electrical, gas and plumbing disciplines of the *Safety Codes Act*.
www.municipalaffairs.alberta.ca/cp_permit_information.cfm
- 238. ESM** **EMERGENCY SITE MANAGEMENT**
□ The ESM system is based on a multi-tiered framework for communications, joint (or co-ordinated) decision-making, and co-ordinated activities and resources. The system facilitates the interaction among the various emergency response organizations at two primary locations: the emergency site and the municipal EOC, and builds on organization-specific disaster management processes (or systems) to provide a broad approach to the management of disasters at the local authority level.
- 239. EULS** **EFFICIENT USE OF LAND STRATEGY**
□ One of the seven strategies contained within the Land-use Framework. The strategy will provide tools and resources for land-use decision-makers to strive to reduce the human footprint on Alberta’s landscape.
www.landuse.alberta.ca
- F**
- 240. FAA** **FINANCIAL ADMINISTRATION ACT**
□ An Act to provide for the financial administration of the Government of Alberta and the establishment and maintenance of the accounts of Alberta and the control of Crown corporations.
www.qp.alberta.ca/507.cfm
- 241. FADES** **FOREIGN ANIMAL DISEASE ERADICATION SUPPORT**
□ An emergency plan maintained by AF which outlines how the three orders of government will assist in the eradication of a foreign animal disease outbreak in Alberta. This plan is an annex of the overarching Federal FADES plan.
www.aema.alberta.ca/foreign_animal_disease_eradication.cfm

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- 242. FAR** **FIXED ASSET REFERENCE**
□ A unique identifier for each piece of equipment, furniture or asset to assist in the identification of the ministry's fixed asset holdings for security and insurance purposes.
- 243. FC** **FIRE COMMISSIONER**
□ The Fire Commissioner is responsible for promoting all aspects of fire protection in Alberta in the Office of the Fire Commissioner, a branch within Public Safety Division.
www.ofc.alberta.ca
- 244. FCM** **FEDERATION OF CANADIAN MUNICIPALITIES**
□ A non-profit group that represents the national interest of local governments in Canada and acts as the voice for Canadian cities, towns and municipal authorities.
www.fcm.ca/
- 245. FCO** **FIRE COMMISSIONER'S OFFICE**
□ Formerly a branch in the Public Safety Division of Municipal Affairs.
- 246. FCSS** **FAMILY AND COMMUNITY SUPPORT SERVICES**
- 247. FDAI** **FEDERAL DISASTER ASSISTANCE INITIATIVE**
□ A federal/provincial/territorial initiative to address financial and non-financial responses and recovery efforts to natural and non-natural disasters throughout Canada.
- 248. FERS** **FIRE ELECTRONIC REPORTING SYSTEM**
□ A system that enables municipal fire departments and insurance and adjusting firms to submit fire incident and related reports online to the Fire Commissioner.
- 249. FIAA** **FIRE INVESTIGATION ASSOCIATION OF ALBERTA**
□ The membership draws from private and public fire investigators, police and fire personnel, insurance adjusters, private fire investigators and fraud investigators and is dedicated to the training and development of fire investigators.
www.fiaa.ca
- 250. FIG** **FINANCIAL INDICATOR GRAPHS**
□ All financial information for municipalities is converted into comparative graphs and ranked against other municipalities.
- 251. FIPEN** **FIRE AND INJURY PREVENTION EDUCATORS' NETWORK**
□ A network of fire safety and injury prevention representatives providing guidance to the provincewide delivery of fire safety and injury prevention programs. Co-ordinated by the AEMA and the ACICR.
- 252. FIR** **FINANCIAL INFORMATION RETURN**
□ A document required under the *Municipal Government Act* to be prepared annually by municipalities and sent to the Minister.
- 253. FOAJ/FAJ** **FOUNDATION OF ADMINISTRATIVE JUSTICE**
□ The FOAJ provides training courses for Western Canada's tribunals and the people who appear before them.
www.foaj.ca
- 254. FOIP** **FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**
□ An Act providing information about the conditions and obligations that public bodies must meet to provide access to information and protect the privacy of personal information.
www.foip.alberta.ca/

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- 255. FPT** **FEDERAL/PROVINCIAL/TERRITORIAL**
□ Often relates to committees with membership from federal, provincial and territorial governments.
- 256. FREC** **FLOOD RECOVERY AND EROSION CONTROL**
- 257. FRG** **FLOOD READINESS GRANT**
□ Provides funding that will enable communities impacted by 2013 Southern Alberta Floods (including Fort McMurray) to increase community resiliency and enhance operational capability to mitigate and respond to future flood risks.
www.municipalaffairs.alberta.ca/municipalgrants-description?program_id=71
- 258. FRHG** **FLAGSTAFF REGIONAL HOUSING GROUP**
- 259. FRRA** **FLOOD RECOVERY RECONSTRUCTION ACT**
□ The Act is to stop further development in floodways, lessen future flood damage in flood prone areas and ensure homebuyers are informed of whether a property in a flood hazard area is eligible for future disaster assistance.
- 260. FRTF** **FLOOD RECOVERY TASK FORCE**
□ A Task Force established to coordinate the Provincial Recovery Framework after the devastating flooding that took place in Southern Alberta in June 2013.
- 261. FSEM** **FIRE SERVICES EXEMPLARY SERVICE MEDAL**
□ A federal medal recognizing the Canadian fire service who have completed 20 years of service, ten years of which have been served in the performance of duties involving potential risks. Supplemental bars are awarded for each additional 10 years of exemplary service.
www.gg.ca/document.aspx?id=16061&lan=eng
- 262. FSIS** **FIRE STATISTICS INFORMATION SYSTEM**
□ Housed at the AEMA, this system includes a range of activities from fire incident data reporting, data analysis, and dissemination of fire statistics.
- G**
- 263. GAEA** **GOVERNMENT OF ALBERTA ENTERPRISE ARCHITECTURE**
□ A program that promotes strategically aligned government information and communications technology investment and design decisions.
www.sharp.gov.ab.ca/ict.cfm?id=2
- 264. GDP** **GROSS DOMESTIC PRODUCT**
□ The total market value of all final goods and services produced in a country in a given year equal to total consumer investment and government spending, plus the value of exports, minus the value of imports.
- 265. GEMR** **GOVERNMENT EMERGENCY MANAGEMENT REGULATION**
□ Government of Alberta Regulation 248/2007 which defines the responsibilities of government departments in emergency management.
- 266. GEPT** **GRANTS AND EDUCATION PROPERTY TAX BRANCH**
□ A branch in the Municipal Assessment and Grants Division of Municipal Affairs.
www.municipalaffairs.alberta

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- 267. GFOA** **GOVERNMENT FINANCE OFFICERS ASSOCIATION**
□ A professional organization of public officials united to enhance the professional management of government financial resources by identifying, developing and advancing fiscal strategies, policies and practices for the public benefit.
www.gfoa.ab.ca/
- 268. GHG** **GREENHOUSE GAS**
- 269. GIPOT** **GRANTS IN PLACE OF TAXES PROGRAM**
□ Program operated by the Municipal Services Branch that provides grants to municipalities in place of municipal taxes on government-owned property.
www.municipalaffairs.Alberta.ca/municipalgrants-description.cfm?program_id=35
- 270. GIS** **GEOGRAPHIC INFORMATION SYSTEM**
- 271. GMAS** **GRANTS MANAGEMENT APPLICATION SYSTEM**
□ Allows municipalities to submit grant applications online.
- 272. GMF** **GREEN MUNICIPAL FUND**
□ A fund established by the Federation of Canadian Municipalities to provide below-market loans and grants, as well as education and training services to support Canadian municipal initiatives that improve air, water and soil quality, and protect the climate.
www.gmf.fcm.ca/Home/
- 273. GNP** **GROSS NATIONAL PRODUCT**
□ The total income that residents of a country earn within the year.
- 274. GOA** **GOVERNMENT OF ALBERTA**
□ The provincial government of Alberta.
www.gov.ab.ca
- 275. GreenTRIP** **GREEN TRANSIT INCENTIVES PROGRAM**
- 276. GSAR** **GROUND SEARCH AND RESCUE**
□ Search and rescue teams are self-sufficient units with their own structures, equipment, training and other resources.
- 277. GTF** **GAS TAX FUND**
- 278. GTKF** **GETTING TO KNOW FIRE**
□ A public fire and safety education curriculum created by fire services and other community support agencies. The curriculum provides ready-made lesson plans on a variety of fire and life safety topics for pre-school children through to seniors.
- H**
- 279. HAE** **HEALTHY AQUATIC ECOSYSTEMS**
□ An Alberta Water Council project to define healthy aquatic ecosystems and explore potential opportunities to advance the HAE's goal of the Water for Life strategy.
- 280. HAL** **HOUSING ACCESS LINK**
- 281. HEALTHYU** **HEALTHYU INITIATIVE**
□ A government program promoting a healthy lifestyle for employees and Albertans.
www.healthyalberta.com/AboutHealthyU/300.htm
- 282. HIRA** **HAZARD IDENTIFICATION RISK ASSESSMENT**
□ Used to identify hazards and assess their associated risks to determine which hazards are most likely to result in an emergency.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

283. HR **HUMAN RESOURCES**
□ A support branch of Municipal Affairs.
www.amazone.min/ma/bu_humanresources.cfm
284. HRAG **HIGH RIVER ADVOCACY COMMITTEE GROUP**
285. HUSAR **HEAVY URBAN SEARCH AND RESCUE**
□ The location of trapped persons in collapsed structures in urban areas using dogs and sophisticated search equipment; the use of heavy equipment, such as cranes, to remove debris; the work to breach, shore, remove and lift structural components; the treatment and removal of victims; and the securing of partially or completely collapsed structures.
- I**
286. IAAI **INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATORS**
□ An international professional association of fire investigation professionals, united by a strong commitment to suppress the crime of arson through professional fire investigation.
www.firearson.com
287. IAAO **INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS**
□ The IAAO is an international body of property assessors that promotes innovation and excellence in property appraisal and property tax policy and administration through professional development, education, research and technical assistance.
www.iaao.org
288. IAEM **INTERNATIONAL ASSOCIATION OF EMERGENCY MANAGERS**
□ The IAEM, which has members in 58 countries, is a non-profit educational organization dedicated to promoting the goals of saving lives and protecting property during emergencies and disasters.
www.iaem.com/
289. IAMA **INFRASTRUCTURE ASSET MANAGEMENT ALBERTA**
□ Represents the greater community of any person, organization or agency engaged in or has an interest in infrastructure asset management.
290. IAP **INCIDENT ACTION PLAN**
□ A plan developed by an Emergency Operations Centre and on-site personnel that follows an ICS format.
291. IC **INCIDENT COMMANDER**
□ First responder with assumed (first on-scene) or assigned (expertise or jurisdiction) responsibility and leadership of the emergency incident scene.
292. ICAA **INSTITUTE OF CHARTERED ACCOUNTANTS OF ALBERTA**
□ An independent, self-governing professional body established by the Alberta legislature that provides leadership to chartered accountants and students in the best interest of the public and the profession.
www.icaa.ab.ca/home/
293. ICMA **INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION**
□ An association that works to create excellence in local government by developing and fostering local government management worldwide.
www.icma.org

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 294. ICP** **INCIDENT COMMAND POST**
□ A location from which the Incident Commander directs the site response to the emergency. Incident objectives, strategies and tactics for the site are formulated and directed from the ICP.
- 295. ICS** **INCIDENT COMMAND SYSTEM**
□ A standardized on-scene emergency management system used to command, control and co-ordinate the use of resources and personnel that have responded to the scene of an emergency.
www.capitalhealth.ca/EspeciallyFor/EmergencyPreparedness/IncidentCommandSystem/default.htm
- 296. ICT Strategy** **INFORMATION AND COMMUNICATIONS TECHNOLOGY STRATEGY**
□ An initiative led by Service Alberta to improve the co-ordination of the various ministry information and communications technology systems to better manage the technology and control costs.
www.servicealberta.gov.ab.ca/830.cfm
- 297. ICURR** **INTERGOVERNMENTAL COMMITTEE ON URBAN AND REGIONAL RESEARCH**
□ A committee that provides support to local and regional governments, as well as private and non-profit companies, through funding most of the Muniscope services.
www.nhrc-cnrl.ca/en/repository/intergovernmental-committee-urban-and-regional-research-icurr-muniscope-library-collectio
- 298. ID** **IMPROVEMENT DISTRICT**
□ An unincorporated rural municipality that is managed by Municipal Affairs.
- 299. IDP** **INTERMUNICIPAL DEVELOPMENT PLAN**
□ A plan adopted by two or more municipalities to address land-use and development issues in an area of mutual concern.
- 300. IFSAC** **INTERNATIONAL FIRE SERVICE ACCREDITATION CONGRESS**
□ A peer-driven, self-governing system that accredits both public fire service certification programs and higher education fire-related degree programs.
www.ifsac.org
- 301. IIR** **INTERNATIONAL AND INTERGOVERNMENTAL RELATIONS**
□ A department of the Government of Alberta.
www.international.alberta.ca
- 302. ILM** **INTEGRATED LAND MANAGEMENT**
□ A Government of Alberta approach to managing and reducing the human-caused footprint on public land.
www.srd.alberta.ca/ManagingPrograms/IntegratedLandManagement
- 303. IM** **INFORMATION MANAGEMENT**
□ Managing information throughout its life cycle to ensure timely and accurate support to government programs and services.
- 304. IMAC** **INFORMATION MANAGEMENT ADVISORY COMMITTEE**
□ The committee provides advice and direction on the management of information assets within the Government of Alberta.
- 305. IMAGIS** **INTEGRATED MANAGEMENT INFORMATION SYSTEM**
□ An Alberta government computer system for administering payments and financial information.
- 306. IMF** **INFORMATION MANAGEMENT FRAMEWORK**
□ A corporate framework established to provide a disciplined approach to managing information assets that is consistent across the Government of Alberta.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 307. IP** INTELLECTUAL PROPERTY
- 308. IPAC** THE INSTITUTE OF PUBLIC ADMINISTRATION OF CANADA
- An association of public servants, academics and others interested in public administration.
- www.ipac.ca
- 309. IPTI** INTERNATIONAL PROPERTY TAX INSTITUTE
- An organization created by industry experts to foster property taxation and assessment ideals internationally.
- www.ipti.org
- 310. IR** INFORMATION REQUEST
- Telephone inquiry requiring response to Minister's Office.
- 311. IRIS** INACTIVE RECORDS INVENTORY SYSTEM
- A web-based application that tracks and monitors the storage and disposition of records for the Government of Alberta.
- 312. IRM** INTEGRATED RISK MANAGEMENT
- A continuous, proactive and systematic process to understand, manage and communicate risk from an organizational-wide perspective.
- 313. ISO** INTERNATIONAL ORGANIZATION FOR STANDARDIZATION
- A network of national standards institutes from 157 countries working in partnership with international organizations, governments, industry, business and consumer representatives.
- www.iso.org/iso/home.htm
- 314. IT** INFORMATION TECHNOLOGY
- IT refers to applied computer systems – both hardware and software -- and often includes networking and telecommunications. It is usually used in the context of a business or other enterprise and often refers to the part of an enterprise that deals with all things electronic.

J

- 315. JSG** JUSTICE AND SOLICITOR GENERAL
- A department of the Government of Alberta.
- www.justice.alberta.ca/jsj/Pages/default.aspx

K

- 316. KM** KNOWLEDGE MANAGEMENT
- A systematic approach to ensuring access to collective expertise, through capturing, sharing, and using what people know, to carry out the business of the Government of Alberta.
- www.pao.gov.ab.ca/Practitioners/?file=learning/knowledge/knowledge-mgmt&cf=9

- 317. KMs** KEY MESSAGES

L

- 318. LAA** LIBRARY ASSOCIATION OF ALBERTA
- Is a nonprofit, independent, voluntary association with over 700 members which include librarians, library personnel, library trustees, institutions, and other interested individuals and companies..
- www.laa.ca

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 319. LAEA** **LOCAL AUTHORITIES ELECTION ACT**
□ An Act related to electoral processes for an elected municipal authority.
www.municipalaffairs.alberta.ca/1476.cfm
- 320. LAPP** **LOCAL AUTHORITIES PENSION PLAN**
□ A public sector pension plan for employees of local authorities in Alberta.
www.lapp.ab.ca/
- 321. LARB** **LOCAL ASSESSMENT REVIEW BOARD**
□ An assessment review board consisting of three members who are not provincial members. Refer to the MRAC Regulation for the matters a LARB can hear.
- 322. LARP** **LOWER ATHABASCA REGIONAL PLAN**
□ A government of Alberta regional plan of the Lower Athabasca region, under the Land-use Framework and *Alberta Land Stewardship Act*.
www.landuse.alberta.ca/RegionalPlans/LowerAthabasca/Default.aspx
- 323. LCB** **LAND COMPENSATION BOARD**
□ A quasi-judicial board authorized under the *Expropriation Act* to determine compensation payable to landowners and tenants where land has been expropriated by an authority.
www.landcompensation.gov.ab.ca/home/default.aspx
- 324. LEG** **ALBERTA LEGISLATURE BUILDING**
□ The building where the provincial government meets to discuss and pass legislation.
www.assembly.ab.ca/default.htm
- 325. LG or Lt.-Gov** **LIEUTENANT-GOVERNOR**
□ The representative of the Crown in the province. The person in this position exercises the monarch's powers and authorities with respect to Alberta.
www.lieutenantgovernor.ab.ca
- 326. LGAA** **LOCAL GOVERNMENT ADMINISTRATION ASSOCIATION**
□ An organization of municipal administrative personnel, which seeks to advance the interests of municipal employees through networking and representation to the provincial government.
www.lgaa.ab.ca
- 327. LGC or LG in C** **LIEUTENANT GOVERNOR IN COUNCIL**
□ The LGC consists of members of executive council, or cabinet, and the Lieutenant Governor, and reviews and passes orders in council.
- 328. LIT** **LAND USE FRAMEWORK INTEGRATION TEAM**
□ A Government of Alberta selected working group under the Land-use Framework project led by the Land Use Secretariat.
- 329. LNTB** **LEARN NOT TO BURN PROGRAM**
□ A program designed to motivate classroom teachers to teach fire safety to schoolchildren.
- 330. LO** **LIAISON OFFICER**
□ Person appointed by an agency to ensure a continuous exchange of information between agencies and work groups.
- 331. LPRP** **LOWER PEACE REGIONAL PLAN**
□ A government of Alberta regional plan of the Lower Peace region, under the Land-use Framework and *Alberta Land Stewardship Act*.
www.landuse.alberta.ca/RegionalPlans/LowerPeaceRegion/Pages/default.aspx
- 332. LPSC** **LEGISLATIVE POLICY STANDING COMMITTEES**

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

333. LSD LEGAL SUBDIVISION
334. LTO LAND TITLES OFFICE
- A branch of Registries Services Division of Service Alberta that is responsible for land ownership.
335. LUB LAND-USE BYLAW
- A legislatively required municipal bylaw that divides the municipality into districts, provides for permitted and discretionary uses in each district, and includes a system for issuing development permits.
336. LUF LAND-USE FRAMEWORK
- A Government of Alberta approach to manage public and private lands and natural resources to achieve Alberta's long-term economic, environmental and social goals.
- www.landuse.alberta.ca
337. LUS LAND USE SECRETARIAT
- A Government of Alberta authority (as defined by the *Alberta Land Stewardship Act*) to prepare or direct the preparation of regional plans and amendments for the Land-use Framework.
- www.landuse.alberta.ca
- M**
338. M & N Drives MAIN AND KNOWLEDGE DRIVES
- The Main Drive contains the centralized departmental records folders, which are used to store and share the ministry's electronic information. The Knowledge Drive is used for the storing and sharing of electronic resource documents: forms, publications, photos, etc., and is considered transitory only.
339. MA MUNICIPAL AFFAIRS
- A department of the Government of Alberta, Municipal Affairs works in partnership with Alberta's municipalities, other provincial government departments, federal partners, local authorities, various organizations focused on local matters, and the private sector to ensure Albertans live in safe, well-managed communities and are served by open, effective, accountable and well-managed local governments.
- www.municipalaffairs.gov.ab.ca
340. MAG MUNICIPAL ASSESSMENT AND GRANTS
- A division of the Department of Municipal Affairs that is responsible for municipal financial components such as municipal grants, the property assessment system, and Education Property Tax components that will ensure a coordinated approach to municipal fiscal sustainability.
- <http://www.municipalaffairs.alberta.ca/1958>
341. MASAS MULTI-AGENCY SITUATION AWARENESS SYSTEM
- A spatial platform to post and share emergency incident information across jurisdictions. As of summer 2015, MASAS is operated by CCFMFC.
342. MAHspace ALBERTA MUNICIPAL AFFAIRS INTRANET SITE
- www.maintranet.gov.ab.ca/
343. MAME MINISTER'S AWARDS FOR MUNICIPAL EXCELLENCE
344. MAR MUNICIPAL ADVISORY REVIEW

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 345. MASH** **MUNICIPALITIES, ACADEMIC INSTITUTIONS, SCHOOL BOARDS AND HEALTH ORGANIZATIONS**
- ❑ MASH sector refers to: regional, local, district or other forms of municipal government, school boards, publicly-funded academic, health and social service entities, as well as any corporation or entity owned or controlled by one or more of the preceding entities.
- 346. MC** **MUNICIPAL COLLABORATION**
- 347. MCIP** **MEMBER OF THE CANADIAN INSTITUTE OF PLANNERS**
- ❑ A certified designation for experts in planning.
www.cip-icu.ca
- 348. MCR** **MUNICIPAL CORPORATE REVIEW**
- ❑ An MCR consists of a visit from Municipal Affairs' staff or a contracted consultant to review municipal operations and make recommendations for improvement. This process is not legislated and municipalities may deal with recommendations as they see fit.
- 349. MD** **MUNICIPAL DISTRICT**
- ❑ A form of local government in rural Alberta.
- 350. MDIRP** **MUNICIPAL DEBENTURE INTEREST REBATE PROGRAM**
- ❑ A former grant program under the Local Government Services Division, which subsidizes the interest on certain debenture borrowings from the Alberta Capital Finance Authority made prior to 1985.
- 351. MDP** **MUNICIPAL DEVELOPMENT PLAN**
- ❑ All municipalities in Alberta with a population of 3,500 persons or more are required to adopt an MDP to guide the future growth and development of the community.
- 352. MDRS** **MUNICIPAL DISPUTE RESOLUTION SERVICES**
- ❑ MDRS delivers programs and services to Alberta's municipalities designed to help local governments improve intermunicipal collaboration, resolve intermunicipal disputes, and build municipal capacity to manage conflict.
www.municipalaffairs.alberta.ca/mdrs
- 353. ME first!** **ME FIRST! PROGRAM (MUNICIPAL ENERGY EFFICIENCY PROGRAM)**
- ❑ A former program to provide municipalities with interest-free loans for projects that will achieve energy savings, reduce greenhouse gas emissions and replace conventional energy sources with renewable or alternative sources.
- 354. MEP** **MUNICIPAL EMERGENCY PLAN**
- ❑ A plan prepared by a local authority under Section 11 of the *Emergency Management Act*, which describes how people and property will be protected in disaster and disaster threat situations; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies and other resources available for use in the disaster; and outlines how the actions will be co-ordinated.
- 355. MERO** **MUNICIPAL EQUALIZED REQUISITION ONLINE**
- ❑ A system that provides municipalities with education requisition information and allows inputting of education tax rate calculation information.
- 356. MESA** **MAJOR EVENTS SUPPORT APPARATUS**
- ❑ Command and co-ordination vehicles to support government response to emergency events.
- 357. MF** **METROPOLITAN FUNDING**

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 358. MFIS** **MUNICIPAL FINANCIAL INFORMATION SYSTEM**
□ A system that collects municipal statistical and financial information.
- 359. MGA** **MUNICIPAL GOVERNMENT ACT**
□ The legislation that governs how municipal government operates in Alberta.
www.qp.alberta.ca/documents/Acts/m26.pdf
- 360. MGB** **MUNICIPAL GOVERNMENT BOARD**
□ An independent, quasi-judicial board that provides adjudication on matters specified under the *Municipal Government Act*, and reports to the Deputy Minister of Municipal Affairs.
www.municipalaffairs.gov.ab.ca/mc_municipal_government_board.cfm
- 361. MILENET** **MILENET**
□ A secure, online system providing Alberta municipalities access to these Municipal Affairs services: ASSET, FERS, AERIS, GMAS, FIGs, SIMS, and electronic reporting for FIRs and SIRs.
- 362. MINISTER'S COUNCIL** **MINISTER'S COUNCIL ON MUNICIPAL SUSTAINABILITY**
□ Established by the Minister of Municipal Affairs, the council submitted its report to GOA in March 2007, with recommendations on intermunicipal co-operation, municipal and provincial roles and responsibilities, and municipal revenue sources. Government's response, in July 2007, was favourable to the majority of the council's 12 recommendations.
- 363. MIP** **MUNICIPAL INTERNSHIP PROGRAM**
□ The MIP is co-ordinated by Municipal Affairs, in partnership with Alberta municipalities and municipal organizations. The program offers recent graduates the opportunity to gain first-hand, real-life experiences as a first step towards a career in municipal administration.
- 364. MLA** **MEMBER OF THE LEGISLATIVE ASSEMBLY**
□ A person elected to the legislative assembly to represent one of Alberta's 83 electoral districts.
www.assembly.ab.ca/net/index.aspx?p=mla_home
- 365. MO** **MINISTERIAL ORDER**
□ MOs are decisions of ministers that do not require the review of cabinet or the Lieutenant Governor. They are a way for government to provide instructions, formalize, and communicate decisions.
- 366. MOP** **MINISTRY OPERATIONAL PLAN**
□ Ministry plan outlining initiatives and activities to meet its goals and deliver its core businesses.
- 367. MOU** **MEMORANDUM OF UNDERSTANDING**
□ A formal written document used to promote communication and understanding between parties.
- 368. MPC** **MUNICIPAL PLANNING COMMISSION**
□ A commission established by bylaw to provide planning advice and make decisions on subdivision and development applications and other planning matters within a municipality.
- 369. MR** **MINISTER'S REPORT**
□ The main document used by the Government of Alberta for cabinet and cabinet committees to consider public policy matters. MRs are required for major policy changes or funding initiatives for which new financing is required.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 370. MR** **MUNICIPAL RESERVE**
□ A category of reserve land designation used for public park, public recreation area, school authority purposes, to separate areas of land that are used for different purposes as provided by *Municipal Government Act*.
- 371. MRAC** **MATTERS RELATING TO ASSESSMENT COMPLAINTS REGULATION**
□ A regulation under the *Municipal Government Act* for assessment complaints and appeals.
- 372. MRAT** **MATTERS RELATING TO ASSESSMENT AND TAXATION REGULATION**
□ A regulation under the *Municipal Government Act*.
- 373. MSB** **MUNICIPAL SERVICES BRANCH**
□ A branch in the Municipal Services and Legislation Division that works with local governments to help them carry out their responsibilities.
www.municipalaffairs.gov.ab.ca/am_local_government_services.cfm
- 374. MSI** **MUNICIPAL SUSTAINABILITY INITIATIVE**
□ A grant program under the Municipal Services Branch that provides municipalities with sustainable funding to assist them in meeting the challenges of growth and enhancing their long-term sustainability.
www.municipalaffairs.gov.ab.ca/msi.cfm
- 375. MSIA** **MUNICIPAL SUSTAINABILITY INITIATIVE ACCESS**
- 376. MSP** **MUNICIPAL SPONSORSHIP PROGRAM**
□ Former grant program under the Municipal Services Branch that promotes innovation, co-operation and excellence in local government.
www.municipalaffairs.gov.ab.ca/municipal_sponsorship_program.cfm
- 377. MSR** **MUNICIPAL AND SCHOOL RESERVE**
□ A category of reserve land designation used for public park, public recreation area, school authority purposes, to separate areas of land that are used for different purposes as provided by *Municipal Government Act*.
- 378. MSS** **MUNICIPAL SUSTAINABILITY STRATEGY**
□ A proposed strategy developed by Municipal Affairs and the municipal associations to improve the long-term sustainability of municipalities across the province.
www.municipalaffairs.alberta.ca/1330.cfm
- 379. MUC** **MULTI-USE CORRIDORS**
□ This strategy will create an opportunity for consolidating a number of critical transportation and utility land-use functions within a pre-defined area, thereby reducing land fragmentation and environment impact.
- 380. MWAP** **MUNICIPAL WILDFIRE ASSISTANCE PROGRAM**
□ A provincewide program intended to help municipalities reduce both the risk and cost associated with fighting wildfires. Jointly administered by the AEMA and Sustainable Resource Development.
- 381. NACLAA** **NATIONAL ADVANCED CERTIFICATE IN LOCAL AUTHORITY ADMINISTRATION**
□ A nationally recognized credential for the study of local government leadership and managerial skills. The NACLAA program provides nationally relevant, but regionally sensitive, theoretical and practical knowledge necessary for performance in local authority administration.
www.webprod.extn.ualberta.ca/study/governance/

N

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 382. NAFTDC** **NORTH AMERICAN FIRE TRAINING DIRECTOR COMMITTEE**
□ Advises of the latest developments in fire training, education, legislation and information regarding the fire service in Canada and the United States.
- 383. NAMRC** **NORTHERN ALBERTA MAYORS AND REEVES CAUCUS**
□ A group of mayors and reeves that meets occasionally to discuss issues of interest to municipalities in northern Alberta.
- 384. NBC** **NATIONAL BUILDING CODE**
□ The code published by the National Research Council of Canada pertaining to built structures.
www.about-building-in-canada.com/book-building-codes.html
- 385. NBCF** **NEW BUILDING CANADA FUND**
- 386. NDMP** **NATIONAL DISASTER MITIGATION PROGRAM**
□ This fills a critical gap in Canada's ability to effectively mitigate, prepare for, respond to, and recover from, flood related events by building a body of knowledge on flood risks in Canada and investing in foundational flood mitigation activities.
- 387. NDMS** **NATIONAL DISASTER MITIGATION STRATEGY**
□ In support of the federal *Emergency Management Act* and similar provincial/territorial legislation, the NDMS anticipates joint contributions, community-based partnerships, and national-level initiatives to develop sustainable, disaster-resilient communities across Canada.
www.publicsafety.gc.ca/prg/em/ndms/index-eng.aspx
- 388. NEB** **NATIONAL ENERGY BOARD**
□ An independent federal regulatory agency that regulates the energy industry.
www.neb.gc.ca
- 389. NEF** **NOISE EXPOSURE FORECAST**
□ A measurement of the actual and forecasted aircraft noise in the vicinity of airports.
- 390. NFPA** **NATIONAL FIRE PROTECTION ASSOCIATION**
□ A non-profit group that provides and advocates for scientifically-based consensus codes and standards, research, training and education related to fire, electrical and building safety.
www.nfpa.org
- 391. NGO** **NON-GOVERNMENTAL ORGANIZATION**
□ Any professional, business, non-profit or public interest organization that is neither affiliated with, nor under the direction of, any government.
- 392. NHBPA** **NEW HOME BUYER PROTECTION ACT**
- 393. NHBPO** **NEW HOME BUYER PROTECTION OFFICE**
- 394. NPSAC** **NATIONAL PUBLIC SAFETY ADVISORY COMMITTEE**
□ An advisory body with representation from all provinces and territories that provides advice on policy, administration and management issues of public safety systems for the boilers, elevators, amusement rides, passenger ropeways (ski lifts), fuels (propane/natural gas) and electrical disciplines.
- 395. NR CAER** **NORTHEAST REGION COMMUNITY AWARENESS AND EMERGENCY RESPONSE**
□ A partnership of more than 40 community-minded industries, municipalities, chemical transporters and government agencies dedicated to emergency response and education initiatives in the industrial region northeast of Edmonton.
www.nrcaer.com

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 396. NRCB** **NATURAL RESOURCES CONSERVATION BOARD**
□ An impartial quasi-judicial forum for the review of natural resource development projects to determine if they are in the public interest. The NRCB also regulates confined feeding operations in Alberta.
www.nrcb.gov.ab.ca/nrp/default.aspx
- 397. NRC-IRC** **NATIONAL RESEARCH COUNCIL, INSTITUTE FOR RESEARCH IN CONSTRUCTION**
□ Canada's leading construction research agency developing innovative solutions for the construction industry.
www.nrc-cnrc.gc.ca/eng/ibp/irc.html
- 398. NRTEE** **NATIONAL ROUND TABLE ON THE ENVIRONMENT AND THE ECONOMY**
□ An independent advisory body that provides decision-makers, opinion-leaders and the Canadian public with advice and recommendations for promoting sustainable development.
www.nrtee-trnee.ca
- 399. NRTSI** **NATIONAL ROUND TABLE ON SUSTAINABLE INFRASTRUCTURE**
□ An independent body established to provide stakeholders and decision-makers advice on sustainable infrastructure.
www.nrtsi.ca/e/abo_home_.cfm
- 400. NSRP** **NORTH SASKATCHEWAN REGIONAL PLAN**
□ A Government of Alberta regional plan of the North Saskatchewan region, under the Land-use Framework and *Alberta Land Stewardship Act*.
www.landuse.alberta.ca
- 401. NWP** **NEW WEST PARTNERSHIP**
□ An agreement between Alberta, British Columbia and Saskatchewan to partner on four areas intended to promote economic growth in the three western provinces: interprovincial trade, international co-operation, innovation and government procurement.
www.international.alberta.ca/985.cfm
- 402. NWPTA** **NEW WEST PARTNERSHIP TRADE AGREEMENT**
□ An accord between the Governments of British Columbia (B.C.), Alberta and Saskatchewan that creates Canada's largest, barrier-free, interprovincial market. Under the NWPTA, B.C., Alberta and Saskatchewan are the first jurisdictions to commit to full mutual recognition or reconciliation of rules that hinder the free movement of goods, services, investment, and people within Canada. The NWPTA builds on the Trade, Investment and Labour Mobility Agreement between B.C. and Alberta and has the clarity Saskatchewan was seeking on public ownership of Crown land and the ability of municipalities to support economic development. The NWPTA came into effect July 1, 2010, and will be fully implemented on July 1, 2013.
www.newwestpartnershiptrade.ca/
- 403. OAG** **OFFICE OF THE AUDITOR GENERAL**
□ An office of the legislative assembly and independent of government, the OAG audits Government of Alberta ministries, departments, regulated funds and agencies, and provides recommendations on how to improve the efficiency and effectiveness of the public sector.
www.oag.ab.ca



MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 404. OC** **ORDER IN COUNCIL**
□ An order in council is the instrument by which the Lieutenant Governor in Council (cabinet) makes and implements its decisions. It may or may not be a regulation.
www.assembly.ab.ca/visitor/parlterms.htm#-%20O%20-
- 405. OHS** **OCCUPATIONAL HEALTH AND SAFETY**
□ OHS pertains to the health and safety of workers.
www.employment.alberta.ca/sfw/53.html
- 406. OPL** **OFFICIAL POPULATION LIST**
□ List of municipal populations approved annually by the Minister and used for per capita grant purposes.
- 407. OSCP** **ON-SITE COMMAND POST**
□ An operations centre established in the immediate vicinity of an emergency to provide immediate and direct response to the incident.
- 408. OSI** **OFFICE OF STATISTICS AND INFORMATION**
□ The Government of Alberta's official provincial statistical agency.
www.employment.alberta.ca/4357.html
- 409. OSS** **OIL SANDS SECRETARIAT**
□ A Government of Alberta body created in 2007 to address rapid growth issues in the oil sands regions of Alberta. The OSS works with ministries, industry, communities and stakeholders to address the social, infrastructure, environmental and economic impacts of oil sands development. It acts as a main point of contact for inquiries from the public, industry and stakeholders on government's plan for managing growth in the oil sands.
www.treasuryboard.alberta.ca/OilSandsSecretariat.cfm
- P**
- 410. P3** **PUBLIC-PRIVATE PARTNERSHIP**
□ Infrastructure projects that are undertaken as a partnership between government and the private sector.
- 411. P.Eng.** **PROFESSIONAL ENGINEER**
□ The P.Eng. designation assures that legal, academic and experience requirements to practice have been met. It also signifies adherence to the standards and ethics of the profession. Only those people licensed with APEGGA can use this title or practice this profession in Alberta.
- 412. PAA** **PROVINCIAL ARCHIVES OF ALBERTA**
□ Located in Edmonton, the PAA acquires, preserves and makes available for research private and government records of provincial significance. The PAA also serves as the permanent repository of records of enduring value of the Government of Alberta.
www.culture.alberta.ca/archives
- 413. PAB** **PUBLIC AFFAIRS BUREAU**
□ A department of the Government of Alberta that provides cross-government communications planning and consulting support.
www.gov.ab.ca/pab/index.cfm

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 414. PAE** **PREMIER'S AWARD OF EXCELLENCE**
□ Awards presented by the Premier annually to ministry and cross-ministry teams to promote and recognize superior client service and business practice in the Alberta public service.
www.chr.alberta.ca/Practitioners/?file=performance/premier/pae/premier-award-of-excellence&cf=14
- 415. PCO** **POLICY COORDINATION OFFICE**
- 416. PIA** **PRIVACY IMPACT ASSESSMENT**
□ A comment made by the Information and Privacy Commissioner under the *Freedom of Information and Protection of Privacy Act* on the implications of proposed legislative schemes or programs of public bodies for freedom of information or protection of privacy.
www.ipc.ualberta.ca/index.aspx?p=655
- 417. PIO** **PUBLIC INFORMATION OFFICER**
□ An officer in the municipal Disaster Services Agency.
- 418. PIPA** **PERSONAL INFORMATION PROTECTION ACT**
- 419. PLA** **PUBLIC LANDS ACT**
□ Administered by Sustainable Resource Development, this Act deals with the selling and transferring of public land, as well as the management of rangeland and activities permitted on designated land.
www.qp.gov.ab.ca/documents/Acts/P40.html
- 420. PLSB** **PUBLIC LIBRARY SERVICES BRANCH**
□ Provides policy, planning and administrative expertise required to develop and maintain provincial legislation related to public library service.
www.albertalibraries.ca
- 421. PMIR** **PUBLIC AND MEDIA INQUIRY ROOM**
□ A room/facility set up to receive and respond to inquiries from the public and media. The Alberta PMIR is established at the request of the AEMA Operations Centre and is managed by the Public Affairs Bureau.
- 422. PNWER** **PACIFIC NORTHWEST ECONOMIC REGION**
□ A regional forum that brings together legislative, government and private sector leaders from across the Pacific Northwest.
www.pnwer.org
- 423. POC** **PUBLIC OPERATIONS CENTRE**
□ The POC co-ordinates a cross-government response when municipalities, industry, or a government department requires assistance during the response to emergencies and disasters. The POC is comprised of a 24/7 Watchstation, the Operations Centre and the Cross Government Coordination Team (CGCT).
- 424. PSAB** **PUBLIC SECTOR ACCOUNTING BOARD**
□ A board that works to strengthen accountability in the public sector through developing, recommending and gaining acceptance of accounting and financial reporting standards of good practice.
www.psab-ccsp.ca/about-psab/item29033.aspx
- 425. PSAP** **PUBLIC SAFETY ANSWERING POINT**
□ A centre that answers calls made to 9-1-1. Some of these centres may also provide dispatch services for fire, police or ambulance resources.
www.vitel.ca/briefs/Alberta's%20Public%20Safety%20Communication%20Networks.pdf

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 426. PS** **PUBLIC SAFETY CANADA**
□ A department of the Government of Canada that provides national leadership to implement a comprehensive approach to protecting Canada's national critical infrastructure, as well as enhancing Canada's emergency management framework. PS ensures integration among federal organizations dealing with national security, emergency management, law enforcement, corrections, crime prevention and borders.
www.publicsafety.gc.ca/index-eng.aspx
- 427. PSD** **PUBLIC SAFETY DIVISION**
□ A division of the Department of Municipal Affairs that provides a framework of safety codes, standards and processes to promote and enforce the safe construction, operation and maintenance of buildings, facilities and associated equipment. The division is also responsible for supporting the development of public safety policy and administering the Tank Site Remediation Program. The division includes the Central Operations, Safety Services, NHBPO, and the OFC.
www.municipalaffairs.gov.ab.ca/am_public_safety_division.cfm
- 428. PSDS** **PRIVATE SEWAGE DISPOSAL SYSTEM**
□ Private sewage disposal systems are used when no municipal systems are available to safely dispose of human waste. Municipal Affairs develops and interprets the plumbing codes, standards and regulations that pertain to PSDS.
www.municipalaffairs.gov.ab.ca/cp_private_sewage.cfm
- 429. PSNS** **PUBLIC STAKEHOLDER NOTIFICATION SYSTEM**
□ A systematic electronic call out system used to notify GOA and municipal emergency management officials.
- 430. PSPC** **PRAIRIE STORM PREDICTION CENTRE**
□ Part of the Meteorological Service of Canada that monitors severe weather in Alberta and can activate the Alberta Emergency Public Warning System.
- 431. PSSCA** **PUBLIC SECTOR SERVICES CONTINUATION ACT**
- 432. PSSRA** **PUBLIC SERVICE SALARY RESTRAINT ACT**
- 433. P/T** **PROVINCIAL/TERRITORIAL**
□ Often relates to committees with membership from all Canadian provinces and territories.
- 434. PTMAA** **PETROLEUM TANK MANAGEMENT ASSOCIATION OF ALBERTA**
□ A delegated administrative organization with a role in protecting the environment and public health from the impacts of leaking underground petroleum storage systems.
www.ptmaa.ab.ca
- 435. PTOC** **PROVINCIAL/TERRITORIAL OFFICIALS COMMITTEE**
- 436. PTPACC** **PROVINCIAL/TERRITORIAL POLICY ADVISORY COMMITTEE ON CODES**
□ A deputy minister-appointed committee that advises the Canadian Commission on Building and Fire Codes on policy, administration and management issues for public safety systems for the building, fire and plumbing disciplines.
www.nationalcodes.ca/eng/ccbfc/ptpacc.shtml
- 437. PUA** **PUBLIC UTILITIES ACT**

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

438. PUL

PUBLIC UTILITY LOT

- A category of land designation where land is required to be given by the owner for the purpose of public utilities as provided by *Municipal Government Act*.

Q

439. QMP

QUALITY MANAGEMENT PLAN

- A document for municipalities intending to apply to the Safety Codes Council for accreditation to administer safety codes under the *Safety Codes Act*.

R

440. RAC

REGION ADVISORY COUNCIL

- Appointed by the Government of Alberta for each Land-use Framework region to provide advice on the development of the regional plans.

441. RAMP

RESIDENTIAL ACCESS MODIFICATION PROGRAM

- Provides grants to help lower-income Albertans with mobility challenges modify their homes so they can enter and move around more easily.

www.humanservices.alberta.ca/disability-services/residential-access-modification-program.html

442. RBB

RESULTS-BASED BUDGETING

- Results-based budgeting was intended to help ensure every government program and service delivers the outcomes Albertans expect as effectively and efficiently as possible, including those delivered by agencies, boards and commissions.

443. RC

RECEPTION CENTRE

- A support element of the municipal DSS, which provides basic shelter, food and other services to evacuees during **AN** emergency.

444. RCP

REGIONAL COLLABORATION PROGRAM

- A grant program under the Municipal Services Branch in support of strategic activities that improve the viability and long-term sustainability of municipalities through regional collaboration and capacity building.

www.municipalaffairs.alberta.ca/municipalgrants-description.cfm?program_id=41

445. RDHA

RED DEER HOUSING AUTHORITY

- Manages social housing owned by the government. RDHA administers 309 community housing units located in Red Deer, Sylvan Lake and Innisfail, as well as rent supplement programs.

446. RDRP

RED DEER REGIONAL PLAN

- A government of Alberta regional plan of the Red Deer region, under the Land-use Framework and *Alberta Land Stewardship Act*.

www.landuse.alberta.ca/

447. RDS

RURAL DEVELOPMENT STRATEGY

- A cross-government initiative to strengthen the four pillars essential for sustainable rural communities: economic development; community capacity, quality of life and infrastructure; health care; and learning and skill development.

[www1.agric.gov.ab.ca/\\$department/deptdocs.nsf/all/csi12104](http://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/csi12104)

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 448. REG** **REGULATION**
□ A governmental order, having the force of law and designed to control or govern conduct (more formally, "Alberta regulation" – see "AR").
www.justice.gov.ab.ca/publications/legislative_process/legislative_process_manual.pdf
- 449. REOC** **REGIONAL EMERGENCY OPERATIONS CENTRE**
□ Operations centre established in a suitable location off-site near the emergency to manage the larger aspects of the emergency response.
- 450. REF** **REGIONAL EVALUATION FRAMEWORK**
□ The framework providing criteria on which the Capital Region Board evaluates municipal statutory plans and statutory plan amendments to ensure consistency with the long-term regional interests in the Capital Region Growth Plan.
- 451. RFA** **REQUEST FOR ACCOMMODATION**
□ A form used by departments to request accommodation services from Alberta Infrastructure.
- 452. RFI** **REQUEST FOR INFORMATION**
□ A procurement procedure whereby vendors are provided with a general or preliminary description of a problem or need and are requested to provide information or advice about how to better define the problem, need, or find alternative solutions.
□ A property assessment procedure whereby Municipal Affairs' designated linear assessor or delegate (Assessment Services Branch) requests from companies linear property information required for the preparation of linear property assessments.
- 453. RFP** **REQUEST FOR PROPOSAL**
□ A competitive method for acquiring supplies or services.
- 454. RFQ** **REQUEST FOR QUOTE**
□ A competitive method for acquiring supplies and services.
- 455. RIM** **RECORDS AND INFORMATION MANAGEMENT**
□ The management of information regardless of media type (paper, electronic, microfilm, etc.).
- 456. RIMB** **RECORDS AND INFORMATION MANAGEMENT BRANCH**
□ A branch of Service Alberta that develops policies, standards and strategies to manage government information and provides records and information support services to Government of Alberta ministries, agencies, boards and commissions.
- 457. RIR** **REGULATORY IMPACT REPORT**
- 458. RM** **RECORDS MANAGEMENT**
□ Service Alberta is responsible for the government-wide records management program under the *Government Organization Act* and the Records Management Regulation. Provincial government organizations manage their records according to corporate standards, guidelines and policies to support the delivery of their programs and services.
www.im.gov.ab.ca/index.cfm?page=rm/index.html
- 459. RMWB** **REGIONAL MUNICIPALITY OF WOOD BUFFALO**
www.woodbuffalo.ab.ca/

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 460. ROC** **RECOMMENDATION FOR ORDER IN COUNCIL**
□ Ministries prepare an ROC for their minister to use as a summary briefing for ministers at cabinet meetings (see OC).
[www.alrb.gov.ab.ca/procedure/14\(c\).pdf](http://www.alrb.gov.ab.ca/procedure/14(c).pdf)
- 461. ROC** **RESUMPTION OPERATIONS CENTRE**
□ The operations centre designated by each department where allocated staff will begin to recover and resume business operations, in circumstances where their usual place of business is inaccessible.
- 462. RP** **REGIONAL PLAN**
□ A government of Alberta regional plan under the Land-use Framework and *Alberta Land Stewardship Act*.
www.landuse.alberta.ca
- 463. RPI** **REGIONAL PARTNERSHIPS INITIATIVE**
□ A means of fostering regional co-operation, the former RPI assists municipalities in exploring and developing partnerships between three or more municipalities by providing grant funding.
- 464. RPICC** **REGIONAL PLANNING INFORMATION COORDINATING COMMITTEE**
□ A Government of Alberta designated working group under the Land-use Framework working on the government planning supporting information systems.
- 465. RPIT** **REGIONAL PLANNING IMPLEMENTATION TEAM**
- 466. RPP** **REGISTERED PROFESSIONAL PLANNER**
□ Full members of the Alberta Professional Planners Institute use the designation RPP, under the Professional and *Occupational Associations Registration Act*. An RPP has the academic program, internship, and exam results to demonstrate the necessary skills, knowledge and experience to understand complex social, legal and economic issues. The designation is highly regarded by government, private industry, public and non-profit agencies, and academic institutions.
- 467. RRAP** **RESIDENTIAL REHABILITATION ASSISTANCE PROGRAM**
□ Offers financial assistance to First Nations and First Nation members to repair substandard homes to a minimum level of health and safety.
www.cmhc-schl.gc.ca/en/ab/hoprfias/hoprfias_007.cfm
- 468. RRCG** **REGIONAL RECOVERY COORDINATION GROUP**
□ Administrative capacity of the CAO Secretariat. Temporary group of eight provincial employees, including a Director of Infrastructure Projects, a Director of Social Recovery, a land-use planner, generalists and administrative support. Two contracted strategic advisors: Governance and Communications
- 469. RPT** **REGIONAL PLANNING TEAM**
- 470. RRS** **REGULATORY REVIEW SECRETARIAT**
- 471. RSC** **REGIONAL SERVICES COMMISSION**
□ A non-profit corporation formed by two or more municipalities to provide any utility (e.g. water) or other service they are authorized to provide.
- 472. RSS** **RECORDS SCHEDULING SYSTEM**
□ A web-based application that captures the record schedule information and manages the workflow between various stakeholder groups, including schedule development, review, opinions, appraisals, signatures and Alberta Records Management Committee approvals.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 473. RTAB** **RURAL TEAM ALBERTA**
□ A network of federal and provincial departments and agencies, and non-governmental agencies, with the mandate to serve rural Alberta.
www.rural.gc.ca/team/ab/alberta_e.phtml
- 474. RTDRS** **RESIDENTIAL TENANCY DISPUTE RESOLUTION SERVICES**
□ Offers landlords and tenants an alternative means of resolving serious disputes outside of court. The RTDRS is designed to be faster, more informal and less expensive than the courts.
www.servicealberta.ca/rtdrs/
- 475. RW** **RISK WATCH**
□ To improve short-term performance and long-term mental health outcomes for soldiers, police and firefighters and reduce barriers to care and encourage early access to care.
www.mentalhealthcommission
- S**
- 476. SA** **SUBDIVISION AUTHORITY**
□ A municipal authority designated by the council by bylaw to exercise subdivision powers and perform duties on behalf of the municipality as provided by *Municipal Government Act*.
- 477. SAB** **SPECIAL AREAS BOARD**
□ The SAB administers three separate rural areas in southeastern Alberta, created by the *Special Areas Act* and covering 2.1 million hectares, ensuring the provision of all municipal services and the leasing of public lands within the areas.
www.specialareas.ab.ca
- 478. SAF** **SOUTHERN ALBERTA FLOOD**
□ The June 2013 floods in Southern Alberta were unprecedented in our history and required an unparalleled response from our Government. An area of more than 55,000 square kilometres was directly impacted, resulting in the evacuation of almost 100,000 people and 10,000 homes. As well, critical infrastructure that supports Albertans' quality of life – including water treatment facilities, hospitals, schools, bridges, roads, business, recreations sites and more were impacted. The scope, scale and sheer speed of the flood waters resulted in the first-ever State of Provincial Emergency in Alberta being declared.
- 479. SafeCom** **SAFE COMMUNITIES SECRETARIAT**
□ SafeCom was established in 2008 to facilitate implementation of the recommendations of a 2007 report submitted by the Crime Reduction and Safe Communities Task Force. It is led by Alberta Justice and Attorney General and represents nine partnering ministries, including Municipal Affairs.
www.child.alberta.ca/home/1104.cfm
- 480. SAMC** **SOUTHERN ALBERTA MAYORS CAUCUS**
□ A group of mayors and Reeves that meet occasionally to discuss issues of interest to municipalities in southern Alberta.
- 481. SAR** **SEARCH AND RESCUE**
□ In Alberta, the locating and transporting of (often injured) missing persons is primarily the work of highly-trained teams of volunteers. Technical specialties include: high angle rescue, swift water, confined spaces and avalanche rescue. Maritime and air search and rescue are a federal responsibility.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

482. SARP SOUTHERN ALBERTA REGIONAL PLAN
483. SAR SEARCH AND RESCUE ALBERTA
Alberta
- The umbrella organization for the volunteer search and rescue teams in Alberta.
- www.saralberta.ca/
484. SAR KM SEARCH AND RESCUE KNOWLEDGE MANAGEMENT
- Daily Capturing of SAR Events Nationally
- www.nss-snrs.gc.ca/en/knowledge-management.page
485. SCA SAFETY CODES ACT
- Legislation that governs safety in ten disciplines: Building; Fire; Electrical; Plumbing; Gas; Boilers and Pressure Vessels; Elevators; Amusement Rides; Passenger Ropeways; and Private Sewage.
- www.qp.gov.ab.ca/documents/Acts/S01.html
486. SCC SAFETY CODES COUNCIL
- A council whose authority is derived from the *Safety Codes Act* and the Minister of Municipal Affairs, with the mandate to recommend codes and standards and accredit municipalities and safety codes officers to uphold these standards.
- www.safetycodes.ab.ca
487. SCC STANDARDS COUNCIL OF CANADA
- A federal Crown corporation with the mandate to promote efficient and effective standardization. The SCC reports to Parliament through the Minister of Industry and oversees Canada's National Standards System.
- www.scc.ca/en/about/index.shtml
488. SCF SMALL COMMUNITIES FUND
- Designates \$94 million in federal funding to support infrastructure projects in Alberta communities with a population of 100,000 or less. The SCF is focused on supporting local priorities that contribute to economic growth, a cleaner environment and stronger communities. The SCF program continues the tradition of cost-sharing infrastructure investments among the three levels of government: federal, provincial, municipal.
489. SCO SAFETY CODES OFFICER
- An officer who enforces the *Safety Codes Act*.
490. SDAB SUBDIVISION AND DEVELOPMENT APPEAL BOARD
- The board that hears appeals from persons affected by a decision of the development authority and the subdivision authority.
- www.municipalaffairs.alberta.ca/am_subdivison_appeals_board_manual.cfm
491. SEPAC SMALL EXPLORERS AND PRODUCERS ASSOCIATION OF CANADA
- The SEPAC represents the interests of emerging and junior oil and gas companies.
- www.sepac.ca
492. SFE STATEMENT OF FUNDING AND EXPENDITURES
493. SFO SENIOR FINANCIAL OFFICER
- Senior executive in an organization in charge of directing and managing financial affairs.
494. SGSC SOLICITOR GENERAL STAFF COLLEGE
- The SGSC provides training programs for staff of Alberta Justice, Alberta Solicitor General and Public Security, other ministries and non-profit agencies.
- www.solgps.alberta.ca/pages/ContactUs.aspx
495. SI STRATEGIC INITIATIVES

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 496. SIMS** **STAKEHOLDER INFORMATION MANAGEMENT SYSTEM**
□ Information available on *milenet* that contains stakeholder contact information.
- 497. SIR** **STATISTICAL INFORMATION RETURN**
□ A document that must be prepared annually by each municipality as a requirement of the *Municipal Government Act*.
- 498. SKILLSOFT** **SKILLSOFT**
□ Online training available to Municipal Affairs employees.
- 499. SLGM** **SOCIETY OF LOCAL GOVERNMENT MANAGERS**
□ The professional society that regulates the practices of local government managers and ensures its members act in the best public interest.
www.clgm.net
- 500. SO** **STANDING OFFER**
□ A standing offer is a supply arrangement, established by the Corporate Purchasing Section of Service Alberta, that enables departments to order goods directly from suppliers over a specific period of time at prescribed prices and terms and conditions.
www.servicealberta.gov.ab.ca/733.cfm
- 501. SOP** **STANDARD OPERATING PROCEDURES**
□ Standard procedures used in the activation of the Government Emergency Operations Centre.
- 502. SOREM** **SENIOR OFFICIALS RESPONSIBLE FOR EMERGENCY MANAGEMENT**
□ Standing forum responsible for co-ordinating a strategy for emergency management, and for providing guidance on how to enhance emergency management, in Canada.
- 503. SPOG** **SUNDRE PETROLEUM OPERATORS GROUP**
□ An industry partnership group formed in 1992 that includes 29 energy sector companies and 13 rural municipalities.
www.spog.ab.ca
- 504. SR** **SCHOOL RESERVE**
□ A category of reserve land designation used for public park, public recreation area, school authority purposes, to separate areas of land that are used for different purposes as provided by *Municipal Government Act*.
- 505. SR** **SYSTEM REQUEST**
□ A Municipal Affairs form for requesting changes, including purchasing, to network services, hardware, software, access and additional IT services delivered by our service provider.
- 506. SRB** **SURFACE RIGHTS BOARD**
□ A quasi-judicial board authorized under the *Surface Rights Act* to determine compensation related to energy activities.
www.surfacerights.gov.ab.ca/home
- 507. SRO** **SENIOR RECORDS OFFICER**
□ Senior Records Officers are designated by deputy heads to undertake the records management function within a government organization in accordance with Alberta legislation, policies, standards, and practices.
- 508. SSPS** **STRATEGIC SERVICES, PLANS AND PROJECTS**
□ A branch within the Public Safety Division at Municipal Affairs.
- 509. SSR** **SUSTAINABILITY SCREENING REPORT**

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 510. SSRP** **SOUTH SASKATCHEWAN REGIONAL PLAN**
□ A government of Alberta regional plan of the South Saskatchewan region, under the Land-use Framework and *Alberta Land Stewardship Act*.
www.landuse.alberta.ca
- 511. STANDATA** **STANDATA**
□ A provincewide variance, interpretation or information bulletin related to safety codes and standards, issued by the Public Safety Division of Municipal Affairs. To view STANDATA, click on the various disciplines listed on the ministry's Codes and Permits web page:
www.municipalaffairs.alberta.ca/cp_building_standata.cfm
- 512. SV** **SUMMER VILLAGE**
□ While new summer villages can no longer be formed under the *MGA*, existing summer villages continue to be governed by the provisions of the Act.
- 513. SWOT** **STRENGTHS WEAKNESSES OPPORTUNITIES AND THREATS**
□ A technique used to analyze an organization's internal and external environment to determine a strategic plan.
- T**
- 514. TA** **THREAT ASSESSMENT**
□ A periodic evaluation of information identifying threats (their origin, methodology, actors, potential for occurrence, and consequences) that may form the basis of action plans to lessen or respond to those threats.
- 515. TAL** **THE ALBERTA LIBRARY**
□ Is a province-wide consortium that now serves 49 member libraries, which includes public libraries; regional library systems; university libraries; college and technical institute libraries; and special libraries, in over 300 locations across the province.
www.thealbertalibrary.ab.ca
- 516. TAPP-C** **THE ARSON PREVENTION PROGRAM FOR CHILDREN**
□ A Canadian Juvenile Firesetter Intervention Program for children and teens who have been involved with fireplay and firesetting.
www.tapp-c.com/accomplishments.html
- 517. TC** **TRANSPORT CANADA**
- 518. TCA** **TANGIBLE CAPITAL ASSETS**
□ Tangible capital assets are a significant economic resource managed by governments and a key component in the delivery of many government programs. Tangible capital assets include such diverse items as roads, buildings, vehicles, equipment, land, water and other utility systems, aircraft, computer hardware and software, dams, canals, and bridges.
- 519. TDC** **TRANSFER OF DEVELOPMENT CREDITS**
□ Market based instruments used for the conservation and stewardship of lands, as provided by the *Alberta Land Stewardship Act*.
- 520. TILMA** **TRADE, INVESTMENT AND LABOUR MOBILITY AGREEMENT**
□ An agreement between Alberta and British Columbia to eliminate barriers to trade, investment and labour mobility.
www.tilma.ca

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

521. TRA **THREAT AND RISK ASSESSMENT**
□ A threat assessment combined with an assessment of the consequences or impact if the threat materializes, which is used by decision-makers to determine protection, security and resource levels.
522. TRAVIS **TRANSPORTATION ROUTING AND VEHICLE INFORMATION SYSTEM**
523. TSAG **FIRST NATIONS (AB) TECHNICAL SERVICES ADVISORY GROUP**
□ Provides technical services and training for Alberta First Nations in the Treaty 6, Treaty 7 and Treaty 8 areas.
524. TSRP **TANK SITE REMEDIATION PROGRAM**
□ A former grant program, announced in August 2006, to continue the work of the Underground Petroleum Storage Tank Remediation Program, providing funding to municipalities and other eligible owners of current or former gas station sites to help with cleaning up contamination caused by leaking underground petroleum storage tanks.

U

525. UARP **UPPER ATHABASCA REGIONAL PLAN**
□ A Government of Alberta regional plan of the Upper Athabasca region, under the Land-use Framework and *Alberta Land Stewardship Act*.
www.landuse.alberta.ca/
526. UDI **URBAN DEVELOPMENT INSTITUTE**
□ A non-profit association representing the development industry nationally, provincially and at the local level.
www.udialberta.com
527. UDR **URBAN DEVELOPMENT RESERVE**
□ A cross-ministry initiative to address public land release around Ft. McMurray.
528. UDSR **URBAN DEVELOPMENT SUB-REGION**
529. ULC **UNDERWRITERS' LABORATORIES OF CANADA**
□ An independent, third-party, not-for-profit certification organization that tests products for safety. Accredited by the Standards Council of Canada under the National Standards System.
www.ulc.ca
530. UPRP **UPPER PEACE REGIONAL PLAN**
□ A government of Alberta regional plan of the Upper Peace region, under the Land-use Framework and *Alberta Land Stewardship Act*.
www.landuse.alberta.ca/

V

531. VFD **VOLUNTEER FIRE DEPARTMENT**
532. VRC **VITAL RECORDS CO-ORDINATOR**
□ The person designated, as part of business continuity planning, to co-ordinate the recovery of a department's vital records.

W

533. WAMS **WATER ALLOCATION MANAGEMENT SYSTEM**
□ An Alberta Environment initiative to update the current water allocation management system.

MUNICIPAL AFFAIRS ACRONYMS AND ABBREVIATIONS LIST

- 534. WC** **WORKING COMMITTEE**
□ A group of people formed to work on a specific project or goal.
- 535. WCB** **WORKERS' COMPENSATION BOARD**
□ The WCB is a not-for-profit mutual insurance corporation funded entirely by employers.
www.wcb.ab.ca
- 536. WEPA** **WESTERN ECONOMIC PARTNERSHIP AGREEMENT**
□ A partnership to contribute to the sustainable and diversified growth of the Alberta economy through federal and provincial co-operation.
www.advancededucation.gov.ab.ca/technology/wepa.aspx
- 537. WG** **WORKING GROUP**
□ See WC.
- 538. WHC** **WORLD HERITAGE CONVENTION**
□ Adopted by the United Nations Educational, Scientific and Cultural Organization (UNESCO) in 1972 to secure the world's natural and cultural heritage (World Heritage Sites).
<http://whc.unesco.org>
- 539. WNV** **WEST NILE VIRUS**
□ A mosquito-borne virus that can cause West Nile Non-Neurological syndrome (formerly known as West Nile fever) or occasionally the more serious West Nile Neurological Syndrome.
www.cdc.gov/ncidod/dvbid/westnile/resources/fact_sheet_clinician.htm
- 540. WPAC** **WATERSHED PLANNING AND ADVISORY COUNCILS**
□ A multi-stakeholder non-profit organizations that bring public and private sector stakeholders in a Alberta watershed together to assess the conditions of their watershed and to develop a plan and activities to address watershed issues.
www.albertawater.com/index.php?option=com_content&view=article&id=76
- 541. WWW** **WORLD WIDE WEB**
□ The Internet.
- X**
- 542. X-GOV** **CROSS-GOVERNMENT**
□ Initiatives taking place across provincial government ministries. The GOA has identified a number of cross-government initiatives to which ministries are expected to contribute.
- 543. X-MIN** **CROSS-MINISTRY**
□ See X-Gov.

More acronyms can be found on the GOA Corporate Human Resources website:
www.chr.alberta.ca/orientation/acronym-dictionary.htm