

Disclosure | AAPP Newsletter



Alberta Association of
Professional Paralegals

From the Desk of the President, Ryan McDougall

A Year in Reflection: President's Update

On October 24, 2025, I stepped into the role of President—a new and exciting chapter after serving as Vice-President for seven years. While I was no stranger to the leadership team, this position brought new responsibilities and opportunities. My goal as President has been to lead a dedicated team of Directors, each bringing passion and expertise to our profession. I sincerely hope each Director feels supported and empowered to lead their portfolios with pride and purpose.

Unfortunately, this past year included another setback in our efforts for professional regulation. Despite multiple meetings, the Government of Alberta declined our request for financial assistance to support the creation of professional development courses, or legislative amendments. While this is disappointing, we are choosing not to focus on the denials, we are choosing to focus on what we **have** achieved. And there's a lot to celebrate!

Highlights from 2024/2025

☑ New Insurance Provider

We transitioned to **Acera Insurance**, securing nearly triple the benefits at the same rate—an incredible win for our members.

☑ Bookkeeping Cost Savings

We switched to **Common Cents Consulting**, reducing our bookkeeping rate from \$110/hour to just \$40/hour. A huge thank you to **Betty Neuert**, who generously supports non-profits like ours and believes in our mission.

☑ Successful Conference & Awards Event

Our annual Conference in **Leduc, Alberta** was a resounding success. Attendees, presenters, and sponsors all raved about the quality of the event—from food and entertainment to learning and networking. Huge

kudos to **Tanya Dechaine**, our Events Director, who is already planning the 2026 conference! Based on attendee feedback, we'll now host a conference **annually**—stay tuned for registration details in the new year.

☑ Mentorship Program Update

We reduced costs by eliminating underused MentorshipRocket software. Our Mentorship Director, **Kristine Jeffels**, continues to personally match mentors and mentees by area of practice. Interested? Email mentorship@alberta-paralegal.com.

☑ Grateful for Our Sponsors

Our incredible sponsors helped lower conference fees for attendees while providing generous swag and financial support. Hand-picked for their relevance to our industry, we proudly promote and support them in return. Thank you to our Sponsorship Director, **Samantha Jones**, who is already securing sponsors for our 2026 events. Want to get involved? Email sponsorship@alberta-paralegal.com.

☑ Website Revamp

Our website has undergone a much-needed makeover! It's now more user-friendly and easier to log in to your **Wild Apricot** membership profile. Visit www.alberta-paralegal.com to check it out—and don't forget to browse the job board for new opportunities. Thank you to our Communications Director, **Aimee Auclair**, for keeping our website up to date and our social media active and engaging.

☑ Growing Our Online Community

Join our **Facebook Group**: Alberta Association of Professional Paralegals. This is a space to connect, ask questions, share experiences, and support each other in our profession.

☑ Membership Updates

We continue to welcome all legal support professionals—legal receptionists, assistants, and paralegals alike. Did you know we offer **Bundled Memberships**? If your firm has 10 or more members, you may qualify for a group discount. Contact **Vanessa Wilson** at membership@alberta-paralegal.com for more info.

☑ Webinars Are Back!

Thanks to **Kristie Mahieux**, our Professional Development Director, we've relaunched monthly webinars tailored to topics **you** care about. Got a subject you'd like to learn more about? Reach out to profdevelopment@alberta-paralegal.com. Webinars attendance is included in membership and available to non-members for a small fee.

☑ Credentialing Exam in Development

Under the leadership of **Ashley Stasewich**, we've begun developing a **Credentialing Exam** for those transitioning into independent paralegal practice. This exam will help ensure a minimum standard of knowledge and experience, protecting the public and elevating our profession.

☑ Student Engagement & Recognition

Our Post-Secondary PR Director, **Michaela Rutherford**, is working with Alberta's post-secondary institutions to engage future paralegals and legal assistants. If you're a student excelling in your studies, don't miss the opportunity to apply for our **Student Honour Society**!

As we look ahead to 2025/2026, I am filled with optimism. With this incredible team of Directors, I know we will continue to make meaningful progress toward our goals and serve our members with dedication and heart.

**ALBERTA ASSOCIATION OF
PROFESSIONAL PARALEGALS
YOUR ELECTED 2025/2026 BOARD OF DIRECTORS**

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Alberta Association of
Professional Paralegals

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Newsletter Chair: Aimee Auclair
For inquiries about advertising or guest columns, please contact Aimee at: communications@alberta-paralegal.com

Disclosure is published multiple times throughout the year. Articles up to 1,500 words will be considered, but are not guaranteed for publication. Articles may be edited for formatting, legal and/or other purposes.

The views expressed in articles published in Disclosure do not necessarily represent the views of the AAPP. For permission to re-print articles or advertising, please contact the Newsletter Chair.

Exciting Opportunities Ahead

We are committed to providing exceptional support and opportunities for our members. Here's a glimpse of what's to come in 2026:

- **Mentorship Program:** Connect with experienced professionals who can provide guidance and support in your career. Don't forget to reach out if you are looking to be a mentor or mentee.
- **Membership Benefits and Perks:** Enjoy exclusive benefits designed to support your professional and personal growth. We continue to reach out to various businesses to look into possible membership discounts.
- **Medical and Health Benefits:** Enjoy exclusive benefits for our members providing affordable medical and dental health benefits. These benefits are great if you do not have benefits through your employer, or as a top-up of coverage if you already have benefit coverage. If you work in a small office, these benefits are available to lawyers as well if they are Affiliate Members of the AAPP. Do not hesitate to reach out for more information.
- **Professional Development Opportunities:** continual access to ongoing training and education to stay ahead in the legal industry.
- **Exclusive Job Opportunities:** Take advantage of job postings available only to our members through our website and social media posts.
- **Networking Events:** continually working on events which will assist in building valuable connections with fellow paralegals and industry leaders.
- **2026 Conference:** Join us for an inspiring conference featuring expert speakers, workshops, and more.
- **2026 Professional Excellence Awards and Gala:** Celebrate the achievements of outstanding paralegals and legal support professionals at our annual Professional Excellence Awards Gala.

Stay Connected

Facebook Page:



[AlbertaAPParalegal](#)

LinkedIn Page:



[Alberta Association of Professional Paralegals](#)

Facebook Members Only Group:



[AlbertaAPParalegal](#)



Alberta Association of
Professional Paralegals

BENEFITS OF MEMBERSHIP

The AAPP offers a variety of benefits to its members, notably a yearly conference highlighting leading industry topics. Including the option of health insurance benefits

Membership Fees

Paralegal - \$200.00 per year

Legal Support Professional - \$150.00 per year

Student - \$50.00 per year



BENEFITS



NETWORKING EVENTS

Network with industry professionals who share your vision to facilitate growth.



DISCOUNT ON COURSES

Get discounts on courses offered through LESA and courses through the ADR Institute of Alberta



NEWSLETTER

Enjoy four quarterly newsletters packed full of information, delivered right to your inbox.



MENTORSHIP PROGRAM

Whether you want to give back as a mentor or are looking for career direction as a mentee, the AAPP has someone for you.

MEMBERSHIP BUNDLES

Enroll 2 or more employees to receive a bundle discount:

2 - 10 members - 10%

11 - 29 members - 20%

30 - 49 members - 30%

50 or more members - 40%



membership@alberta-paralegal.com

Medical and Health Benefits

Great News All!!!

The AAPP has registered with Intact Insurance to provide medical and dental health coverage for members of the AAPP. These benefits are great if you do not have benefits through your employer, or as a top-up of coverage if you already have benefit coverage. If you work in a small office, please note that these benefits are available to lawyers as well, if they are Affiliate Members of the AAPP.

These benefits will become available **December 1, 2025**. There is an initial 60-day period where members can sign up without medical information being provided. This 60-day period is set to straddle the month of December and the renewal month of January 2026.

Please reach out to our president for more information at president@alberta-paralegal.com

belairdirect.
group benefits

Plan Summary January 1, 2026

Extended Health Care (EHC) Plan

If you're a preferred group member, you can opt into our EHC plan. This plan can include travel benefits and be an enhancement or replacement for your current group coverage. Plus, if you join within 60 days of ending your group coverage, you won't need to submit any medical proof of insurability. After the 60-day window, you are required to provide medical proof of insurability.

What is covered?

Receive 80% coverage for eligible expenses up to an annual maximum of \$20,000 per insured person, per policy year (excludes Emergency Travel). Other inside limits apply.

Health Care	Coverage
Drugs	Option A: \$2,000 per insured / calendar year* Option B: \$4,000 per insured / calendar year* *Includes vaccines \$100 / year
Hospital room (private or semi-private)	100% (up to \$100 / day)
Home care	\$50 / day (up to 10 days after hospital stay)
Accidental dental	\$1,000 / calendar year
Hearing aids	\$1,400 / 4 calendar years
Private duty nursing	\$3,000 / 3 calendar years
Medical items	Individual limits apply
Paramedical services	\$1,000 combined / calendar year
Emergency transportation	Land or air to nearest hospital
Prescribed health education programs	\$100 / calendar year

Vision Care	Coverage
Eye exam	1 exam / 2 calendar years (up to \$100)
Lenses, frames or contacts	\$300 combined / 2 calendar years

- Maximums listed are on a calendar year basis and per covered person unless noted otherwise.
- Pay direct drug card to reimburse prescription drugs included in the drug formulary of your province of residence (e.g. PharmaCare).
- Drugs are subject to mandatory generic substitution pricing when available (the lowest cost alternative among drugs that have identical active ingredients).
- \$10 dispensing fee cap and 8% mark-up limit apply.
- For complete plan details, please refer to your policy booklet.

Monthly rates for EHC plan

Age 65 and under	Single	Couple	Family
Option A (\$2,000 / year drugs coverage)	\$97	\$167	\$225
Option B (\$4,000 / year drugs coverage)	\$135	\$231	\$308
Age 66 and over	Single	Couple	Family
Option A (\$2,000 / year drugs coverage)	\$139	\$238	\$321
Option B (\$4,000 / year drugs coverage)	\$193	\$330	\$440

Journey Travel Plan (Only available with the Extended Health Care Plan)

Enjoy unlimited adventures with the optional Journey travel plan. This annual plan offers base coverage for an unlimited number of 62-day or 93-day (or less) trips outside of Canada, and an unlimited number of trips within Canada of any duration. Or for those long adventures, our supplemental plan can offer additional duration. The cherry on top? No health questionnaire or medical required.

What is covered?

- Up to \$10 million emergency medical coverage per insured person, per trip.
- Up to \$8,000 in coverage for trip cancellation and interruption per insured person, per trip.*
- Up to \$1,500 (\$3,000 per family) for lost, stolen or damaged baggage.
- 24/7 claims and medical assistance.

Journey Travel Plan Annual Rates (payments deducted monthly)

62-day Base Plan (no deductible)	Single	Couple	Family
Below age 75	\$642	\$1,299	\$1,598
Age 75 – 84	\$1,986	\$3,897	\$4,883
93-day Base Plan (no deductible)	Single	Couple	Family
Below age 75	\$809	\$1,637	\$2,014
Age 75 – 84	\$2,502	\$4,910	\$6,153

If you wish to apply for a \$1,000 deductible option, different base plan rates apply. Contact belairdirect for rates for ages 85+.

Dental Care Plan

Members who apply for dental care within 60 days of terminating group coverage are exempt from prorated maximums in the first calendar year.

What is covered?

Dental Care	Basic Plan
Basic services	80% (no annual max)
Minor services	80% (max \$750 combined / calendar year)
Major services	50% (Crowns / Posts / Inlays / Onlays: \$700 combined / calendar year. Bridges / Dentures / Implants: \$700 combined / calendar year)

Maximums listed are on a calendar year basis and per covered person unless noted otherwise. For complete plan details, please refer to your policy booklet.

Monthly Rates for Dental Care Plan

	Single	Couple	Family
Age 65 and under	\$69	\$139	\$167
Age 66 and over	\$99	\$199	\$239

A couple of heads up

- **Policy renewal:** Our Extended health care and Dental care plans renew every September 1st. Make sure to check out the policy terms and conditions. And don't forget, a fresh Journey travel base plan kicks in every September 1st too.
- **Premium payment:** We'll deduct your monthly premium from your bank account on the 5th of each month, one month in advance. So, your July 5th payment covers your August coverage. Easy, right? And if retail sales tax applies, we'll add it to your premiums as required.



Get in touch to simplify
your group benefits insurance.
1 833 460.8380
belairdirect.com/group-benefits

belairdirect.
group benefits

The Extended Health Care Plan and Dental Care Plan are underwritten by the Manufacturers Life Insurance Company ("Manufacturers") and administered by belairdirect Agency Inc. Coverage under the EHC Plan is subject to proof of residence in the applicable Provincial Pharmacare program. Travel insurance products are underwritten by Belair Insurance Company Inc. and services are provided by belairdirect Agency Inc. Valid provincial/territorial health plan coverage required. Travel assistance is provided by Global Exact Management Inc. Eligibility requirements, limitations and exclusions may apply and/or may vary by province/territory. Retail Sales Tax may apply based on your province or territory of residence. The information provided in this summary is for informational purposes only and should not be considered legal or insurance advice. Policy wordings prevail. Belair Insurance Company Inc. and belairdirect Agency Inc. share common ownership. *Certain benefits do not apply in your province or territory of residence. † Coverage for Trip Cancellation begins the day of booking your trip provided your insurance is in effect. If a trip is booked prior to Trip Cancellation insurance being in effect, coverage for that trip will begin the day that the insurance premium is paid and the policy is issued. Trip Cancellation, Interruption & Delay Insurance benefits apply only to travel arrangements booked prior to departure. © 2025, belairdirect Agency Inc. All rights reserved.

Manufacturers Life Insurance Company
manulife.ca
1 800 268-6005

Belair Insurance Company Inc.
belairdirect.com
1 833 964 2757



ARE YOU READY FOR SOME FUN?!?

The AAPP is bringing a fun Holiday meet and greet to the bowling alley. And even better, let's bring a little competition amongst colleagues! We will be hosting a bowling event in mid-November in Edmonton, Calgary, Lethbridge and Red Deer for you to attend with your co-workers. The AAPP is in the process of forming their teams for each of these locations, and we want you to compete against us and your colleagues.

How to participate?? Simply put together a team of 5 or 6 bowlers from your co-workers (think admin staff, legal assistants, paralegals, and even lawyers) and submit your team information along with the location you want to attend at by emailing the form on the next page to Tanya at awards@alberta-paralegal.com. The only requirement is that they have a paid membership with AAPP. We have plenty of options for team members to join, and right now we have a pro-rated fee so there is no excuse for team members not to join the AAPP!! Watch your emails for the registration sheet and more information on the scheduled date and check out the registration sheet right here in our newsletter. For any questions or to register, please email Tanya at awards@alberta-paralegal.com.

If you are not in these areas and want to join us, we strongly encourage you create your own team locally (and would love for you to) and go to your local bowling alley to participate. Simply email Tanya at awards@alberta-paralegal.com with the details of your team and the location and we can make arrangements for the AAPP to cover the lane costs.

We will be having a competition to see which team in the province has the best score for a chance to win some prizes!!! We are looking to get sponsorship to cover the bowling lane costs but you would be responsible for your own food and beverages. If your firm, or someone you know, is interested in sponsoring this event, please have them contact Tanya at awards@alberta-paralegal.com

We want this to be a fun way to get to know other legal support staff throughout the province and spread some holiday cheer so make sure to register **ASAP!!!**

AAPP Holiday Bowling Event Registration Form

Contact name: _____

Contact email: _____

Contact Phone: _____

Team name: _____

How many bowlers: _____ Location: _____

Names and info of bowlers on your team:

NAME:

AAPP MEMBERSHIP LEVEL:

****Please email completed form to Tanya at awards@alberta-paralegal.com****

2026 AAPP Conference & Awards Gala



SAVE THE DATE!!

We are thrilled to announce that dates and location have been set for our **2026 Alberta Association of Professional Paralegals Conference & Gala**. Mark your calendars for **May 28 and 29, 2026**, and get ready to meet us at the **Best Western Premier Calgary Plaza Hotel and Conference Center!!** Last year's event in Leduc was a hit, and we took all the feedback we received to make this year even better!! Speakers are already lining up to bring you **exclusive opportunities** tailored for legal assistants and paralegals!! We look forward to seeing you there!

Why Attend?

- Expand your knowledge and skills
- Earn professional development hours
- Reconnect with the paralegal community
- Celebrate your hard work in style
- Get inspired for the year ahead

When the learning concludes, the celebration begins!

The Gala – A Night to Remember

Join us for an elegant evening of dining, networking, and entertainment at our Annual Gala. Reconnect with colleagues, build new connections, and enjoy a well-deserved night out.

Make sure to watch your emails as **Early bird pricing is starting January 01, 2026!**



Alberta Association of
Professional Paralegals

**It's not too late
to get involved!**

**Join the AAPP's Exam Committee
and help build study materials for
Alberta's future paralegal exam.**

Interested in shaping AAPP's exam study materials for the future paralegal practitioner credentialing exam? It is not too late to join the Exam Study Materials Committee. We are seeking volunteers with experience in **ethical and professional responsibilities, administrative law, and alternative dispute resolution**. Your insight will help strengthen resources for current and future members. If you are willing to contribute, please contact Ashley Stasiewicz at director1@alberta-paralegal.com expressing your interest and to gather more information about how to get involved.