

Regular and Closed Meeting Agenda for Monday, April 14, 2025, at 5:30 p.m. to be held in the Council Chambers, in the Town Hall Complex, at 240 Main Street, Milk River, Alberta



1. Call to Order
2. Additions/Deletions to the Agenda
3. Delegations 5:40 pm
 - A) MWG Chartered Professional Accountants
 - B) Milk River Fire Department
 - C) North Milk River Water Users
4. Approval of Minutes
 - A) Minutes of the March 10, 2025, Regular Meeting
 - B) Minutes of the April 4, 2025, Special Meeting
5. Business Arising from Minutes
6. Financial Report
7. Administration Reports
 - A) Public Works
 - B) Community Peace Officer
 - C) Chief Administrative Officer
8. Break (10-15 minutes)
9. Old Business
10. Bylaws and Policies
 - A) Golf Cart Pilot Project Bylaw 1077
 - B) Rates Bylaw 1078
11. New Business
 - A) Correspondence
 - B) Milk River Minor Ball Sponsorship Request
 - C) Make a Wish Canada Hospital Activity Book Donation Request
 - D) Milk River Curling Club Condenser Agreement
 - E) Circular Materials Master Agreement
 - F) Milk River Cable Club Appointment
 - G) Horizon School Division Joint Election Agreement
 - H) 2025 Draft Operating Budget
 - I) 2025 Capital Plan Adjustment
12. Councillor Reports
 - A) Authorities, Boards, Committees and Commission Minutes

13. Mayor's Report

A) Authorities, Boards, Committees and Commission Minutes

14. Closed Session

A) Section 17 - Disclosure harmful to personal privacy x 2

15. Adjournment

Request for Decision

MWG Chartered Professional Accountants

April 14, 2025



RECOMMENDATION

That the 2024 Audited Financial Statements be approved as presented.

LEGISLATIVE AUTHORITY

BACKGROUND

MWG Chartered Professional Accountants performed a financial audit on the Town of Milk River for the 2024 year. Representatives will be in attendance to review the audit findings with Council.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

To be provided at the meeting.

Request for Decision

Delegation: Milk River Fire Department

April 14, 2025



RECOMMENDATION

That Council accept the report from the Milk River Fire Department.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

Members from the Milk River Fire Department will be in attendance to provide an overview of activities from 2024.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Delegation: North Milk River Water Coop

April 14, 2025



RECOMMENDATION

That Council accept the report from the North Milk River Water Coop.

LEGISLATIVE AUTHORITY

Municipal Government Act

North Milk River Water Coop Agreement

BACKGROUND

Mr. Russ Wahl, President of the North Milk River Water Coop, has requested time with Council to discuss operations and the cost of water purchased from the Town of Milk River.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. North Milk River Water Coop Agreement

THIS AGREEMENT made in quadruplicate this 30 day of September, A.D. 2002.

BETWEEN:

TOWN OF MILK RIVER
a Municipal Corporation
in the Province of Alberta
(hereinafter referred to as the "Town")

- and -

NORTH MILK RIVER WATER CO-OP LTD.
P.O. Box 367, Milk River, Alberta
(hereinafter referred to as "Co-op")

2002 Annual
Diversion
95679 m³
(775 feet deep)

WHEREAS the Town owns and operates a domestic use water system for and on behalf of the residents of the Town;

AND WHEREAS pursuant to the provisions of The Municipal Government Act, as amended, the Town is empowered to enter into Agreements to supply water transmission services outside the boundaries of the Town;

AND WHEREAS the Co-op has organized and developed a domestic use water system for and on behalf of its members:

AND WHEREAS the Co-op is desirous of gaining access to and enjoying water transmission services of the Town's water supply system;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and conditions hereinafter contained, the parties hereto covenant and agree as follows:

TOWN COVENANTS

1. The Town hereby covenants and agrees to supply water transmission services to the Co-op from the settling basin owned by the Town to a connection to the Co-op's water system supplied and constructed by the Co-op subject to the terms and conditions hereinafter set forth.

2. The Town agrees that it will not unreasonably block or restrict the flow of water to the Co-op; subject to the terms, conditions and contingencies identified herein;

3. The Town shall provide and install a shut-off valve and a turbo meter at the point of connection to determine the consumption flow into the Co-Op's system. The Co-op will supply a spare meter measure chamber and the Town will change it every SIX (6) months. The meter will be read prior to change out by the Town. The Town will test the meter measure chamber every SIX (6) months; once the efficiency of any meter measure chamber drops below 95%, the Co-op will have to replace the meter measure chamber. The Co-op will pay the Town for the pulling and replacing of the chamber and the testing.

CO-OP COVENANTS

4. The initial cost of the supply and installation of the valve and meter being the responsibility of the Co-op.

5. The Co-op shall obtain and produce to the Town all necessary permits and approvals from all government departments to allow the diversion of water and the connection of its water system (hereinafter referred to as "the connection") to the Town's water system;

6. The Co-op agrees to connect its water system to the Town's settling basin at a location mutually agreed to by the Town and pursuant to the details set out in the plans and specifications provided by the Co-op and approved by the Town prior to construction;

7. The Co-op agrees to have the actual connection work approved by the Town and that the construction will be completed in a good and workmanlike manner and fully inspected by the Town prior to any backfilling; the cost of such inspection by the Town to be the responsibility of the Co-op;

8. The Co-op shall be responsible for all costs involving the obtaining of approvals and permit as well as all costs of planning, construction, and maintenance of the connection installed by the Co-op;

9. The Co-op covenants to pay the Town as follows:

(a) the sum of \$1,000.00 per initial share connection to the Co-op's water system by its users; and

(b) the sum of \$2,840.91 for one block of 11,364 cubic meters of water.

The first block will be purchased and paid for in advance with additional cubic meters being purchased at \$.25 per cubic meter and will be billed every two months. The above rates are the current rates and are subject to alterations and adjustment from time to time as the Town may determine. Unused conveyance of water within the guaranteed block is lost if not used within the one year billing period.

- (c) upon receipt of the bill from the Town for water consumption, the Co-op shall pay the same within 30 days. Thereafter the Co-op agrees to pay interest on the unpaid balance at a rate of interest equivalent to 18% per annum compounded semi-annually.

MUTUAL COVENANTS

10. The Town shall supply the Co-op with water transmission services as herein provided and the Co-op shall accept and take the services at the price herein upon the conditions hereinafter contained, that is to say:

- (a) Installation and maintenance of the waterline and water meters shall be, at a minimum, in accordance with the Town's By-Law in force from time to time and the standards and specifications attached hereto as Schedule "A", which By-Laws, standards and specifications may be modified and amended from time to time by the Town in its sole discretion.
- (b) The reading of such meters as aforesaid shall be taken once per month by the Town for allocation purposes and once every two months for billing purposes, and the quantities so registered shall be accepted as accurate except and unless the correctness of any or either of such meters shall be disputed by the party within fourteen (14) days thereafter in which case such dispute shall be referred to arbitration, as hereinafter referred;
- (c) The water to be transmitted shall be delivered at pressures and volume flows normally available at the extremities of the Town's water distribution system. If consumption at the main meter at the end of any reading month exceeds the monthly allocation allowable, the transmission of water will cease until such time as the overage is negated. At no time shall the water transmission be denied to the

Co-op other than for those reasons hereinafter set forth;

- (d) The maximum flow rate is 3,000 imperial gallons per day per share and shall be governed by means of a water flow restriction device to be installed at the point of connection to each service provided by the Co-op; the cost of such supply and installation to be the responsibility of the Co-op;
- (e) The Town shall be able to stop or limit transmission of water if the maximum amount of water allowed under the Co-op's license to divert is reached or a restriction is placed on the volume of water transmission by Alberta Environment. Thereafter, transmission will be reduced to all other users in conjunction with any request or order made by Alberta Environment. If the North Milk River Water Diversion License is restricted, the Town shall be entitled to reduce transmission levels to coincide with the restriction.
- (f) The Town may, after 24 hours notice to the Co-op, be at liberty to discontinue the supply of water should the said Co-op fail to observe or perform any or all of the conditions and stipulations herein contained;
- (g) The Town may at any time cease to supply water to the Co-op for such period or periods of time as the Town, in its unfettered discretion, may deem appropriate having regard to the safety, health, protection, needs, demands and financial circumstances of the Town or its residents or having regard to any other factor deemed relevant by the Town; such discretion not to be unreasonably exercised;
- (h) Notwithstanding any other references in this agreement, the Town makes no representation to the Co-op as to the quantity or quality of the water so supplied and the Co-op hereby releases the Town, its councilors, officers, agents and employees from any and all liability for any injury, loss or damage which may be suffered by the Co-op or by anyone residing at or attending upon the Co-op's water system as a result of the use of the water supplied hereunder or as a result of the non-supply of that water; it being understood and agreed that the Co-op shall be solely responsible for the quality of the water passing through its water system;

- (i) The Co-op shall limit its distribution of water to its members only and such membership shall be restricted to TWENTY (20) shares. Thereafter the Co-op shall not supply, offer or permit the sale of water supplied by the Town under this agreement to any other domestic or industrial/commercial user without the written consent of the Town. Should such consent be granted, the cost of such additional share connections shall be determined by the Town and may exceed \$1,000.00 per share connection. The Co-op will supply to the Town a reading of every meter on its system every three months for reconciliation purposes.
- (j) The Co-op agrees at all times to maintain the connection and its water system in good and reasonable condition and to meet any and all standards set by government departments in relation thereto and agrees to repair immediately any damaged, faulty or leaking parts with the understanding that any loss of water shall remain as chargeable;
- (k) The cost of improving the Town's water treatment and distribution system for increased capacity shall be shared by the Town and the Co-op in a ration determined on a consumption basis; such costs to be limited to expenses incurred on the system from the river intake to the settling basin;
- (l) The Co-op accepts any and all liability to the Town or any residents of the Town as the case may be for any damage, loss or injury suffered as a result of any malfunction of the Co-op's water system and shall carry adequate public liability insurance during the construction and operation of the connection and its water system;
- (m) The Co-op agrees to indemnify and hold harmless the Town from any and all actions, damages, claims and costs in relation to the construction and/or continued operation of the connection and water system;
- (n) The Co-op may, after 60 days notice to the Town, terminate this agreement and the connection to the Town's settling basin; provided that such disconnection shall be entirely at the cost of the Co-op and further provided that no damage of any kind is done to the Town's settling basin;

- (o) The Town shall not be responsible to the Co-op for any stoppage of the supply of water if such stoppage is occasioned by frost, the break of any water main or service pipe, necessary repair or proper maintenance of the waterline, any accident due to the operation of the water plant system, major fire requiring excessive water or a general electric power outage unless such action has been shown to be directly due to the negligence of the Town or its employees.
- (p) It is agreed by the parties hereto that if at any future date the Town, in the manner provided by law, should limit the treatment of its water system or put other additives in the said system, that the Co-op shall receive the water so treated without complaint, provided however, the same is potable water as established within the water quality criteria.
- (q) Water conveyance rates will be determined by the Town and the Co-op on or before the end of March of each year of the term hereof.
- (r) The Town and the Co-op shall meet at least once during each year of the term hereof for the purposes of receiving and exchanging reports as follows:
 - (i) Conveyance system reports from the Town shall include, but not be limited to, annual pumping reports from the Town's records, metering reports on the Co-op meters by the Town, financial reports, projected five-year major maintenance report and five-year long-term capital budget on the water system from the infiltration galleries to the settling basin;
 - (ii) Co-op report on total consumption of water and any problems and concerns with billings, meters and other items;
 - (iii) Review of operating and capital expenses for the previous year as provided by the Town; and
 - (iv) Setting of water conveyance rates for the upcoming year of the term;

MISCELLANEOUS COVENANTS

11. Any waiver on behalf of the Town of any breach of the terms and conditions of this agreement shall extend only to the particular breach so waived and shall not limit nor affect the Town's rights with respect to a continuation of the breach or any other breach or any future breach.
12. The obligations herein to be performed are continuing obligations and shall survive the signing of this agreement and the construction of the connection;
13. The parties cannot assign the rights and obligations of this agreement except to a successor in name to the parties hereto;
14. In the event the obligations of the parties hereto cannot be agreed upon, the same shall be settled by an award of three arbitrators, or a majority of them, one to be named by the Town, and one by the Co-op, at least SIXTY (60) days before the expiration of the term hereby granted and of every succeeding term hereafter, and the two arbitrators thus chosen shall forthwith select a third and their award, or the award of a majority of them shall be made before the expiration of the then existing term; provided that the expenses of the said arbitration shall be borne equally between the parties hereto, but the said new Agreement shall be prepared by and at the expense of the Co-op. If the Co-op shall neglect or refuse to name an arbitrator within the time hereinbefore limited, or to proceed with the said arbitration, the arbitrator named by the Town shall proceed and its award shall be final.
15. The parties hereto agree that any notice, request or demand herein provided for or given hereunder if given by the Town to the Co-op shall be sufficiently given if mail by registered mail, postage prepaid, addressed to the Co-op at P.O. Box 367, Milk River, Alberta, T0K 1M0. Any notice herein provided for or given by the Co-op to the Town shall be sufficiently given if mailed as aforesaid addressed to the Town at 240 Main Street N.E., P.O. Box 270, Milk River, Alberta, T0K 1M0. Any notice mailed as aforesaid shall be conclusively deemed to have been given on the next business day following the day on which such notice is mailed as aforesaid. Either the Town or the Co-op may at any time give notice in writing to the other or others of any change of address of the party giving such notice and from and after the giving of such notice the address therein specified shall be deemed to be the address of such party for the giving of such notices thereafter.
16. This Agreement shall enure to the benefit of and be binding upon the

parties hereto and their respective heirs and assigns.

IN WITNESS WHEREOF the Town and the Co-op have hereunto caused to be affixed their Corporate Seals attested by the signature of their proper officers in that behalf the day and year first above written.

SIGNED, SEALED AND DELIVERED)

TOWN OF MILK RIVER

PER: Terri Michener

PER: Quinn Hendon

Barry Thelen
Barry Thelen

NORTH MILK RIVER WATER CO-OP LTD.

PER: Glenn Hepple

PER: Dan Blud

SCHEDULE "A"

REGULATION ON CROSS CONTROL DEVICES

RESPONSIBILITY OF THE CO-OP MEMBER

The Co-op Member is responsible for preventing pollutants and/or contaminants from entering his potable water system(s) or the public potable water system. The responsibility starts at the point of entry and includes all his water systems.

The Co-op Member, at his expense shall install, operate, test and maintain suitable approved backflow prevention devices as directed by the authority having jurisdiction. Test, maintenance and repairs of all backflow prevention devices must be made by a certified tester. The record of all tests maintenance and repairs shall be on approved forms and copies forwarded to agency having jurisdiction.

In the event of accidental pollution or contamination of the public or Co-op Member's potable water system due to backflow on or from the Co-op Member's premise(s) the owner or his agent should promptly take steps to confine the spread of the hazard within the in-plant system and should promptly take steps to confine the spread of the hazard within the in-plant system, and should notify the water purveyor, the Health Authority.

The Co-op Member shall provide access for water department representatives to all service connections, meter, backflow prevention devices, or other facilities pertinent to the water service(s) installed on his premises.

RESPONSIBILITY OF THE TOWN OF MILK RIVER

The Town of Milk River has the primary responsibility for providing the public with a safe and potable water supply and for preventing water from an unapproved source, or any deliterious substance from entering the public potable water supply system. his responsibility shall begin at the source and include all the public water distribution system, service connections terminating at the point of entry to the Co-op Member's premises.

The Town of Milk River shall exercise reasonable care and vigilance to ensure that the customer has taken the necessary steps to safeguard the public water system contamination.

The Co-op shall conduct or cause to be conducted, periodic inspections of the customer's water system to determine whether any unsafe condition exists. The Co-op would be prohibited from installing and/or maintaining a water service connection where an uncontrolled cross-connection either actual or potential may exist unless the condition can be satisfactorily controlled by requiring the customer, at his own expense to:

1. Install a suitable approved backflow prevention device at each service connection to his premise(s).
2. Test such a device annually or more frequently when deemed necessary. This test must be conducted by a qualified tester.
3. Have the device property repaired and maintained by a qualified tester, keep adequate records of each test and subsequent maintenance and repair, including materials and replacement parts.
4. Forward copies of the test report to the agency in charge of the program. This relieves the purveyor from any responsibility for any existing or potential cross connections on the customer's property.

CONCLUSIONS

1. The general intent of the Safety Code is clear. Where there is a possibility of backflow of contaminated water into a potable water supply, a backflow preventer must be installed.
2. While terminology used in the regulations in not consistent, the wording would appear to be broad enough to cover pumps, piping, etc. drawing water from a private well.
3. A Co-op member on a municipal system who is also drawing water from a private well would appear to be required to install a backflow preventer, and the onus is on him to insure that the device is in good working order.

AFFIDAVIT OF EXECUTION

CANADA I, BARRY THIELEN
PROVINCE OF ALBERTA of the town of MILK RIVER
TO WIT: in the Province of Alberta, make oath and say:

- Glenn Heppler
1. THAT I was personally present and did see Derek Thielen named in the within instrument, who is (are) personally known to me to be the person(s) named therein, duly sign and execute the same for the purpose named therein;
 2. THAT the same was executed at the Town of MILK RIVER in the Province of Alberta and that I am the subscribing witness thereto;
 3. THAT I know the said GLENN HEPPER DEREK THIELEN and each ~~is~~ (are) in my belief of the full age of eighteen years.

SWORN before me at MILK RIVER

MILK RIVER
in the Province of Alberta

Barry Thielen
Signature of Witness

this 28 day of SEPT 19 2002

Richard Chamberlain
SIGNATURE OF COMMISSIONER FOR OATHS
IN AND FOR THE PROVINCE OF ALBERTA

RICHARD CHAMBERLAIN
PLEASE PRINT OF TYPE NAME OF
COMMISSIONER FOR OATHS

My appointment as Commissioner for Oaths terminates JAN 23/2004
DATE

DATED

September 30

A.D. 2002

BETWEEN:

TOWN OF MILK RIVER

(hereinafter referred to as the "Town")

- and -

NORTH MILK RIVER WATER CO-OP LTD.

(hereinafter referred to as "Co-op")

WATER SERVICES AGREEMENT

NORTH & COMPANY

BARRISTERS AND SOLICITORS
LETHBRIDGE, ALBERTA

WAYNE C. PETERSEN
PHONE: 403-328-7781
FAX: 403-320-8958
FILE #22337.23 WCP

Request for Decision

Approval of Minutes

April 14, 2025



RECOMMENDATION

That the minutes for the March 10, 2025, regular council meeting be accepted as presented.

That the minutes for the April 4, 2025, special council meeting be accepted as presented.

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 208(1)(a)
Procedure Bylaw 1060

BACKGROUND

As per the MGA and the Town's Procedural Bylaw, minutes are to be recorded and given to council for adoption at a subsequent council meeting.

RISKS/CONSEQUENCES

1. By not approving the previous meetings minutes, Council would then not approve the decisions they made, as recorded, and no motion would be actioned by administration.
2. The minutes of the Council meetings can be adopted as amended. Council would need to be specific in an amendment to the recording of the previous meetings minutes.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Prior to Adoption: March 10, 2025, regular council meeting minutes
2. Prior to Adoption: April 4, 2025, special council meeting minutes

Prior to Adoption

Minutes of the Town of Milk River Regular and Closed Council meeting held on Monday, March 10, 2025, at 5:30 p.m. in the Council Chambers, in the Town Hall Complex, at 240 Main Street, Milk River, Alberta.

Present - Elected Officials

Councillor Peggy Losey, Deputy Mayor Anne Michaelis, Councillor Shayne Johnson, and Councillor Dave Degenstein

Absent - Elected Officials

Mayor Larry Liebelt

Present - Administration

Kelly Lloyd, Chief Administrative Officer

1. Call to Order

Deputy Mayor Michaelis called the meeting to order at 5:30 p.m.

2. Additions / Deletions to the Agenda

Additions / Deletions to the Agenda

Addition 11H) Milk River Cable Club Appointment

Moved by Councillor Degenstein, "that Council approve the agenda for March 10, 2025, regular council meeting as amended."

Motion Carried 2025-51

3. Delegation: 5:40 p.m.

A) Milk River and District Ag Society

President Laurie Balog was in attendance and spoke to the Ag Societies activities. Ms. Balog noted that the mandate of the Milk River and District Ag Society is to build community.

Moved by Councillor Degenstein, "that Council accept the update from the Milk River and District Ag Society and thank Ms. Balog for presenting."

Motion Carried 2025-52

B) RCMP

Sergeant L. Shiels was in attendance and provided an update on community statistics and answered Council's questions.

Moved by Councillor Johnson, "that Council accept the RCMP Report as information."

Motion Carried 2025-53

4. Approval of Minutes

A) Minutes of February 10, 2025, Regular Council Meeting

Moved by Councillor Losey, **“that Council approve the February 10, 2025, regular council meeting minutes as presented.”**

Motion Carried 2025-54

5. Business Arising from Minutes

6. Financial Report

Council reviewed the 2025 year to date operating budget, the cash report and cheque listing.

Moved by Councillor Degenstein, **“that the Financial Report for the period ending February 28, 2025, be accepted as information.”**

Motion Carried 2025-55

7. Administration Reports

A) Public Works

The report was contained within the agenda package.

B) Community Peace Officer

The report was contained within the agenda package.

C) Chief Administrative Officer

CAO Lloyd provided a verbal report in addition to the report contained within the agenda package.

Moved by Councillor Losey, **“that Council accept the Administration Reports for the period ending February 28, 2025, as information.”**

Motion Carried 2025-56

8. Break

The Deputy Mayor recessed the meeting at 6:54 p.m.

The Deputy Mayor reconvened the meeting at 7:10 p.m.

9. Old Business

10. Bylaws and Policies

A) Policy HR5.0 Chief Administration Officer Appraisal

Moved by Councillor Degenstein, "that Council approve the HR5.0 Chief Administrative Officer Appraisal Policy as presented."

Motion Carried 2025-57

11. New Business

A) Correspondence

Resident Letters

Moved by Councillor Losey, "that Council direct administration to investigate tree bylaws in other communities and to create a tree bylaw to ban new poplar planting in the town."

Motion Carried 2025-58

Two resident letters will be discussed during the budget item discussion. The anonymous letter regarding the housing authority will be forwarded to Ridge Country Housing.

Moved by Councillor Losey, "that correspondence for the period ending March 10, 2025, be accepted as information."

Motion Carried 2025-59

B) Housing Needs Assessment

Moved by Councillor Degenstein, "that Council accept the Housing Needs Assessment as information and direct administration to research the creation of tax sub-classes for vacant residential and commercial buildings and properties."

Motion Carried 2025-60

C) Kinettes Donation Request

Moved by Councillor Johnson, "that Council approve the Premier Platinum Sponsorship to the Kinette Club of Milk River in the amount of \$400.00."

Motion Carried 2025-61

D) Curling Rink Condenser Payment

Moved by Councillor Losey, "that Council approve payment of the curling rink condenser invoice to Startec in the amount of \$105,900."

Motion Carried 2025-62

E) 2025 Draft Operating Budget

Moved by Councillor Degenstein, "that the March 10 meeting be extended at 9:30 p.m."

Motion Carried 2025-63

Moved by Councillor Losey, "that Council set April 4, 2025, at 9:00 a.m. for a Special Meeting."

Motion Carried 2025-64

Moved by Councillor Degenstein, **“that Council accept the 2025 draft operating budget as information.”**

Motion Carried 2025-65

F) 2025 Capital Plan Adjustment

Moved by Councillor Degenstein, **“that the 2025 Capital Plan Adjustment be accepted as information.”**

Motion Carried 2025-66

G) Lethbridge Region Economic Resilience Task Force

Moved by Councillor Losey, **“that Council accept the Lethbridge Region Economic Resilience Task Force item as information.”**

Motion Carried 2025-67

H) Milk River Cable Club Appointment

Moved by Councillor Degenstein, **“that Council table the Milk River Cable Club Appointment meeting to the next Council meeting.”**

Motion Carried 2025-68

12. Councillors Reports

Deputy Mayor Michaelis attended a Milk River & District Senior Citizens meeting.

Councillor Degenstein **attended the following meetings: Veteran’s Memorial Highway, Ridge Country Housing, Ridge Regional Public Safety, Family & Community Support Services, and the Inter-basin Transfer water open house.**

Councillor Losey attended a Ridge Country Housing meeting, an Oldman River Regional Services Commission meeting, the Inter-basin Transfer water open house and a zoom meeting with MP Glen Motz.

Councillor Johnson reported on the Heritage Handi Bus.

Moved by Councillor Losey, **“that the Councillor reports for the period ending March 10, 2025, be accepted as information.”**

Motion Carried 2025-69

13. Mayors Report

There was not a report for this meeting.

14. Closed Session

15. Adjournment

Moved by Councillor Degenstein, "that Council direct administration to respond to the two resident letters noting that the items of concern are on the proposed capital plan adjustment and will be further discussed on April 4 with the intention to approve some level of mitigation."
Motion Carried 2025-70

Moved by Councillor Losey, "that the regular council meeting of March 10, 2025, adjourn at 10:10 p.m."
Motion Carried 2025-71

Anne Michaelis
Deputy Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the day of 2025.

Prior to Adoption

Minutes of the Town of Milk River Special Council meeting held on Tuesday, April 4, 2025, at 9:00 a.m. in the Council Chambers, in the Town Hall Complex, at 240 Main Street, Milk River, Alberta.

Present - Elected Officials

Mayor Larry Liebelt, Councillor Peggy Losey, Deputy Mayor Anne Michaelis, and Councillor Shayne Johnson

Absent - Elected Officials

Councillor Dave Degenstein

Present - Administration

Kelly Lloyd, Chief Administrative Officer

1. Call to Order

Mayor Liebelt called the meeting to order at 9:10 a.m.

2. Adoption of Agenda

3) Special Meeting Business

A) 2025 Draft Operating Budget

The Mayor recessed the meeting at 10:16 a.m.

The Mayor reconvened the meeting at 10:20 a.m.

B) 2025 Capital Plan Adjustment

The Mayor recessed the meeting at 12:46 p.m.

The Mayor reconvened the meeting at 12:50 p.m.

4) Adjournment

Moved by Councillor Losey, "that the special council meeting of April 4, 2025, adjourn at 1:15 p.m."

Motion Carried 2025-72

Larry Liebelt
Mayor

Kelly Lloyd
Chief Administrative Officer

These minutes were approved on the XX day of XXXX 2025.

Request for Decision

Financial Report

April 14, 2025



RECOMMENDATION

That the Financial Report for the period ending March 31, 2025, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

On a quarterly basis, a high-level financial report is provided to council for review and information.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. 2025 Year to Date Operating Budget
2. Cash Report
3. Cheque Listing

**Revenue and Expenses - by Funtion
for the 3 Months Ended March 31, 2025**

	2024 Actual	2025 Interim Budget	2025 YTD Actual	Remaining Dollars	% Collected/ Used
Operating Revenues					
Taxation	-1,174,373.87	-1,207,616.00	-0.03	-1,207,615.97	0.00
Sale of Goods and Services	-674,293.67	-675,790.00	-105,218.76	-570,571.24	15.57
Other Revenue/Franchise Fees	-307,702.62	-298,216.00	-85,878.22	-212,337.78	28.80
Conditional Grants	-163,938.95	-213,600.00	0.00	-213,600.00	0.00
Transfer from other Functions	0.00	0.00	0.00	0.00	0.00
Transfer from Reserves	0.00	-276,889.00	0.00	-276,889.00	0.00
TOTAL REVENUES	-2,320,309.11	-2,672,111.00	-191,097.01	-2,481,013.99	7.15
Expenditures					
Salaries, Wages & Benefits	800,216.47	745,156.00	157,451.35	587,704.65	21.13
Contracted & General Services	600,227.26	967,080.00	298,268.60	668,811.40	30.84
Materials, Goods & Utilities	469,918.09	514,175.00	111,573.85	402,601.15	21.70
Government Requisitions	270,651.60	258,828.00	114,901.72	143,926.28	44.39
Transfers to Local Boards	48,535.82	47,701.00	30,502.35	17,198.65	63.94
Transfers to Ind/Organizations	22,561.72	36,640.00	17,704.32	18,935.68	48.32
Bank Charges	9,597.11	7,700.00	3,389.55	4,310.45	44.02
Interest on Capital Long Term	0.00	0.00	0.00	0.00	0.00
Other Transactions	26,528.66	28,440.00	15,516.18	12,923.82	54.56
Transfer from Capital	0.00	66,391.00	0.00	66,391.00	0.00
TOTAL EXPENDITURES	2,248,236.73	2,672,111.00	749,307.92	1,856,412.08	28.04

Operating Revenue/Expenditures by Department for the 3 Months Ended March 31, 2025

Department	REVENUES				EXPENDITURES				Actual Contribution to Surplus
	Interim Budget	YTD Actual	Remaining Dollars	% Collected	Interim Budget	YTD Actual	Remaining Dollars	% Used	
0 General Government	-1,478,166	-82,133	-1,396,033	5.6	230,795	83,267	147,528	36.1	1,134
11 Council	0	0	0	0.0	97,800	11,143	86,657	11.4	11,143
12 Administration	-443,694	-13,669	-430,025	3.1	426,372	124,897	301,475	29.3	111,228
23/24 Fire/Disaster Services	-24,184	-2,370	-21,814	9.8	106,517	17,632	88,885	16.6	15,262
26 Bylaw Enforcement	-2,400	-3,793	1,393	158.0	76,733	51,047	25,686	66.5	47,254
31 Common Services	-62	-2,043	1,981	0.0	165,832	51,020	114,812	30.8	48,977
32 Roads	-24,450	-75	-24,375	0.3	417,823	54,757	363,066	13.1	54,682
33 Airport	-465	0	-465	0.0	8,701	3,077	5,624	35.4	3,077
4101 Water Supply/Distribution	-307,800	-42,047	-265,753	13.7	348,643	79,692	268,951	22.9	37,645
42 Wastewater	-106,000	-15,348	-90,652	14.5	72,902	24,893	48,009	34.1	9,545
43 Solid Waste	-117,700	-23,604	-94,096	20.1	113,205	35,722	77,483	31.6	12,118
43 Transfer Station	-12,385	-50	-12,335	0.4	24,624	5,333	19,291	21.7	5,283
56 Cemetery	-2,500	-400	-2,100	16.0	5,000	5,000	0	100.0	4,600
61 Planning & Development	-7,850	-4,512	-3,338	57.5	15,000	8,572	6,428	57.1	4,060
62 Economic Development	-50,000	0	-50,000	0.0	164,290	4,890	159,400	3.0	4,890
72 General Recreation	-6,055	0	-6,055	0.0	178,515	140,953	37,562	79.0	140,953
7201 Campground	-13,000	-1,053	-11,947	8.1	57,141	7,171	49,970	12.5	6,118
7202 Pool	-75,400	0	-75,400	0.0	134,917	13,998	120,919	10.4	13,998
7203 Golf Course	0	0	0	0.0	7,000	9,047	-2,047	129.2	9,047
74 Culture & Library	0	0	0	0.0	20,301	17,197	3,104	84.7	17,197
									0
TOTAL OPERATING	-2,672,111	-191,097	-2,481,014	7.2	2,672,111	749,308	1,922,803	28.0	558,211



TOWN OF MILK RIVER
For the Period Ending March 31, 2025

Page 1 of 1
2025-Apr-2
1:00:22PM

General Ledger	Description	2025 Opening Balance	2025 YTD Balance
CHEQUING ACCOUNTS			
3-12-00-120-00	General Bank Chequing Account (ATB)	28,784.63	(341.37)
3-12-00-130-00	General Savings Accout (ATB)	299,096.78	352,422.12
* TOTAL CHEQUING ACCOUNTS		327,881.41	352,080.75
TOWN TERM DEPOSITS			
3-41-00-310-00	Water Capital GIC	4,043.15	4,078.92
3-43-00-310-00	Equipment Replacement Capital GIC	387,070.16	390,494.89
3-97-00-315-00	General Capital GIC	565,917.11	570,924.25
* TOTAL TOWN TERM DEPOSITS		957,030.42	965,498.06
ARMS LENGTH TERM DEPOSITS			
3-43-00-315-00	Transfer Station Operating GIC	5,639.62	5,689.52
* TOTAL ARMS LENGTH TERM DEPOSIT		5,639.62	5,689.52
**P TOTAL CASH AND INVESTMENTS		1,290,551.45	1,323,268.33

*** End of Report ***



TOWN OF MILK RIVER

Page 1 of 2

Cheque Listing For Council

2025-Apr-2
12:55:41PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250110	2025-03-05	L.A. POWER SYSTEMS LTD.	REPL-20250063 REPL-20250063	Replacement Cheque Replacement Cheque	525.00	525.00
20250111	2025-03-10	AMSC INSURANCE SERVICES LTD.	2025 GOLF INS 202503 2025VFIS-90	RIVERSIDE GOLF SOCIETY BUILDING MARCH BENEFITS GROUP ACCIDENT INSURANCE	7,474.00 6,012.68 2,604.00	16,090.68
20250112	2025-03-10	BARONS-EUREKA-WARNER F.C.S.S.	840	2025 ANNUAL REQUISITION	6,723.84	6,723.84
20250113	2025-03-10	BENCHMARK ASSESSMENT CONSULT.	3419	MARCH ASSESSMENT FEE	1,423.54	1,423.54
20250114	2025-03-10	FORTIS ALBERTA INC.	90262009	CABLE CLUB TERAGRAPH PROJECT	120.21	120.21
20250115	2025-03-10	J.T. WINE & SPIRITS	263633	GIFT BASKET-COUNTY FIRE APPRENTICE	200.00	200.00
20250116	2025-03-10	LETHBRIDGE HERALD	888395	PUBLIC ENGAGEMENT AD-SECURE	504.00	504.00
20250117	2025-03-10	MCTAGGART HVAC	2449	REPLACE MEN'S ROOM TOILET	627.90	627.90
20250118	2025-03-10	MICROAGE COMPUTER CENTRE	26697	MANAGED IT	609.00	609.00
20250119	2025-03-10	MILK RIVER CABLE CLUB	87869	MARCH INTERNET	208.45	208.45
20250120	2025-03-10	MILK RIVER HOME HARDWARE	2510047 2510086 2510126 2510152 2510260	CLEANERS, DETERGENT-SHOP ICE MELT-CAMPGRD KEYS CUT DISP GLOVES, SNOW SHOVEL SNOW PUSHER-CAMPGRD	29.34 46.18 50.32 78.72 34.64	239.20
20250121	2025-03-10	MILK RIVER MUNICIPAL LIBRARY	202501	2025 GRANT	14,000.00	14,000.00
20250122	2025-03-10	MPE ENGINEERING LTD.	1440-059-00-19 1440-062-00-08	WASTEWATER LAGOON UPGRADE RAW WATER SUPPLY CONTINGENCY	10,018.05 2,053.80	12,071.85
20250123	2025-03-10	NOBLES HD & AG REPAIR	6004 6005	CVIP 2018 RAM 2500 CVIP 2014 ORANGE TRAILER	324.45 246.18	570.63
20250124	2025-03-10	PASSEY ELECTRIC	240703	TROUBLE SHOOT WFS NAYAX MACHINE	351.49	351.49
20250125	2025-03-10	RIDGE WATER SERVICES COMMISSION	955	JAN 1 - JAN 25 CONTRACT OPERATIONS	982.80	982.80
20250126	2025-03-10	RMA	0548670 69128253 69143853 69173651 69220113 P96598 P96661 W23911	W.E. GREER-MOP, GARB BAGS STAPLES-BINDER CLIPS,PAPER,BIN RETURN MONTHLY, WEEKLY PLANNING STAPLES-FILE FOLDER LABELS STAPLES-INK-FAX MACHINE RME-FITTINGS, HOSE CRIMP RME-BATTERY-TOWN HALL ALARM RME-REPAIR WORKMASTER 25S-BF	131.87 164.98 (85.51) 3.02 292.88 37.14 28.06 341.30	913.74
20250127	2025-03-10	TRUCK/RV/CAR/WASH	9016	FEB VEHICLE WASHES	311.00	311.00
20250128	2025-03-10	UNITED FARMERS OF ALBERTA	115984651 115984652 115987830 SOINV7151937 SOINV7151938	FUEL FIRE FUEL FUEL DEF HYD OIL	933.00 53.59 3,808.27 113.34 72.86	4,981.06
20250129	2025-03-10	VOLKER STEVIN HIGHWAYS LTD.	C02-030418 C02-032017	WINTER SAND WINTER SAND	1,228.63 405.43	1,634.06
20250130	2025-03-10	WASTE CONNECTIONS OF CANADA INC.	7410-0000552856	RECYCLING DUMP AND RETURN (2)	1,155.37	1,155.37
20250131	2025-03-10	XEROX BUSINESS SOLUTIONS CANADA	IN1254267	FEB COPIES	287.58	287.58
20250132	2025-03-10	[REDACTED]	202503101	CREDIT BALANCE PAID	2,095.52	2,095.52
20250133	2025-03-28	ACTI-ZYME PRODUCTS LTD.	122845	ACTI-ZYME AZ, COMMERCIAL BLEND	11,344.99	11,344.99
20250134	2025-03-28	ATB FINANCIAL MASTER CARD	2025017 2025018 2025019 2025020 2025021	NAYAX-TESTING FARM WATER TAP PUROLATOR-CHRA PROV LAB FREIGHT GFOA-CONFERENCE REGISTRATION GAS PLUS-FUEL-PW GAS PLUS-FUEL-PW	22.00 118.60 976.50 94.11 20.00	5,910.59



TOWN OF MILK RIVER

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Cheque Listing For Council

2025-Apr-2

12:55:41PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20250134	2025-03-28	ATB FINANCIAL MASTER CARD	2025022	GAS PLUS-FUEL-PW	80.37	5,910.59
			2025023	GAS PLUS-FUEL-PW	171.74	
			2025024	GAS PLUS-FUEL-PW	115.67	
			2025025	CPC-PARCEL-WFS RETURN NAZAX I	21.86	
			2025026	GREGG DIST-HOTSY SUPPLIES	239.12	
			2025027	RIVERSIDE MARKET-CARE PACKAG	26.75	
			2025028	WALMART-SYMPATHY BASKET-L LIE	45.61	
			2025029	IND SOFTWARE SOLUTIONS-TECHN	3,692.97	
			2025030	EVENTBRITE-SA ECONOMIC SUMMI	160.00	
			C178107939	CPC-NEWSLETTER	125.29	
20250135	2025-03-28		202503		830.77	830.77
20250136	2025-03-28	CHIEF MOUNTAIN REGIONAL SOLID	4038	HALF OF ANNUAL REQUISITION	13,305.23	13,305.23
20250137	2025-03-28	CITY OF LETHBRIDGE	81418	1/4 FIRE DISPATCH SERVICE	916.76	916.76
20250138	2025-03-28	CUMMINS CANADA ULC	BQ-250344266	AIR FILTER	160.09	160.09
20250139	2025-03-28		202504		BANK OF CANADA	2,646.16
			202505		738.91	
20250140	2025-03-28	GOVERNMENT OF ALBERTA	1800028337	PROVINCIAL POLICING 2024-25	42,787.00	42,787.00
20250141	2025-03-28	HERITAGE HANDI-BUS ASSOC.	202503	2025 OPERATING SHARE	4,890.00	4,890.00
20250142	2025-03-28	KOST FIRE EQUIPMENT LTD.	5158	SERVICE FIRE EXT	1,931.64	1,931.64
20250143	2025-03-28		202504		638.22	638.22
20250144	2025-03-28	L.A. POWER SYSTEMS LTD.	106242	HYDROVAC-CURBSTOP ERHS	945.00	3,018.75
			106401	HYDROVAC 2 WATER/SEWER DISCC	1,260.00	
			106419	HYDROVAC CURBSTOP 213 1 AVE S	813.75	
20250145	2025-03-28		202503		1,326.90	1,326.90
20250146	2025-03-28	NOBLES HD & AG REPAIR	6023	CVIP 2005 CHEV-HOTSY VEHICLE	324.45	324.45
20250147	2025-03-28	RECORDXPRESS/BEST	1223906	SHREDDING SERVICE	60.21	60.21
20250148	2025-03-28	RIDGE AUTO PARTS LTD.	738226	QUIK CON COUPLER KIT, IRON HEX	21.25	251.24
			738541	OIL FILTERS, OIL	140.75	
			738821	INFLATE GUN	89.24	
20250149	2025-03-28	RIDGE COUNTRY HOUSING - LODGE OPERATIONS	2025 REQ	2025 ANNUAL REQUISITION	20,658.86	20,658.86
20250150	2025-03-28	ROCKY MOUNTAIN PHOENIX	IN031984	SCBA TESTING	1,403.93	1,403.93
20250151	2025-03-28		202503		714.80	1,750.01
			202504		1,035.21	
20250152	2025-03-28	SOUTH COUNTRY TIRE	11816	FLAT REPAIR-ORANGE TRAILER	73.50	73.50
20250153	2025-03-28		202505		750.00	1,217.19
			202506		467.19	
20250154	2025-03-28		202503		370.02	370.02
20250155	2025-03-28	TNS BUSINESS CENTRE LTD.	74239	WORK ALONE MONITORING	292.32	292.32
20250156	2025-03-28	TOWN OF RAYMOND	20250064	ADMIN CONTRACTED SERVICES-YE	4,954.69	4,954.69
20250157	2025-03-28	TWIG AND OWL TREE CARE LTD.	2614	TREE PRUNING AND REMOVAL-PAR	5,292.00	5,292.00
20250158	2025-03-28	VALIANT INTERNATIONAL INC.	1390	RODENTICIDE-6 CASES	1,918.35	1,918.35
20250159	2025-03-28	HOOD, BRENDAN	202504	VITAL SIGNS-FIRST AID INSTRUCTO	1,921.50	1,921.50
20250160	2025-03-28	KINETTE CLUB OF MILK RIVER	202505	DISTRICT CONFERENCE PLATINUM	400.00	400.00

Total 197,222.29

*** End of Report ***

Request for Decision

Administration Reports

April 14, 2025



RECOMMENDATION

That the Administration Reports for the period ending March 31, 2025, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

On a monthly basis, administration provides Council with reports on the following: Public Works, Municipal Enforcement (Community Peace Officer), and the Chief Administrative Officer.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the reports. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Public Works Report
2. Community Peace Officer Report
3. Chief Administrative Officer Report



Public Works Supervisor Report March 2025

General:

- Dug one cremation plot
- Monthly generator preventative maintenance run completed (Sewage lift station, Booster station, Water Treatment Plant, & Firehall.)
- Created draft Equipment Policy

Parks and Rec:

- Arborist completed tree removal and trimming from 2024
- Gopher control

Roads:

- Filled potholes on Railway frontage road
- Removed school bus signs and 30 km/hour on 3rd Avenue NE and surrounding areas for old school

Water & Wastewater:

- **WATER:**
 - THM & HAA samples taken April 3rd.
 - 2x weekly Bacteriological sampling, done each Monday.
 - Water meter reads
 - Credit card/Debit card reader came back from repairs and installed back at water fill station.
 - Flushed fire hydrant at 1st Street NE and 5th Avenue NE to ensure main is not frozen
 - Used Hotsy to defrost a water service line that was frozen for 2 weeks
 - Used Hotsy to defrost a water service line in Warner
 - Replaced water meter at golf course
 - Water leak at 3rd Street NE and 1 Avenue NE, contractor replaced 2 full pipe lengths of the main. The two leaks were on previous patches of Asbestos Pipe (Located valve under asphalt near hospital). Flushed fire hydrant for 20 minutes to ensure water was clear and air out of the line
 - Hydro Excavated the water lines at old school (x2) and disconnected and capped off (Located water valve buried under asphalt)
- **WTP:**
 - Reservoir levels remain full
- **RAW WATER:**
 - Basin water level remains full
 - Blew out infiltration galleries at river. Then resumed pumping of raw water same day.
- **SEWER WORK:**
 - Hydro excavated the sewer lines at old school (x2) and disconnected and capped off
- **SEWAGE LAGOONS:**
 - Deposit bags of enzymes in ponds and into two manholes

Garbage:

- Weekly garbage pickup: Milk River residential on Tuesday, Coutts on Wednesday, Warner on Thursday & Milk River businesses on Friday

Swimming Pool:

- N/A

Airport:

- Weekly run to airport to check condition of road in and runways, for unwanted activity. (when checking sewage lagoons)

Education & Training:

- Weekly safety meeting on each Wednesday morning.
- Two employees went to Banff for AWWOA Conference
- Three employees took First Aid



Administration

- Council meeting agenda preparation
- Council meeting attendance
- Council meeting minutes
- Council meeting highlights for newsletter
- Staff meetings
- Weekly meetings with Mayor
- Walk in visitors, phone calls, and emails
- **Updates from CPO's (when applicable) - Bike Rodeo**
- Development inquiries/meetings
 - 10 Development Permits to date
 - 4 solar panels / 2 dwellings / 1 garage / 1 deck / 1 wheelchair ramp / 1 storage container
- Research and answer council questions
- Bimonthly meetings with Provincial Drought Team
- Updates to Environment regarding the Inter-Basin Transfer
- Process approved bylaws and policies
- Attend EPR Webinars
- 2025 Operating and Capital budgets
- 10-year capital plan budget
- Meet with SouthGrow on the inter-basin transfer consultation plan
- Meetings with MPE regarding Lagoon, including RFQ review
- Attend SouthGrow Economic Development Summit
- Attend monthly AHS meeting
- Meeting preparation, attendance, minutes for Special Meeting April 4
- Meeting with Watershed regarding VIC
- Book hotel rooms for AB Munis Convention
- Complete Safety Code internal audit and submit
- Participate in regional emergency management table top exercise
- Complete and submit Border Wellness Report
- Indigenous information packages sent to all treaty members on the inter-basin transfer
- Talk with Minor Ball - shale
- Election candidate package completion
- Preconstruction meeting with Primary and Fortis - 8th avenue power installation
- Attend AB Munis webinars
- Attend FCSS All Council evening in Coaldale
- Discussion with Horizon School Division - Joint Election
- Completion of water statistics for Statistics Canada

2022-04-03	Moved by Councillor Losey, "that administration look into the affordability of raising our grants to the small committees."	Budget 2025
	2024	
<u>Motion</u> Carried 2024-196	Moved by Deputy Mayor Johnson, "that Council direct administration to look into water conservation projects."	Complete
<u>Motion</u> Carried 2024-211	Moved by Councillor Degenstein, "that Council pay \$104,000 to replace the condenser at the curling rink with the understanding that half of that is a loan to the curling club, terms to be worked out at a later date. Also included will be work done in the last year crediting them half of the repairs from last year against the loan."	Complete
<u>Motion</u> Carried 2024-237	Moved by Mayor Liebelt, "that Council direct administration provide a capital equipment plan as well as a surplus plan prior to budget discussion."	Complete
<u>Motion</u> Carried 2024-274	Moved by Councillor Degenstein, "that the Town pay for new eavestroughs for the club house at the golf course."	Waiting for three quotes
<u>Motion</u> Carried 2024-315	Moved by Councillor Johnson, "that administration make the recommended changes to R4.0 Construction Clean Up and Restoration Policy and bring back to a future Council meeting."	WIP
	2025	
<u>Motion</u> Carried 2025-38	Moved by Councillor Losey, "that Council approve the donation of \$1,200.00 towards the 2025 Canada Day Celebrations."	June
<u>Motion</u> Carried 2025-39	Moved by Councillor Losey, "that Council approve the donation of \$200.00 towards a door prize for the Emergency Services Volunteer Appreciation Evening."	Complete
<u>Motion</u> Carried 2025-44	Moved by Councillor Johnson, "that Council pays the building insurance for Riverside Community Golf Society for 2025."	Complete
<u>Motion</u> Carried 2025-58	Moved by Councillor Losey, "that Council direct administration to investigate tree bylaws in other communities and to create a tree bylaw to ban new poplar planting in the town."	WIP
<u>Motion</u> Carried 2025-60	Moved by Councillor Degenstein, "that Council accept the Housing Needs Assessment as information and direct administration to research the creation of tax sub-classes for vacant residential and commercial buildings and properties."	WIP
<u>Motion</u> Carried 2025-61	Moved by Councillor Johnson, "that Council approve the Premier Platinum Sponsorship to the Kinette Club of Milk River in the amount of \$400.00."	Complete
<u>Motion</u> Carried 2025-62	Moved by Councillor Losey, "that Council approve payment of the curling rink condenser invoice to Startec in the amount of \$105,900."	Complete
<u>Motion</u> Carried 2025-64	Moved by Councillor Losey, "that Council set April 4, 2025, at 9:00 a.m. for a Special Meeting."	Complete
<u>Motion</u> Carried 2025-68	Moved by Councillor Degenstein, "that Council table the Milk River Cable Club Appointment meeting to the next Council meeting."	Complete
<u>Motion</u> Carried 2025-70	Moved by Councillor Degenstein, "that Council direct administration to respond to the two resident letters noting that the items of concern are on the proposed capital plan adjustment and will be further discussed on April 4 with the intention to approve some level of mitigation."	Complete

Request for Decision

Golf Cart Pilot Project Bylaw 1077

April 14, 2025



RECOMMENDATION

That the Golf Cart Pilot Project Bylaw 1077 be given first reading.

That the Golf Cart Pilot Project Bylaw 1077 be given second reading.

That the Golf Cart Pilot Project Bylaw 1077 receive unanimous consent for consideration of third reading.

That the Golf Cart Pilot Project Bylaw 1077 be given third and final reading.

LEGISLATIVE AUTHORITY

Municipal Government Act

Alberta Traffic Act

Pilot Project (Golf Carts) Regulation

Operator Licensing and Vehicle Control Regulation

Vehicle Equipment Regulation

Use of Highway and Rules of the Road Regulation

BACKGROUND

At the January 13, 2025, Council meeting, Council gave three readings to the draft golf cart bylaw.

At the February 10th Council meeting, Council gave three readings to a revised golf cart bylaw to amend the allowed golf cart route.

The final bylaws were sent to the Registrar for Alberta for review and approval to which the response has been to make some changes to the Bylaw's Council passed earlier this year.

As a result, a new bylaw 1077 has been drafted for Council's approval. Changes include the inclusion of points that were initially removed in January, moving the fee schedule to the Rates Bylaw and to reverse the map to show the actual routes golf carts are allowed to utilize.

Once Council provides three readings of Bylaw 1077, it will be sent back to the Registrar for final approval and the **minister's** signature.

FINANCIAL CONSIDERATIONS

ATTACHMENTS

1. Golf Cart Pilot Project Bylaw 1077

From: TEC Permit Projects <tec.permitprojects@gov.ab.ca>
Sent: March 31, 2025 11:04 AM
To: ! CAO
Cc: Dawn Liska
Subject: RE: Town of Milk River Golf Cart Pilot Project Bylaw
Attachments: Golf Cart Letter to Transportation - Milk River, Town of.pdf; Golf Cart Bylaw Guidelines.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Morning Kelly,

Thank you for providing the application. We have completed an initial review of the draft bylaws and provided comments on the attached document. I have also attached the bylaw guidelines for reference. Please review and let us know if you have any questions or would like to set up a call to discuss. Otherwise, if you have no questions, the adjusted bylaws can be resubmitted for consideration.

Kind Regards,
Joy Labossiere
Operations Coordinator
Permitting & Evaluation
Driver, Carrier & Vehicle Services Branch
Alberta Transportation and Economic Corridors
Government of Alberta

Telephone: 403-340-5304
tec.permitprojects@gov.ab.ca

TRAVIS website: www.travis.gov.ab.ca

511 Alberta - Alberta's Official Road Reports
Go to 511.alberta.ca and follow @511Alberta

Classification: Protected A
From: Kelly Lloyd <cao@milkriver.ca>
Sent: Wednesday, March 19, 2025 2:41 PM
To: Dawn Liska <Dawn.Liska@gov.ab.ca>
Cc: TEC Permit Projects <tec.permitprojects@gov.ab.ca>
Subject: RE: Town of Milk River Golf Cart Pilot Project Bylaw

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Hi Dawn,

Please find attached an executed application form, as requested.

I look forward to receiving comments regarding the town's draft bylaw. If they could be sent by email, that would be appreciated.

Thank you.
Kelly

Kelly Lloyd
Chief Administrative Officer
Box 270
p. (403) 647-3773
f. (403) 647-3772
www.milkriver.ca

From: Dawn Liska <Dawn.Liska@gov.ab.ca>
Sent: March 10, 2025 4:24 PM
To: ! CAO <CAO@MILKRIVER.CA>
Cc: TEC Permit Projects <tec.permitprojects@gov.ab.ca>
Subject: FW: Town of Milk River Golf Cart Pilot Project Bylaw

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon Kelly,

Thank you for the submission of your golf cart bylaws. I am reaching out to provide more information on the Provincial Golf Cart Pilot program available for municipalities to participate in. As you are aware, Alberta passed legislation in June which provides municipalities the authority to create bylaws that allow golf carts to operate on their roadways.

Under Ministerial Order, municipalities wishing to pass bylaws for the operation of golf carts on their roads must have their routes approved by Transportation and Economic Corridors.

I've attached the bylaw guidelines that outlines the various requirements and process for participating in the program as well as a Word version of the sample bylaw, in hopes this will assist municipalities begin the draft of their bylaw. Also attached is the pilot program application form, as it outlines some of the considerations for route selection and what municipalities should return to us for review and approval of their bylaws and routes.

Under the new legislation, "golf cart" means a 4-wheel vehicle that:

- * Is designed by a manufacturer primarily for use on golf courses or paved surfaces
- * Cannot obtain a speed of more than 40km/h on a paved level surface
- * Has a structure that partially encloses its operator and passengers and is not less than 1.2 metres above the ground, and
- * Has a gross vehicle weight rating of less than 1361 kg.

Additional information, including the Ministerial Order can be found on the Government of

Alberta website at <https://www.alberta.ca/golf-carts-on-public-roads>.

We have done an initial review of your bylaws and routes and have some feedback to provide. Please fill out the attached application form and return to Permitting and Exemptions. We can set up a call to go over your bylaws and routes once we have received this, or alternately can send back comments on the documents you provided. Please let me know your preference.

We are looking forward to working with you on this pilot program.

Thanks

Dawn Liska
Manager, Permitting and Exemptions
Permitting and Evaluation
Driver, Carrier and Vehicle Safety Branch
Alberta Transportation and Economic Corridors

Tel. 403-340-5095
www.travis.gov.ab.ca

Classification: Protected A

From: Kelly Lloyd <cao@milkriver.ca>
Sent: Wednesday, March 5, 2025 1:54 PM
To: Pamela Sooley <Pamela.Sooley@gov.ab.ca>
Subject: FW: Town of Milk River Golf Cart Pilot Project Bylaw

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Hello Pamela,

Please see attached bylaw 1074. The map I originally sent you for this bylaw was the wrong one.

Thank you.
Kelly

Kelly Lloyd
Chief Administrative Officer
Box 270
p. (403) 647-3773
f. (403) 647-3772
www.milkriver.ca

From: Kelly Lloyd <cao@milkriver.ca>
Sent: February 28, 2025 10:18 AM
To: 'pamela.sooley@gov.ab.ca' <pamela.sooley@gov.ab.ca>

Subject: Town of Milk River Golf Cart Pilot Project Bylaw

Good morning,

Please see the attached.

Thank you.

Kelly

Kelly Lloyd
Chief Administrative Officer
Box 270
p. (403) 647-3773
f. (403) 647-3772
www.milkriver.ca

BYLAW 1077

A BYLAW OF THE TOWN OF MILK RIVER IN THE PROVINCE OF ALBERTA, AUTHORIZING THE OPERATION, REGULATION, AND CONTROL OF GOLF CARTS ON HIGHWAYS AND MUNICIPAL LANDS IN THE TOWN OF MILK RIVER.

WHEREAS the Municipal Government Act, R.S.A. 2000, c. M-26, provides that a Council of a municipality may pass bylaws for the safety, health and welfare of people and the protection of people and property; and

WHEREAS the Traffic Safety Act Traffic Safety Act, R.S.A. 2000, c. T-6, provides that a Council of a municipality may by bylaw authorize or issue a permit authorizing persons to drive golf carts along any portion of a highway within the municipality subject to the conditions outlined in the Pilot Project (Golf Carts) Regulation; and

WHEREAS the Traffic Safety Act Traffic Safety Act, R.S.A. 2000, c. T-6, further provides that a Council of a municipality may by bylaw regulate and control the operation of golf carts on highways which are subject to the direction, control, and management of the municipality and on property that is not a highway and is located within the municipality; and

WHEREAS the Council of the Town of Milk River believes that it is in the best interests of the residents of the Town of Milk River that a bylaw be passed to regulate and control the operation of golf carts pursuant to the powers granted to municipalities under the Traffic Safety Act, R.S.A. 2000 c. T-6;

NOW THEREFORE, the Council of the Town of Milk River in the Province of Alberta, duly assembled, enacts as follows:

1. TITLE

1.1. This bylaw shall be known as the "Golf Carts Pilot Project Bylaw."

2. APPLICATION

2.1. This bylaw applies to all golf carts operated on highways within the Town of Milk River.

3. DEFINITIONS

Definitions in the Pilot Project (Golf Carts) Regulation, and definitions in the Traffic Safety Act and its regulations, as applicable, are adopted for the purposes of the interpretation and the application of this bylaw.

ACT means the Traffic Safety Act, RSA 2000, T-6.

COUNCIL refers to the Council of the Town of Milk River, and as defined in the Municipal Government Act, RSA 2000, M-26.

CHIEF ADMINISTRATIVE OFFICER (CAO) means the Chief Administrative Officer of the Town of Milk River or designate.

DESIGNATED HIGHWAY means a highway identified by the Town of Milk River and approved by the Registrar as a highway that golf carts may operate on and includes a crossing location.

DESIGNATED OFFICER shall mean the person appointed to the position or a member of the Royal Canadian Mounted Police or a Peace Officer appointed pursuant to the Peace Officer Act or a Bylaw Enforcement Officer.

GOLF CART means a 4-wheel motor vehicle that (i) is designed by a manufacturer primarily for use on golf courses or paved surfaces, (ii) cannot attain a speed of more than 40 km/h on a paved level surface, (iii) has a structure that (A) partially or fully encloses its operator and passengers, and (B) is not less than 1.2 m above the ground, and (iv) has a gross vehicle weight rating of less than 1361kg.

HIGHWAY means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestle way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and includes (i) a sidewalk, including a boulevard adjacent to the sidewalk, (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and (iii) if a highway right of way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be, but does not include a place declared by regulation not to be a highway.

PERMIT means a permit issued in accordance with this Bylaw under Section 7.

4. OPERATION RESTRICTIONS FOR GOLF CARTS

No person shall:

- 4.1 Operate a golf cart in a manner contrary to the Act, its regulations, or this bylaw.
- 4.2 Operate a golf cart unless they are the holder of a subsisting operator's license issued pursuant to the Act.
- 4.3 Operate a golf cart on any highway unless they are on a Designated Highway.
- 4.5 Operate a golf cart:
 - 4.5.1 Without exercising due care and attention;
 - 4.5.2 Without reasonable consideration for other persons in the area or who might reasonably be expected to be in the area;
 - 4.5.3 With more passengers than the design of the golf cart can safely handle; and
 - 4.5.4 With any person being towed on or with any type of equipment or trailer attached to the golf cart.

5. OPERATOR RESPONSIBILITIES FOR GOLF CARTS

Every operator of a golf cart shall:

Commented [C1]: The operator responsibilities from the Sample Bylaw should be included:
Every operator of a golf cart shall:
a) When approaching an oncoming vehicle; pass the vehicles on the right.
b) Yield the right of way to vehicles approaching from their right.
c) When overtaking another vehicle, pass that vehicle on the left.
d) Yield the right of way to all pedestrians that are approaching so close as to present a hazard,
e) Except when overtaking another vehicle, maintain a safe following distance behind any other vehicle.

5.1 When approaching an oncoming vehicle, pass the vehicle on the right;

5.2 Yield the right of way to vehicles approaching from their right;

5.3 When overtaking another vehicle, pass that vehicle on the left;

5.4 Yield the right of way to all pedestrians that are approaching so close as to present a hazard;
and

5.5 Except when overtaking another vehicle, maintain a safe following distance behind any other
vehicle.

5.6 Forthwith report to the Town a collision resulting in property damage of any amount, or an
injury or fatality.

~~5.1. Every operator of a golf cart shall follow the rules of the road as per the Alberta Traffic Safety
Act.~~

~~5.1 Forthwith must report to the Town a collision resulting in property damage of any amount,
or an injury or fatality, as per the Alberta Traffic Safety Act Pilot Project (Golf Carts)
Regulation.~~

5.25.7 Owner is responsible for their own liability insurance.

6. DESIGNATED HIGHWAYS

6.1. Council hereby designates those highways included in Schedule 'A' as designated highways for the purposes of this bylaw.

6.2. Any changes to designated highways shall be submitted to the Registrar for approval.

6.3. Designated highways shall be posted at a speed of no more than 50 km/h.

6.4. The CAO shall ensure signs are erected on designated highways and shall be in the form and manner set out in Schedule 'B'.

6.5. Golf carts may not be parked on any public roadway.

7. PERMITS

7.1. Council hereby authorizes the CAO to issue permits, attach conditions, and to charge a fee to regulate and control of golf carts within the Town.

7.2. Persons shall register their golf cart:

7.2.1 confirming that the golf cart has, and while registered/permitted will continue to have, the features required by the Pilot Project (Golf Carts) Regulation;

7.2.2 acknowledging understanding of all terms and conditions related to the operation of golf carts as required by the Traffic Safety Act and its regulations, the Pilot Project (Golf Carts) Regulation and this Bylaw;

7.2.3 acknowledging that all information collected in connection with the permit/registration may be shared with the Registrar in accordance with the Municipality's reporting responsibilities as required by the Pilot Project (Golf Carts) Regulation.

7.3 Permits at a minimum shall include:

7.3.1 The owners name and operator's license information;

7.3.2 Make, model, serial number of golf cart;

7.3.3 Conditions and responsibilities of golf cart operators and owners; and

7.3.4 Any other information as required by the Registrar.

7.4 Permits shall only be valid from January 1 - December 31 of any one calendar year.

7.5 Permit fees are identified in the Town of Milk River's Rates Bylaw.

Commented [C2]: Rates Bylaw 1053, found on the Town of Milk River's website, does not include permit fees for golf carts. Provide confirmation that the Rates Bylaw will be updated when Golf Cart Bylaw is passed.

8. COMPLIANCE AND ENFORCEMENT

8.1. Stopping for Designated Officer

8.1.1. For the purposes of administering and enforcing this bylaw, a Designated Officer may:

8.1.1.1. Signal or direct a driver of a golf cart to stop the vehicle, and

8.1.1.2. Request information from the driver of the golf cart and any passengers on or in the vehicle.

8.1.2. When signaled or directed to stop by a Designated Officer, a driver of a golf cart shall:

8.1.2.1. Forthwith bring the vehicle to a stop; and

8.1.2.2. Forthwith furnish to the Designated Officer:

8.1.2.2.1. Their operator's license issued pursuant to the Act;

8.1.2.2.2. Any permit issued pursuant to this bylaw; and

8.1.2.2.3. Any other information respecting the driver or the vehicle that the Designated Officer requires; and

8.1.2.3. Remain stopped until permitted by the Designated Officer to leave.

9. OFFENCES

9.1. The owner of a golf cart that is involved in a contravention of this bylaw is guilty of an offence and liable upon summary conviction to a fine specified in Schedule 'A' of this bylaw.

9.2. A person who contravenes any provision of this bylaw may have their municipal registration/permit for their golf cart seized by a Designated officer or revoked by the municipality.

10. VIOLATION TICKET

10.1. A Designated Officer is hereby authorized and empowered to issue a violation ticket, pursuant to Part II of the Provincial Offences Procedure Act (Alberta), to any person who the Designated Officer has reasonable and probable grounds to believe has contravened any provision of this bylaw.

11. SEVERABILITY

11.1. Should any section or part of this bylaw be found to have been improperly enacted, such section shall be deemed to be severable from all other sections of this bylaw.

12. REPEAL

12.1. Bylaws 1073 and 1074 are hereby repealed.

13. GENERAL

13.1. This Bylaw comes into force:

13.1.2. The date of the final passing thereof, and

13.1.3. Upon the approval of the Registrar.

13.2. This bylaw shall expire on June 14, 2029.

Read for a first time this day of 2025.

Read for a second time this day of 2025.

Received Unanimous Consent for presentation of third reading this day of 2025.

Read for a third and final time this day of 2025.

Larry Liebelt – Mayor

Kelly Lloyd – Chief Administrative Officer

Signed by the Chief Elected Official and the Chief Administrative Officer this day of 2025.

Minister of Transpiration

Date

Commented [C3]: Should include date and signature lines for the Minister. Example can be found in the sample bylaw within the Golf Cart Bylaw Guidelines.

SCHEDULE A

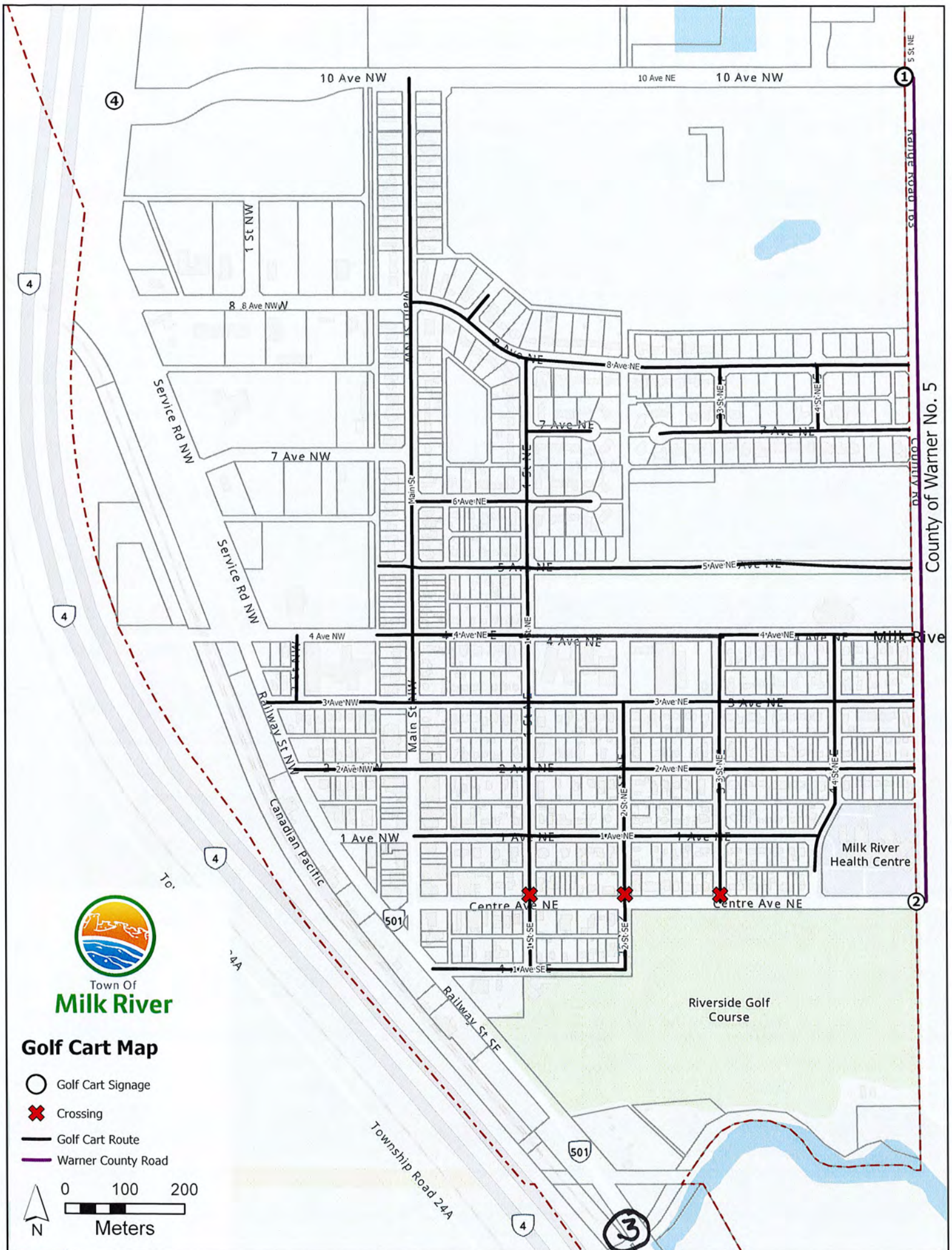
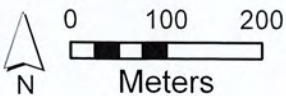
Commented [C4]: Is this map being included as part of the bylaw? It is easier to decipher and should include designated routes if utilized.



Town Of
Milk River

Golf Cart Map

- Golf Cart Signage
- Crossing
- Golf Cart Route
- Warner County Road



SCHEDULE B



Request for Decision

Rates Bylaw

April 14, 2025



RECOMMENDATION

That the Rates Bylaw 1078 be given first reading.

That the Rates Bylaw 1078 be given second reading.

That the Rates Bylaw 1078 receive unanimous consent for consideration of third reading.

That the Rates Bylaw 1078 be given third and final reading.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

The Rates Bylaw requires a revision to include the Golf Cart Pilot Project Bylaw penalty amounts for contravention of the Golf Cart Bylaw.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Rates Bylaw 1078

**TOWN OF MILK RIVER
BYLAW NO. 1078**

A BYLAW OF THE TOWN OF MILK RIVER IN THE PROVINCE OF ALBERTA RESPECTING RATES TO BE CHARGED FOR MUNICIPAL SERVICES PROVIDED BY THE TOWN OF MILK RIVER.

WHEREAS section 8 of the Municipal Government Act Revised Statutes of Alberta 2000 and amendments thereto authorizes a Municipality, by bylaw, to establish fees for licenses, permits and approvals, and

WHEREAS section 61(2) authorizes a municipality to charge fees, tolls, and charges for the use of its property, and

WHEREAS section 481 authorizes a municipality to establish fees payable to a person wishing to make a complaint to the Assessment Review Board, and

WHEREAS section 630.1 authorizes a municipality to establish fees for planning functions, and

WHEREAS section 6 gives a municipality natural persons power, which imply the power to charge for goods and services provided.

NOW, THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF MILK RIVER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

SHORT TITLE

This Bylaw may be referred to as the **RATES BYLAW** of the Town of Milk River.

DEFINITIONS

"Municipal Services" means annual rates, fees, tolls and charges for various goods, licenses, permits, and services provided by the Town of Milk River.

GENERAL MATTERS

1. That the rates specified in the Schedules attached be charged for the Municipal Services as specified.
2. This bylaw shall be reviewed and brought before Council in September annually.
3. From time to time, review and amendments to the various schedules may be required outside the annual review of the Rates Bylaw.
4. This bylaw comes into full force and effect on the date it is passed.
5. All schedules attached to this Bylaw form part of this Bylaw.

Schedule "A"	8 Flags Campground
Schedule "B"	Animal Control Rates
Schedule "C"	Assessment Review Board
Schedule "D"	Building Permit Fees
Schedule "D"	Business License Fees
Schedule "E"	Electric Vehicle Charging Station
Schedule "F"	Enforcement
Schedule "G"	Fire Rates
Schedule "H"	Fiscal Services Rates
Schedule "I"	Golf Cart Pilot Project
Schedule "J"	Planning and Development Fees
Schedule "K"	Swimming Pool
Schedule "L"	Water, Wastewater and Solid Waste Rates

REPEALS

6. Should any rates mentioned here still appear in older bylaws not yet revised the rates mentioned in this bylaw shall be in full force and effect and supersede previous rates.
7. Bylaw 1053 is hereby repealed.

Read for a first time this XX day of XXXX 2025.

Read for a second time this XX day of XXXX 2025.

Unanimous consent for third reading this XX day of XXXX 2025.

Read for a third and final time this XX day of XXXX 2025.

Larry Liebelt – Mayor

Kelly Lloyd – Chief Administrative Officer

Signed by the Chief Elected Official and the Chief Administrative Officer this XX day of XXXX 2025.

**Town of Milk River
Rates Bylaw**

Schedule A 8 Flags Campground

Description	Rate
MAY 1 – SEPTEMBER 30 (Maybe extended weather permitting)	
Sites with all services (water/sewer/power/sewer dumping)	\$ 30.00
Sites with partial services (water/power)	\$ 25.00
Sites with no service/Tents	\$ 20.00
LONGER STAY PACKAGES (Based on 7-day week, 4-week month)	
Weekly Package (water/sewer/power/sewer dumping)	\$180.00
Weekly Package (water/power)	\$150.00
Weekly Package (no service sites)	\$120.00
OCTOBER 1 – APRIL 30 (Water not available)	
Sites with power	\$ 25.00/Night
Sites with power	\$120.00/Weekly
Sites with power	\$400.00/Monthly
Sites with no service/Tents	\$ 15.00/Night
Monthly Package (28 days)	
Full Service (water/sewer/power/sewer dumping)	\$600.00
Partial Service (water/power)	\$500.00

**Town of Milk River
Rates Bylaw**

Schedule B Animal Control Rates

Description	Rate
CATS	
Female - Unspayed	\$ 20.00
Female - Spayed	\$ 10.00
Male – Intact	\$ 20.00
Male - Neutered	\$ 10.00
DOGS	
Female – Unspayed	\$ 40.00
Female - Spayed	\$ 20.00
Male - Intact	\$ 40.00
Male - Neutered	\$ 20.00
Dog Fanciers License	\$100.00
Vicious Dog	\$100.00
PENALTIES	
<i>Section 9</i>	
First Offence	\$500.00
Second Offence	\$1,000.00
3 rd and Subsequent Offence	\$1,250.00
<i>Section 10.1</i>	
First Offence	\$150.00
Second Offence	\$250.00
3 rd And Subsequent Offence	\$400.00
<i>All Other Sections</i>	
First Offence	\$150.00
Second Offence	\$250.00
Replacement Tags	\$3.00
Impound Fees	Set by Ridge Public Safety Services
Cat Traps	\$50.00 deposit

**Town of Milk River
Rates Bylaw**

Schedule C Assessment Review Board

Description	Rate
Residential 3 or fewer dwellings and farmland	Up to \$ 50
Residential 4 or more dwellings	Up to \$650
Non-residential	Up to \$650
Business tax	Up to \$ 50
Tax notices (other than business tax)	Up to \$ 30
Linear property — power generation	Flat fee \$650 per facility
Linear property — other	Flat fee \$ 50 per DIPAUID *
Designated industrial property — major plant or facility	Flat fee \$650 per major plant or facility
Designated industrial property – other	Flat fee \$50 per DIPAUID *
Equalized assessment	Flat fee \$650

* Designated Industrial Property Assessment Unit Identification

**Town of Milk River
Rates Bylaw**

Schedule D — Building Permit Fees — As per the Safety Codes Council of Alberta

Description	Rate
The minimum permit fee shall be \$ 6.00 per \$ 1,000.00 of the Prevailing Market Value, and the Maximum should be \$ 9.00 per \$ 1,000.00 of the Prevailing Market Value.	
The minimum permit fee shall be \$ 5.00 per \$ 1,000.00 for relocations, new construction and renovations submitted by a Contractor, and no more than \$ 8.00 per \$1,000.00 of the Prevailing Market Value.	
The Prevailing Market Value can be established by the Agency. G.S.T. will be added, plus Safety Codes fees of \$ 5.00.	
Minimum charges for any building permit will be \$ 150.00 for Contractors, and \$ 250.00 for Homeowners (negotiable with the Agency depending on the project, but not less than \$150.00).	
BUILDINGS	
Public institutions, commercial, industrial, multi-family residential —new construction, additions, alterations, renovations, or reconstruction	\$9.00/\$1,000 of construction value (labour and materials) up to \$1M + \$7.00/\$1,000 of construction value (labour and materials) over \$1M Minimum \$400
Single family residential and accessory buildings (over 108 sq. ft.) —new construction, additions, alterations, renovations, or reconstruction	\$8.00/\$1,000 of construction value (labour and materials) up to \$1M + \$6.00/\$1,000 of construction value (labour and materials) over \$1M Minimum \$200
Siting of home/ manufactured home/ ready to move home on new foundation or crawlspace	\$0.40/sq. ft. Minimum \$200
Siting of home/ manufactured home/ ready to move home on blocks, piles, existing foundation, or crawlspace	\$0.35/sq. ft.
Minor residential improvements —(i.e.) uncovered decks under separate permit after occupancy (more than 24 in. above grade), garden/storage sheds (do-it-yourself assembly over 108 sq. ft.), swimming pools, hot tubs, solid or liquid fueled appliances, roof mounted solar installations	\$200.00
Demolition	\$200.00
Temporary structures	\$250.00

Siting of Relocatable Industrial Accommodations	\$0.45 / sq. ft. minimum \$400.00
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ELECTRICAL SYSTEMS

Residential Installations — Single Family Dwellings, Accessory Buildings, and Farm Buildings

Service Connection / Alternative Energy Installations	\$165.00
0—37.2 m ² (400 ft ²)	\$165.00
37.3 m ² (401 ft ²)—79 m ² (850 ft ²)	\$220.00
79.1 m ² (851 ft ²)—158 m ² (1,700 ft ²)	\$310.00
158.1 m ² (1,701 ft ²)—232.3 m ² (2,500 ft ²)	\$385.00
232.4 m ² (2,501 ft ²)—315.9 m ² (3,400 ft ²)	\$455.00
316 m ² (3,401 ft ²)—464.5 m ² (5,000 ft ²)	\$580.00
464.6 m ² (5,001 ft ²)—622.5 m ² (6,700 ft ²)	\$715.00
622.6 m ² (6,701 ft ²)—780.4 m ² (8,400 ft ²)	\$845.00
780.5 m ² (8,401 ft ²)—1,161.3 m ² (12,500 ft ²)	\$1,000.00
1,161.4 m ² (12,501 ft ²)—1,579.4 m ² (17,000 ft ²)	\$1,155.00
1,579.5 m ² (17,001 ft ²)—3,158.7 m ² (34,000 ft ²)	\$1,475.00
3,158.8 m ² (34,001 ft ²)—4,645.2 m ² (50,000 ft ²)	\$1,915.00
4,645.3 m ² (50,001 ft ²)—6,503.2 m ² (70,000 ft ²)	\$2,315.00
Greater than 6,503.2 m ² (70,000 ft ²)	\$2,610.00

Multi-Family Residential and Non-Residential

0—\$5,000	\$200.00
\$5,001—\$10,000	\$390.00
\$10,001—\$20,000	\$525.00
\$20,001—\$30,000	\$725.00
\$30,001—\$40,000	\$900.00
\$40,001—\$50,000	\$1,000.00
\$50,001—\$100,000	\$1,350.00

\$100,001—\$250,000	\$2,000.00
\$250,001—\$500,000	\$2,900.00
\$500,001—\$1,000,000	\$2,900 + \$0.65% of value of electrical installation over \$500,000
Greater than \$1,000,000	\$6,150 + 0.4% of value of electrical installation over \$1,000,000
Temporary services / Service Connection	\$165.00
Annual permit	\$500.00

GAS SYSTEMS

Single Family Residential and Accessory Buildings

of Outlets

1—5	\$190.00
6—15	\$250.00
16—25	\$365.00
Over 25	\$365.00 + \$10/outlet

Multi-Family Residential, Non-Residential and Non-Residential Appliance Replacement BTU

0—400,000	\$165.00
400,001—200,000,000	\$350.00
2,000,000—200,000,000	\$385.00 + \$7/additional 100,000 BTU or portion thereof greater than 2,000,000 BTU
Greater than 200,000,000	\$14,835 + \$10/additional 1,000,000 BTU or portion thereof greater than 200,000,000 BTU
Propane cylinder refill centers	\$285.00
Temporary services/heat	\$165.00
Service connection / Portable Grain Dryers /Secondary Gas Line	\$165.00

Propane tank set	\$165.00
Annual Permit	\$500.00

PLUMBING SYSTEMS

Residential and Non-Residential

Number of Fixtures/Drops

1—5	\$165.00
6—20	\$250.00
Over 20	\$290.00 + \$5/ fixture

Other Plumbing

Manufactured home / ready to move home on blocks or piles	\$165.00
Service connection	\$165.00
Annual permit	\$500.00

Private Sewage Disposal Systems

Soil Based Treatment Systems

- Treatment Fields
- Treatment Mounds
- Sub-surface Drip Dispersal and Irrigation
- LFH At-grade Treatment Systems
- Open Discharge Systems
- Evaporative and Storage Lagoons
- Sand Filters
- Re-circulating Gravel Filters

Septic tank, holding tank	\$325.00
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STORAGE TANK SYSTEMS

Storage Tank System Work Permit (Tank / piping installation; replacement; or alteration)	\$225.00 plus \$60/tank
System removal permit	\$225.00
Annual operating permit	\$60.00 / tank

MISCELLANEOUS FEES

Re-inspection*	\$165.00
No entry fee on previously scheduled inspection*	\$165.00 first occurrence, \$250.00 each after
Project not ready for scheduled inspection*	\$165.00 first occurrence, \$250 each after
Additional inspections if requested by applicant/permit holder in writing*	\$165
Weekend/overtime work on expedited inspections*	\$125/hour (minimum 2 hours)
Construction document review with permit application –electrical, plumbing, and gas*	\$125/hour (minimum 2 hours)
Revisions to previously approved plans*	\$125/hour (minimum 2 hours)
Reopening a permit after failure to submit verification of compliance*	\$165
Alternative solution/variance*	\$125/hour
Cancelled / Refused permit – application accepted*	10% of permit fee (minimum \$75)
Cancelled / Refused permit – construction document review completed*	25% of permit fee (minimum \$100)
Cancelled Permit – any inspections completed*	100% of permit fee
Permit extensions – beyond 18 months*	10% of permit fee (minimum \$100)
Expedited construction document review*	15% of permit fee (minimum \$125)
Starting without a permit*	200% of permit fee (double permit fee)
Travel fees*	\$100 – 200-299 km round trip
	\$150 – 300-399 km round trip
	\$200 – 400-499 km round trip
	\$250 – over 500 km round trip

**Town of Milk River
Rates Bylaw**

Schedule D E Business License Fees

Description	Rate
Community Resident	\$50.00
Home Occupation	\$50.00
Non-Resident	\$150.00
Grain Elevator	\$200.00
Day License (capped at \$100)	\$25.00
Special Event (Farmers Market, Craft Fair)	\$150.00

Any business found carrying on a business without first having obtained a license is guilty of an offence and liable to a penalty up to \$250/day for each and every day that the business continues to carry out such business without having first obtained said license to do so.

Any resident business, or person conducting a home occupation, who has not obtained a license shall be penalized at a rate of 5% for each and every month that the license remains unpaid.

Town of Milk River
Rates Bylaw

Schedule **E F** Electric Vehicle Charging Station Fees

Description	Rate
Level 2 Charger	No charge
Level 3 Charger	\$.45/kWh

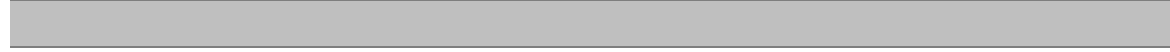
**Town of Milk River
Rates Bylaw**

Schedule F G Enforcement

Description	Rate
NUSIANCE	
1 st Offence	\$300.00
2 nd Offence	\$500.00
3 rd Offence	\$700.00
If an Order / Compliance Notice under this Section of the bylaw is not complied with within ninety (90) days of the date of the notice, the Community Peace Officer shall have the right to direct any person to do the work required by the order. <i>The cost of doing the work required, plus a fifty dollar (\$50.00) administration fee, may be recovered from the Owner of the property as a debt due to the Town of Milk River.</i>	
Concert License Application Fee (non-refundable)	\$100.00
Failure to comply with the conditions set to a License	\$1,250.00 - \$2,500.00
Daily non-payment default	\$2,500.00
TRAFFIC CONTROL	
Section 3.2 Speeding exceeding posted limit	\$50.00
Section 3.3 Speeding exceeding limit of 15 km in alley	\$50.00
Section 5.1 Parking	\$50.00
Section 5.2	\$50.00
Section 5.3	\$50.00
Section 5.4	\$50.00
Section 5.5	\$50.00
Section 6.1	\$50.00
Section 7.1	\$50.00
Section 9.1	\$50.00
Section 9.2	\$50.00

WATER CONSERVATION

First Offence	\$100.00
Second Offence	\$250.00
3 rd and Subsequent Offence	\$500.00

**CANNABIS CONSUMPTION**

Smoke, vape or consume cannabis in public place

Minimum Penalty	\$50.00
Specified Penalty	\$100.00

Upon production of any such notice or tag between the eight and fifteenth day from the date of service of such notice, together with the sums specified in such notice, there shall be added an additional five (\$5.00) dollar penalty which upon payment to the Administrator of the Town an official receipt for said fill payment shall be issued, and subject to the provisions of this section, payment shall be accepted in lieu of prosecution.

**Town of Milk River
Rates Bylaw**

Schedule **G HFire Rates**

Description	Rate
Contravention of any provision in the Fire Bylaw	\$400.00
Second or subsequent offence within one (1) Year	\$600.00

**Town of Milk River
Rates Bylaw**

Schedule H † Fiscal Services

Description	Rate
Freedom of Information and Privacy Act Request*	\$25.00
Tax Certificates: for Third Parties	\$30.00 GST exempt
for Owners	Free
Zoning Compliance Letters	\$30.00 GST exempt
Insurance Forms for Clients	Free

*Additional fees may apply as per FOIP regulation

**Town of Milk River
Rates Bylaw**

Schedule I Golf Cart Pilot Project

Bylaw Section	Offence	Fine
4 & 5	Operator restrictions and responsibilities	\$125.00
8.1.2.1.	Fail to stop for a Designated Officer	\$250.00
8.1.2.2.	Fail to produce documents for inspection	\$125.00
8.1.2.3.	Fail to remain stopped	\$250.00
Second offence within a 12-month period	Two times the fine indicated above	
Third offence within a 12- month period	Three times the fine indicated above	

**Town of Milk River
Rates Bylaw**

Schedule J K Planning and Development Rates

Description	Rate
<i>Residential</i>	
Dwellings – Permitted Use	\$100.00
Dwellings - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$150.00
Additions – Permitted Use	\$25.00
Additions - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$75.00
Accessory Buildings – Permitted Use	\$25.00
Accessory Buildings - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$75.00
Home Occupations – Permitted Use	n/a
Home Occupations - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$100.00
<i>Commercial / Industrial</i>	
Change of Use – Permitted Use	\$100.00
Change of Use - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$150.00
All Other Development – Permitted Use	\$100.00
All Other Development - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$150.00
<i>Public / Institutional</i>	
All Uses – Permitted Use	\$100.00
All Uses - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$150.00
Sign Permit – Permitted Use	n/a
Sign Permit - - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$75.00
Fences – Permitted Use	n/a

Fences - Discretionary Use or Use Requesting Waiver(s) Greater than 10%	\$75.00
Letter of Compliance	\$30.00
Recirculation Fee	50% of the original application fee
Land Use Bylaw Amendments:	\$300.00
Other Statutory Plans and Amendments To:	\$300.00
Appeal to the Subdivision and Development Appeal Board: (\$150 of fee refundable upon successful appeal)	\$300.00

Whenever an application is received for a development or use not listed in this schedule, the amount of the fee shall be determined by the Development Officer and shall be consistent with those fees listed herein.

**Town of Milk River
Rates Bylaw**

Schedule K Swimming Pool

Description	Rate
Swimming Lessons – with Pass	\$30.00
Swimming Lessons – without Pass	\$40.00
Private Lesson	\$125.00
Aqua Fitness – Daily	\$5.00
Aqua Fitness - Season	\$50.00
Aquafit – Adult	\$110.00
Aquafit – Senior	\$100.00
Daily Rate – Child	\$3.00
Daily Rate – Youth	\$4.00
Daily Rate – Adult	\$5.00
Daily Rate – Senior	\$4.00
Daily Rate - Family	\$12.00
Ten Day Pass - Child	\$25.00
Ten Day Pass – Youth	\$35.00
Ten Day Pass – Adult	\$45.00
Ten Day Pass – Senior	\$35.00
Ten Day Pass – Family	\$100.00
Season Pass – Child / additional child	\$75.00 / \$30.00
Season Pass – Youth	\$85.00
Season Pass – Adult / additional adult	\$95.00 / \$50.00
Season Pass – Senior	\$85.00
Season Pass - Family	\$160.00
Aquatot – 10 pass	\$35.00
Pool Rental	\$150.00 per hour

* Family is defined as 1-2 adults with up to a total of 3 children

** All rates apart from programs/lessons provided to children under the age of 14 or persons with disabilities are subject to GST.

**Town of Milk River
Rates Bylaw**

Schedule L Water, Wastewater and Solid Waste Rates

Description	Rate
<i>Water</i>	
Single Family Dwelling – Flat fee	\$28.50/month
Multi Family Dwelling (per complex) – Flat fee	\$56.00/month
Commercial – Flat Fee	\$28.50/month
Institutional (schools, hospital, Prairie Rose Lodge)	\$28.50/month
All Accounts – Metered Consumption	\$.30 per cubic meter
Farm Water - Regional Pipelines School Irrigation	\$.52 per cubic meter
Prairie Rose Lodge Irrigation (Flat Fee)	\$800.00/year
Farm Water Station	\$4.50 per cubic meter
Water meter testing	\$
Water meter replacement	Cost plus 10%
Minimum repair cost for a damaged meter	\$50.00
Water services disconnection and reconnection	\$25.00
Water services disconnection and reconnection due to non-payment	\$25.00
<i>Wastewater</i>	
Single Family Dwelling – Flat Fee	\$12.00/month
Multi Family Dwelling – per unit	\$12.00/month
Commercial – Flat fee	\$15.50/month
Motels/Hotels	\$78.00/month
Institutional (seniors lodge, schools, hospital)	\$56.70/month
All Accounts – Metered Consumption	\$0.24 per cubic meter
Onsite sewage dumping fee (per load)	\$100.00 per load
Camera Sewer Residents	\$60.00

Non Residents	\$120.00 during normal working hours
	\$170.00 after work hours
	\$.53 per kilometer
	Jet stick record \$10.00

*Wastewater consumption is based on water metered consumption.

Solid Waste

Single Family Dwelling	\$13.00/month
Multi-Family Dwelling (per garbage bin)	\$13.00/month
Commercial (per garbage bin)	
Institutional	
Schools	\$16.00/month
Hospital	
Prairie Rose Lodge	
Additional Bin	\$6.00 per additional bin
Erle Rivers High School and Milk River Elementary	
School Irrigation Charge	\$.52 per cubic meter

Utility billings shall be due and payable within thirty (30) days of the date of mailing. The penalty for failure to pay a Utility bill on or before the due date and payable date shall be three (3%) of the then unpaid current outstanding balance.

Request for Decision

Correspondence

April 14, 2025



RECOMMENDATION

That correspondence for the period ending April 14, 2025, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Correspondence is a collection of general information received at the Town Office and is provided to Council as information.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in correspondence. Council shall be specific in the direction it provides.
2. Council may direct Administration on any item contained in correspondence.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Alberta Public Safety and Emergency Service: VIC
2. Alberta Public Safety and Emergency Services: Policing
3. Alberta Environment and Protected Areas
4. Alberta Municipal Affairs: Education Tax
5. Milk River Ridge School
6. Alberta Municipal Affairs: ACP Grant
7. Alberta Police Governance
8. Alberta Municipal Affairs: Local Authorities Election Act
9. County of Warner Thank You
10. Milk River Watershed AGM
11. Provincial Priorities Act Fact Sheet
12. Alberta Municipal Affairs: Bill 50
13. Alberta Emergency Management Legislative Changes Fact Sheet
14. Rural Municipalities Alberta Updates



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 30727

March 18, 2025

His Worship Larry Liebelt
Mayor
Town of Milk River
Box 270
Milk River AB T0K 1M0
liebelt@milkriver.ca

Dear Mayor Liebelt:

Thank you for your letter of January 20, 2025, regarding your proposal to utilize the Milk River Information Centre and Airport as Border Security Headquarters. I appreciate the opportunity to respond and provide you with the following information.

First, I would like to commend the Council of the Town of Milk River for your support in addressing border security and public safety challenges in Alberta.

Alberta's Interdiction Patrol Teams (IPT) will function under the direction of Sheriff Highway Patrol (SHP). As you are probably aware, the SHP already has a facility at Coutts. The Coutts facility is of ample office space and size to meet the present needs of border operations related to IPT.

Thank you for keeping the SHP and IPT in mind, currently, we are still examining all needs and options. I and my team will reach out if there are any further questions.

I trust this information has been helpful. Thank you again for your offer.

Sincerely,

Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

cc: Honourable Martin Long, Minister of Infrastructure
Honourable Ric McIver, Minister of Municipal Affairs
Honourable Grant Hunter, MLA, Taber-Warner

February 27, 2025

Ms. Kelly Lloyd
Chief Administrative Officer
MILK RIVER
PO Box 270, Milk River, AB T0K1M0

Dear Ms. Lloyd:


This letter is an annual notification of the Government of Alberta's legislation for collecting a municipality's policing cost share under the Police Funding Model (PFM) Regulation. Through a system of shared responsibility between the government and municipalities, a portion of the costs of frontline policing is allotted back to each municipality based on a number of factors: population, equalized assessment, crime severity, shadow population, and detachment location.

As per the Police Funding Model (PFM) Regulation, each municipality will contribute a portion of frontline policing costs based on a 30 per cent cost recovery for the fiscal year 2024-25. Total revenue generated is estimated to be \$67,189,720 and will be reinvested in Alberta policing initiatives. For fiscal year 2025-26 and beyond, further increases to the cost recovery percentage or revenue base estimate are not planned at this time. Any changes to the PFM will not be made until consultation with municipalities has occurred, and adequate notice has been provided.

Please remit payment within 45-days of the invoice made payable to the Government of Alberta and forward to the address provided on the invoice.

Any questions related to the financial details of this invoice may be directed to the attention of Ann Chen at ann.chen@gov.ab.ca. Other background and contextual inquiries regarding the policy of PFM may be directed to Lisa Gagnier at lisa.gagnier@gov.ab.ca.

Sincerely,



C.M. (Curtis) Zablocki, O.O.M.
Assistant Deputy Minister
Director of Law Enforcement
Public Security Division

Cost Breakdown

The provincial payment generating \$67,189,720 in revenue after modifiers is calculated on an annual basis using 50 per cent population, 50 per cent equalized assessment, and modifiers/subsidies for crime severity, shadow populations, and detachment location.

Provincial Data

Revenue Generated 2024-25 after modifiers	Total Municipal Affairs Population (2023)	Total Equalized Assessment (2025)	Total Revenue Base Estimate
\$67,189,720	834,259	359,176,224,029	\$69,800,000

Municipal Data

MILK RIVER	Data/Cost Breakdown
2023 Population	824
2025 Equalized Assessment	\$85,585,883
Equalized Assessment per capita	\$103,866
Population % of total for PFM	0.10%
Equalized Assessment % of total for PFM	0.02%
Amount based on 50% Population (A)	\$34,471
Amount based on 50% Equalized Assessment (B)	\$8,317
Total share policing cost C = (A + B)	\$42,787
<i>Less modifiers:</i>	
Subsidy from Crime Severity Index (CSI) Value (variable %) (Note 1)	\$0
Subsidy from Shadow Population (variable %) (Note 2)	\$0
5% for No Detachment Subsidy (Note 3)	\$0
Total share with modifiers D= C-note 1- note 2 -note 3	\$42,787

Notes

Population estimate is based on 2023 Municipal Affairs Population List.

Equalized Assessment – an annual calculation that measures the relative wealth of a municipality creating a common assessment base. It determines the ability of a community to pay a portion of policing costs in this context.

Municipality Population / PFM Population

Municipality Equalized Assessment / PFM Equalized Assessment

Population % of provincial x 50% population x Total Base Estimate

Equalized Assessment % x 50% x Total Base Estimate

Note 1: CSI Subsidy received if above rural municipal average. Accounts for volume and seriousness of crime based on incarceration rates. A three-year average is used to calculate your average CSI.

Note 2: Shadow Population – temporary residents of a municipality employed by an industrial or commercial establishment for a minimum of 30 days within a municipal census year. Shadow populations use the municipality's services but do not contribute to its tax base. Subsidy is up to 5% of total share.

Note 3: No detachment subsidy provided if town/municipality does not have access to a detachment.

Mail Payment To:

Provincial Policing Agreement - RCM
9833 109 ST, 5th FLOOR EDMONTON AB T5K 2E8

Account Inquiries by Telephone or Email:

Toll Free 310-0000

Email: PSES.financialoperations@gov.ab.ca

TOWN OF MILK RIVER
PO BOX 270
MILK RIVER AB
T0K 1M0

INVOICE

Document No. : 1800028337
Customer No. : 0070000392
Reference No. :
Document Date : 12-Mar-2025
Due Date : 11-Apr-2025
Email ID :
Contract ID :

Amount Due: \$42,787.00

Amount Remitted: _____

Please cut along line and return top portion with payment

S/N	Description	Order No.	Quantity	UOM	Unit Price	GST	Tax Amt	Amount CAD
1	TOWN OF MILK RIVER PFM 2024-2025	000001005590				0.00%	\$0.00	\$42,787.00
Sub Total								\$42,787.00
Total (GST)								\$0.00
Amount Due								\$42,787.00

Please make payment payable to Government of Alberta.

Government of Alberta - GST Registration Number: 124072513RT0001

February 26, 2025

Application No. 016 00000091
Resulting Authorization No. 91-04-02

Ms. Kelly Lloyd
Chief Administrative Officer
Town of Milk River
PO Box 270
MILK RIVER, AB T0K 1M0

Email: cao@milkriver.ca
Email Operator: cao@milkriver.ca

To: Owners of Regulated Waterworks:

Subject: Director's Notice – Removal of Monitoring Requirement for 18 Chemical Parameters Withdrawn from the Guidelines for Canadian Drinking Water Quality

Health Canada withdrew 17 chemical substances from the *Guidelines for Canadian Drinking Water Quality (GCDWQ)* in January 2022. This change was documented in the publication of "Withdrawal of Select Guidelines for Canadian Drinking Water Quality". In 2024, an additional chemical parameter was withdrawn from the GCDWQ. Waterworks may have continued testing these 18 chemicals or a portion of them in accordance with their Approval or the *Code of Practice for Waterworks Systems using High Quality Groundwater (COP HQGW)*.

These 18 chemicals are either phased out pesticides, or pesticides/chemicals unlikely to be found in drinking water at levels that could lead to adverse health effects. Monitoring data indicate that exposure from drinking water is rare for these 18 chemicals, and when detected, levels are well below the maximum acceptable concentrations (MACs).

Pursuant to Section 17 (1) of *Potable Water Regulation*, this letter is to notify the persons responsible for the waterworks that the following 18 chemicals can be removed for compliance monitoring as specified in Schedule 4 of the Approval or in Table 5-2 of the COP HQGW. This change will take effect on April 1, 2025. The 18 chemical parameters include:

- Azinphos-methyl
- Carbaryl
- Carbofuran
- Diazinon
- 1,2-dichlorobenzene
- 1,1-Dichloroethylene
- 2,4-dichlorophenol
- Diclofop-methyl
- Diuron
- Metolachlor
- Monochlorobenzene
- Paraquat

- Phorate
- Picloram
- Simazine
- Terbufos
- 2,3,4,6-tetrachlorophenol
- Trifluralin

As a result of this change in the monitoring requirement, the Approval/Registration holders will no longer be required to test for these 18 chemicals at accredited laboratories, effective of April 1, 2025. Please make the necessary arrangements with your respective laboratories to reflect the changes.

If you have any questions regarding this Notice, please contact your Municipal Approvals Engineer, Ibadabo William-West at (403) 948-8540, or by email ibidabo.william-west@gov.ab.ca.

Yours truly,

Dorothy Lok
Designated Director under the Act

cc: EPA RAC, RAC.Environment@gov.ab.ca
Beata Nitkowski-Sewards, Municipal Water Data Specialist, EPA
Doug.Erickson@gov.ab.ca, Compliance EPO, EPA



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR118482

March 14, 2025

Dear Chief Elected Officials:

As you know, my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, tabled *Budget 2025* in the Alberta Legislature on February 27. I am writing to share further information regarding *Budget 2025* as related to education property tax (EPT).

Budget 2025 takes an important step toward stabilizing operational funding for education systems across Alberta. Historically, approximately one-third of operational funding for Alberta Education came from the EPT municipalities collect from their rate payers on behalf of the province. In recent years, the proportion that EPT contributes to funding the operations of Alberta Education has decreased to less than 30 per cent. Through *Budget 2025*, the Government of Alberta is increasing the proportion of Alberta Education's operating budget covered by EPT to 31.6 per cent in 2025/2026 and back to 33 per cent in 2026/2027.

To provide Alberta's public education system with a stable and sustainable source of funding and meet the demands of increased student enrollment, EPT revenue will increase by 14 per cent from last year, to a total of \$3.1 billion. This increase will be reflected on the property tax bills that municipalities send to property owners in 2025.

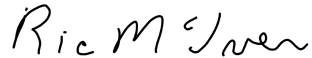
The Ministry of Municipal Affairs sent EPT requisitions to all municipal administrations, informing them of their share of the provincial EPT. For more information on EPT, including a fact sheet (Attachment 1) and the EPT Requisition Comparison Report (Attachment 2), please visit www.alberta.ca/property-tax and click on "Education property tax."

Municipalities across Alberta can inform residents that a portion of their property taxes goes directly to the provincial government to help pay for the operations of Alberta's education system. Many municipalities do this by adding a note to their property tax bills sent through the mail.

.../2

Budget 2025 is meeting the challenge of the cost of living by helping families keep more money in their pockets with lower personal income taxes and continuing investments in education and health care. I look forward to working together over the next year as we build strong and vibrant communities that make Alberta the best place in Canada to live, work, and raise a family.

Sincerely,

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

Ric McIver
Minister

Attachments:

1. Education Property Tax Fact Sheet (2025)
2. Education Property Tax Comparison Report (2025)

Education Property Tax

Fact Sheet

Highlights of the 2025-26 provincial education property tax

Budget 2025 will see an increase to the education property tax rates after being frozen in 2024-25. The higher rates, along with rising property values and increased development, are expected to raise the education property tax requisition from \$2.7 billion in 2024-25 to \$3.1 billion in 2025-26.

The share of education operating costs funded by the education property tax will increase to 31.6 per cent in 2025-26, following historic lows of about 28 per cent in 2023-24 and 29.5 per cent in 2024-25. This will enhance Alberta's ability to fund school operations, leading to better educational outcomes as student enrolment continues to grow.

Education property taxes provide a stable source of revenue and equitable funding that supports K-12 education, including teachers' salaries, textbooks and classroom resources. They are not used to fund government operations, school capital costs or teachers' pensions.

Under the provincial funding model, all education property taxes are pooled by Alberta Education through the Alberta School Foundation Fund and distributed to public and separate school boards on an equal per-student basis.

How education property tax is calculated for municipalities

All municipalities collect an equitable share of the provincial education property tax in proportion to their total taxable property assessments, which are equalized across the province. The equalization process ensures owners of properties of similar value and type across the province pay similar amounts of education property taxes. For more details on this process, refer to the [Guide to Equalized Assessment](https://www.municipalaffairs.alberta.ca/documents/as/guide_to_equalized_assessment.pdf) (www.municipalaffairs.alberta.ca/documents/as/guide_to_equalized_assessment.pdf) on the Alberta website.

The provincial equalized assessment base used to determine education property taxes this year reflects 2023 property values.

In 2025, the education property tax will be calculated at a rate of \$2.72 per \$1,000 of the total residential/farmland equalized assessment value. The non-residential rate will be set at \$4.00 per \$1,000 of equalized assessment value. Most property owners will see a change to their education tax bill due to increasing mill rates and assessment values. Individual properties are taxed based on the local education property tax rate set by the municipality.

How much Calgary and Edmonton contribute to education property tax

Based on this formula, Calgary taxpayers will contribute \$1.037 billion in education property tax in 2025. Edmonton taxpayers will contribute \$575 million in education property tax in 2025. Funding for Calgary and Edmonton school boards will be based on the published profiles expected to be released by the end of March 2025.

Declaration of faith

The Canadian Constitution guarantees Roman Catholic citizens' minority rights to a separate education system. In communities with separate school jurisdictions, property owners can declare they are of the Roman Catholic faith, so their education property tax dollars can be directed to those separate school jurisdictions.

Education system benefits everyone

Alberta's education system plays a crucial role in shaping a skilled workforce, driving economic growth and fostering the social well-being of individuals and the province as a whole. It serves as a cornerstone for personal and collective prosperity, benefiting all Albertans—regardless of age, marital status or parental responsibilities.

Questions about financial assistance for seniors or the Seniors Property Tax Deferral program can be directed to the Alberta Supports Contact Centre at 1-877-644-9992 (in Edmonton - 780-644-9992).

2025 Education Property Tax Requisition Comparison Report

Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
City									
City of Airdrie	\$32,676,721	\$40,805,954	25%	\$7,511,823	\$8,908,827	19%	\$40,188,545	\$49,714,781	24%
City of Beaumont	\$8,754,927	\$10,279,535	17%	\$941,561	\$1,075,964	14%	\$9,696,488	\$11,355,500	17%
City of Brooks	\$2,922,626	\$3,197,756	9%	\$1,245,129	\$1,331,680	7%	\$4,167,755	\$4,529,436	9%
City of Calgary	\$662,592,617	\$790,698,938	19%	\$218,956,754	\$246,642,379	13%	\$881,549,371	\$1,037,341,317	18%
City of Camrose	\$5,706,740	\$6,369,265	12%	\$2,395,051	\$2,602,544	9%	\$8,101,791	\$8,971,809	11%
City of Chestermere	\$12,471,769	\$16,199,231	30%	\$898,257	\$1,100,498	23%	\$13,370,026	\$17,299,728	29%
City of Cold Lake	\$4,333,490	\$4,965,053	15%	\$2,250,679	\$2,494,154	11%	\$6,584,170	\$7,459,208	13%
City of Edmonton	\$376,410,720	\$411,115,425	9%	\$152,709,073	\$164,041,580	7%	\$529,119,793	\$575,157,005	9%
City of Fort Saskatchewan	\$10,595,208	\$11,991,264	13%	\$4,936,892	\$5,538,948	12%	\$15,532,100	\$17,530,212	13%
City of Grande Prairie	\$18,324,596	\$20,103,995	10%	\$11,818,731	\$12,679,645	7%	\$30,143,327	\$32,783,641	9%
City of Lacombe	\$4,114,518	\$4,683,149	14%	\$1,315,723	\$1,546,049	18%	\$5,430,241	\$6,229,198	15%
City of Leduc	\$12,014,226	\$13,877,339	16%	\$8,093,219	\$9,565,323	18%	\$20,107,445	\$23,442,662	17%
City of Lethbridge	\$32,216,642	\$36,528,257	13%	\$11,640,476	\$13,377,829	15%	\$43,857,118	\$49,906,086	14%
City of Lloydminster	\$5,541,443	\$6,079,283	10%	\$4,042,364	\$4,433,079	10%	\$9,583,808	\$10,512,362	10%
City of Medicine Hat	\$20,260,317	\$22,491,557	11%	\$6,535,656	\$7,437,516	14%	\$26,795,973	\$29,929,073	12%
City of Red Deer	\$30,998,165	\$34,713,671	12%	\$14,008,329	\$15,291,018	9%	\$45,006,494	\$50,004,689	11%
City of Spruce Grove	\$14,515,474	\$16,553,065	14%	\$4,551,525	\$5,171,599	14%	\$19,066,999	\$21,724,664	14%
City of St. Albert	\$30,468,863	\$33,797,441	11%	\$7,729,758	\$8,571,041	11%	\$38,198,621	\$42,368,481	11%
City of Wetaskiwin	\$2,649,107	\$2,926,303	10%	\$1,333,280	\$1,436,688	8%	\$3,982,386	\$4,362,991	10%
Specialized Municipality									
Lac La Biche County	\$3,402,910	\$3,748,401	10%	\$6,876,399	\$7,598,780	11%	\$10,279,309	\$11,347,181	10%
Mackenzie County	\$3,268,046	\$3,728,460	14%	\$3,460,652	\$3,759,748	9%	\$6,728,698	\$7,488,208	11%
Municipality of Crowsnest Pass	\$2,845,014	\$3,415,101	20%	\$652,417	\$728,785	12%	\$3,497,431	\$4,143,885	18%
Municipality of Jasper	\$2,897,656	\$3,244,828	12%	\$2,870,879	\$3,435,565	20%	\$5,768,534	\$6,680,393	16%
Regional Municipality of Wood Buffalo	\$25,588,211	\$26,818,348	5%	\$44,973,467	\$49,007,432	9%	\$70,561,678	\$75,825,781	7%
Strathcona County	\$49,559,018	\$55,303,202	12%	\$23,807,109	\$27,576,981	16%	\$73,366,127	\$82,880,183	13%
Municipal District									
Athabasca County	\$2,968,750	\$3,314,562	12%	\$2,935,244	\$3,141,602	7%	\$5,903,993	\$6,456,165	9%
Beaver County	\$2,127,932	\$2,369,081	11%	\$1,707,543	\$1,847,370	8%	\$3,835,475	\$4,216,451	10%
Big Lakes County	\$1,588,207	\$1,819,359	15%	\$3,445,321	\$3,862,452	12%	\$5,033,528	\$5,681,811	13%
Birch Hills County	\$297,581	\$326,293	10%	\$478,049	\$478,783	0%	\$775,630	\$805,076	4%
Brazeau County	\$2,737,950	\$3,083,062	13%	\$7,336,337	\$8,195,680	12%	\$10,074,287	\$11,278,741	12%
Camrose County	\$3,797,777	\$4,261,631	12%	\$2,090,341	\$2,274,726	9%	\$5,888,118	\$6,536,357	11%
Cardston County	\$1,685,667	\$2,104,898	25%	\$341,693	\$386,567	13%	\$2,027,360	\$2,491,465	23%
Clear Hills County	\$546,825	\$629,296	15%	\$2,559,575	\$2,776,630	8%	\$3,106,401	\$3,405,926	10%
Clearwater County	\$5,085,847	\$5,911,264	16%	\$14,021,592	\$15,701,105	12%	\$18,995,973	\$21,612,368	14%
County of Barrhead No. 11	\$2,124,431	\$2,333,529	10%	\$637,472	\$775,048	22%	\$2,761,903	\$3,108,577	13%
County of Forty Mile No. 8	\$1,326,654	\$1,432,634	8%	\$879,141	\$885,612	1%	\$2,205,795	\$2,318,247	5%
County of Grande Prairie No. 1	\$11,607,927	\$12,861,368	11%	\$14,419,704	\$15,807,044	10%	\$26,027,632	\$28,668,412	10%
County of Minburn No. 27	\$1,056,824	\$1,171,345	11%	\$1,367,655	\$1,508,893	10%	\$2,424,478	\$2,680,238	11%
County of Newell	\$2,636,382	\$3,011,645	14%	\$9,258,318	\$10,054,070	9%	\$11,894,699	\$13,065,715	10%

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Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
County of Northern Lights	\$1,163,594	\$1,318,339	13%	\$2,357,154	\$2,465,897	5%	\$3,520,748	\$3,784,236	7%
County of Paintearth No. 18	\$607,198	\$674,528	11%	\$1,518,731	\$1,640,601	8%	\$2,125,929	\$2,315,129	9%
County of St. Paul No. 19	\$2,716,097	\$3,023,206	11%	\$1,675,231	\$1,820,102	9%	\$4,391,327	\$4,843,307	10%
County of Stettler No. 6	\$2,178,165	\$2,506,532	15%	\$1,969,009	\$2,155,166	9%	\$4,147,174	\$4,661,699	12%
County of Two Hills No. 21	\$1,128,952	\$1,267,303	12%	\$538,400	\$567,641	5%	\$1,667,352	\$1,834,944	10%
County of Vermilion River	\$3,105,239	\$3,504,031	13%	\$3,607,692	\$3,922,259	9%	\$6,712,931	\$7,426,290	11%
County of Warner No. 5	\$1,377,310	\$1,576,481	14%	\$763,665	\$831,683	9%	\$2,140,976	\$2,408,164	12%
County of Wetaskiwin No. 10	\$5,534,040	\$6,361,900	15%	\$2,571,375	\$2,697,651	5%	\$8,105,416	\$9,059,550	12%
Cypress County	\$4,164,065	\$4,756,597	14%	\$9,165,422	\$9,980,926	9%	\$13,329,487	\$14,737,523	11%
Flagstaff County	\$1,385,419	\$1,524,706	10%	\$2,296,911	\$2,465,257	7%	\$3,682,330	\$3,989,962	8%
Foothills County	\$20,718,315	\$24,817,686	20%	\$4,016,897	\$4,479,153	12%	\$24,735,212	\$29,296,839	18%
Kneehill County	\$1,919,588	\$2,234,421	16%	\$3,653,309	\$4,034,251	10%	\$5,572,896	\$6,268,673	12%
Lac Ste. Anne County	\$4,767,410	\$5,334,125	12%	\$1,299,875	\$1,435,830	10%	\$6,067,284	\$6,769,955	12%
Lacombe County	\$5,610,186	\$6,213,691	11%	\$7,250,909	\$7,833,466	8%	\$12,861,095	\$14,047,157	9%
Lamont County	\$1,559,287	\$1,727,462	11%	\$1,763,676	\$1,958,153	11%	\$3,322,963	\$3,685,614	11%
Leduc County	\$8,159,017	\$9,442,769	16%	\$20,320,932	\$23,628,449	16%	\$28,479,949	\$33,071,219	16%
Lethbridge County	\$3,698,818	\$4,187,551	13%	\$2,643,677	\$2,963,143	12%	\$6,342,496	\$7,150,694	13%
Mountain View County	\$7,735,673	\$9,098,245	18%	\$6,284,415	\$6,923,038	10%	\$14,020,087	\$16,021,283	14%
Municipal District of Acadia No. 34	\$184,219	\$198,106	8%	\$38,429	\$47,746	24%	\$222,648	\$245,852	10%
Municipal District of Bighorn No. 8	\$1,805,415	\$2,140,349	19%	\$1,755,884	\$2,030,637	16%	\$3,561,299	\$4,170,986	17%
Municipal District of Bonnyville No. 87	\$5,005,435	\$5,676,433	13%	\$12,176,155	\$13,366,783	10%	\$17,181,590	\$19,043,216	11%
Municipal District of Fairview No. 136	\$515,720	\$547,243	6%	\$453,223	\$504,090	11%	\$968,943	\$1,051,332	9%
Municipal District of Greenview No. 16	\$2,854,277	\$3,296,919	16%	\$29,122,178	\$32,658,178	12%	\$31,976,455	\$35,955,097	12%
Municipal District of Lesser Slave River No. 124	\$1,442,011	\$1,582,612	10%	\$2,611,656	\$3,016,477	16%	\$4,053,667	\$4,599,089	13%
Municipal District of Opportunity No. 17	\$682,373	\$734,631	8%	\$8,299,570	\$9,291,968	12%	\$8,981,943	\$10,026,599	12%
Municipal District of Peace No. 135	\$487,302	\$551,075	13%	\$436,111	\$439,013	1%	\$923,413	\$990,088	7%
Municipal District of Pincher Creek No. 9	\$1,935,495	\$2,306,550	19%	\$1,234,671	\$1,355,159	10%	\$3,170,165	\$3,661,708	16%
Municipal District of Provost No. 52	\$774,826	\$846,255	9%	\$4,135,144	\$4,529,243	10%	\$4,909,970	\$5,375,497	9%
Municipal District of Ranchland No. 66	\$69,910	\$79,213	13%	\$562,190	\$607,009	8%	\$632,100	\$686,222	9%
Municipal District of Smoky River No. 130	\$627,528	\$708,827	13%	\$820,142	\$925,736	13%	\$1,447,670	\$1,634,563	13%
Municipal District of Spirit River No. 133	\$218,076	\$247,068	13%	\$436,310	\$556,133	27%	\$654,387	\$803,201	23%
Municipal District of Taber	\$2,461,834	\$2,939,243	19%	\$2,977,866	\$3,271,695	10%	\$5,439,700	\$6,210,938	14%
Municipal District of Wainwright No. 61	\$1,870,314	\$2,036,211	9%	\$4,439,583	\$4,992,764	12%	\$6,309,897	\$7,028,975	11%
Municipal District of Willow Creek No. 26	\$2,481,124	\$3,018,965	22%	\$1,658,119	\$1,866,268	13%	\$4,139,243	\$4,885,234	18%
Northern Sunrise County	\$626,390	\$681,246	9%	\$4,598,306	\$4,984,628	8%	\$5,224,696	\$5,665,873	8%
Parkland County	\$18,079,142	\$20,338,767	12%	\$12,638,309	\$13,866,868	10%	\$30,717,451	\$34,205,635	11%
Ponoka County	\$4,744,959	\$5,612,733	18%	\$3,680,077	\$4,109,553	12%	\$8,425,035	\$9,722,286	15%
Red Deer County	\$10,558,882	\$12,203,080	16%	\$8,991,886	\$9,829,912	9%	\$19,550,768	\$22,032,992	13%
Rocky View County	\$38,920,613	\$47,862,361	23%	\$23,236,941	\$29,811,930	28%	\$62,157,553	\$77,674,291	25%
Saddle Hills County	\$513,541	\$657,511	28%	\$6,672,392	\$7,558,362	13%	\$7,185,933	\$8,215,873	14%
Smoky Lake County	\$1,043,840	\$1,209,203	16%	\$1,048,058	\$1,180,297	13%	\$2,091,898	\$2,389,500	14%
Starland County	\$616,057	\$713,053	16%	\$1,341,942	\$1,468,496	9%	\$1,957,998	\$2,181,548	11%
Sturgeon County	\$10,951,968	\$12,344,569	13%	\$9,175,271	\$10,047,558	10%	\$20,127,239	\$22,392,127	11%

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Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
Thorhild County	\$1,143,781	\$1,245,132	9%	\$1,296,708	\$1,416,297	9%	\$2,440,489	\$2,661,429	9%
Vulcan County	\$2,024,349	\$2,444,881	21%	\$1,564,558	\$1,747,180	12%	\$3,588,907	\$4,192,061	17%
Westlock County	\$2,255,121	\$2,557,655	13%	\$564,510	\$633,448	12%	\$2,819,632	\$3,191,102	13%
Wheatland County	\$4,122,594	\$4,828,880	17%	\$6,645,007	\$7,303,042	10%	\$10,767,601	\$12,131,922	13%
Woodlands County	\$2,041,854	\$2,309,541	13%	\$3,290,161	\$3,692,933	12%	\$5,332,015	\$6,002,475	13%
Yellowhead County	\$4,577,378	\$4,859,162	6%	\$22,438,768	\$25,332,759	13%	\$27,016,146	\$30,191,921	12%
Town									
Town of Athabasca	\$673,705	\$737,486	9%	\$407,866	\$427,792	5%	\$1,081,571	\$1,165,279	8%
Town of Banff	\$5,452,073	\$6,139,710	13%	\$4,891,651	\$7,239,681	48%	\$10,343,724	\$13,379,391	29%
Town of Barrhead	\$974,653	\$1,089,113	12%	\$450,923	\$495,890	10%	\$1,425,576	\$1,585,002	11%
Town of Bashaw	\$156,921	\$181,407	16%	\$67,935	\$80,469	18%	\$224,856	\$261,876	16%
Town of Bassano	\$233,950	\$263,839	13%	\$113,893	\$138,615	22%	\$347,843	\$402,454	16%
Town of Beaverlodge	\$596,683	\$648,163	9%	\$244,276	\$272,598	12%	\$840,959	\$920,760	9%
Town of Bentley	\$250,394	\$276,434	10%	\$57,414	\$59,363	3%	\$307,809	\$335,797	9%
Town of Blackfalds	\$3,261,920	\$3,712,428	14%	\$611,935	\$706,756	15%	\$3,873,855	\$4,419,184	14%
Town of Bon Accord	\$385,872	\$408,266	6%	\$28,429	\$32,741	15%	\$414,300	\$441,007	6%
Town of Bonnyville	\$1,519,070	\$1,574,566	4%	\$1,317,668	\$1,376,262	4%	\$2,836,738	\$2,950,828	4%
Town of Bow Island	\$373,506	\$404,338	8%	\$183,991	\$206,498	12%	\$557,497	\$610,836	10%
Town of Bowden	\$271,677	\$305,287	12%	\$58,369	\$64,180	10%	\$330,046	\$369,467	12%
Town of Bruderheim	\$363,604	\$398,261	10%	\$70,745	\$78,521	11%	\$434,349	\$476,782	10%
Town of Calmar	\$618,465	\$672,762	9%	\$187,788	\$214,536	14%	\$806,253	\$887,298	10%
Town of Canmore	\$23,913,325	\$27,778,702	16%	\$6,438,454	\$7,999,686	24%	\$30,351,778	\$35,778,387	18%
Town of Cardston	\$898,811	\$997,958	11%	\$180,488	\$214,989	19%	\$1,079,299	\$1,212,947	12%
Town of Carstairs	\$1,910,780	\$2,235,333	17%	\$255,532	\$284,693	11%	\$2,166,312	\$2,520,025	16%
Town of Castor	\$162,370	\$181,011	11%	\$53,449	\$60,928	14%	\$215,819	\$241,939	12%
Town of Claresholm	\$1,069,376	\$1,246,100	17%	\$381,473	\$423,148	11%	\$1,450,849	\$1,669,249	15%
Town of Coaldale	\$2,761,332	\$3,260,084	18%	\$673,399	\$837,833	24%	\$3,434,732	\$4,097,917	19%
Town of Coalhurst	\$797,268	\$914,316	15%	\$55,482	\$61,675	11%	\$852,750	\$975,991	14%
Town of Cochrane	\$16,990,384	\$21,325,962	26%	\$2,577,223	\$2,880,699	12%	\$19,567,606	\$24,206,661	24%
Town of Coronation	\$142,829	\$158,116	11%	\$83,519	\$92,592	11%	\$226,348	\$250,708	11%
Town of Crossfield	\$1,389,235	\$1,697,192	22%	\$717,281	\$834,122	16%	\$2,106,516	\$2,531,315	20%
Town of Daysland	\$194,940	\$216,695	11%	\$28,246	\$29,904	6%	\$223,185	\$246,599	10%
Town of Devon	\$2,127,248	\$2,380,509	12%	\$492,293	\$524,496	7%	\$2,619,541	\$2,905,006	11%
Town of Diamond Valley	\$2,208,310	\$2,764,092	25%	\$316,360	\$364,689	15%	\$2,524,671	\$3,128,780	24%
Town of Didsbury	\$1,521,057	\$1,737,458	14%	\$307,636	\$356,979	16%	\$1,828,694	\$2,094,437	15%
Town of Drayton Valley	\$1,775,121	\$2,025,777	14%	\$1,714,259	\$1,921,015	12%	\$3,489,381	\$3,946,792	13%
Town of Drumheller	\$1,814,112	\$2,062,736	14%	\$877,638	\$995,066	13%	\$2,691,750	\$3,057,802	14%
Town of Eckville	\$247,955	\$267,636	8%	\$80,853	\$92,285	14%	\$328,809	\$359,921	9%
Town of Edson	\$2,243,943	\$2,441,048	9%	\$1,512,476	\$1,669,593	10%	\$3,756,419	\$4,110,641	9%
Town of Elk Point	\$269,770	\$281,227	4%	\$159,710	\$170,692	7%	\$429,480	\$451,919	5%
Town of Fairview	\$571,989	\$604,192	6%	\$250,629	\$275,678	10%	\$822,618	\$879,870	7%
Town of Falher	\$145,054	\$157,251	8%	\$100,790	\$111,257	10%	\$245,844	\$268,508	9%
Town of Fort Macleod	\$869,224	\$1,017,081	17%	\$526,464	\$608,171	16%	\$1,395,688	\$1,625,252	16%

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Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
Town of Fox Creek	\$504,733	\$503,588	0%	\$576,444	\$575,761	0%	\$1,081,177	\$1,079,349	0%
Town of Gibbons	\$901,128	\$996,373	11%	\$118,711	\$146,924	24%	\$1,019,840	\$1,143,297	12%
Town of Grimshaw	\$538,354	\$569,588	6%	\$188,597	\$181,690	-4%	\$726,951	\$751,279	3%
Town of Hanna	\$429,952	\$492,715	15%	\$235,065	\$252,372	7%	\$665,017	\$745,087	12%
Town of Hardisty	\$174,968	\$189,827	8%	\$112,379	\$117,531	5%	\$287,348	\$307,358	7%
Town of High Level	\$647,561	\$745,421	15%	\$775,817	\$869,788	12%	\$1,423,378	\$1,615,209	13%
Town of High Prairie	\$463,008	\$507,551	10%	\$416,569	\$452,358	9%	\$879,577	\$959,909	9%
Town of High River	\$5,185,679	\$6,262,867	21%	\$1,258,625	\$1,425,533	13%	\$6,444,304	\$7,688,400	19%
Town of Hinton	\$2,903,719	\$3,248,988	12%	\$1,730,494	\$1,897,036	10%	\$4,634,213	\$5,146,024	11%
Town of Innisfail	\$2,163,212	\$2,454,357	13%	\$973,022	\$1,061,323	9%	\$3,136,234	\$3,515,680	12%
Town of Irricana	\$335,782	\$400,812	19%	\$31,470	\$33,800	7%	\$367,252	\$434,612	18%
Town of Killam	\$184,519	\$201,804	9%	\$87,769	\$90,729	3%	\$272,289	\$292,534	7%
Town of Lamont	\$348,707	\$392,648	13%	\$104,466	\$109,447	5%	\$453,173	\$502,095	11%
Town of Legal	\$316,271	\$333,739	6%	\$32,996	\$36,812	12%	\$349,267	\$370,551	6%
Town of Magrath	\$638,897	\$744,423	17%	\$62,836	\$73,655	17%	\$701,733	\$818,079	17%
Town of Manning	\$227,713	\$245,891	8%	\$104,782	\$117,904	13%	\$332,495	\$363,795	9%
Town of Mayerthorpe	\$198,045	\$211,689	7%	\$102,394	\$105,880	3%	\$300,440	\$317,569	6%
Town of McLennan	\$79,379	\$86,129	9%	\$36,440	\$43,818	20%	\$115,819	\$129,947	12%
Town of Milk River	\$163,614	\$199,252	22%	\$42,209	\$48,759	16%	\$205,823	\$248,011	20%
Town of Millet	\$515,036	\$568,429	10%	\$129,356	\$168,955	31%	\$644,392	\$737,384	14%
Town of Morinville	\$3,097,155	\$3,500,557	13%	\$694,330	\$753,169	8%	\$3,791,484	\$4,253,725	12%
Town of Mundare	\$217,819	\$239,213	10%	\$52,965	\$56,443	7%	\$270,784	\$295,655	9%
Town of Nanton	\$691,299	\$847,683	23%	\$227,315	\$273,998	21%	\$918,614	\$1,121,681	22%
Town of Nobleford	\$346,672	\$414,409	20%	\$146,866	\$178,593	22%	\$493,538	\$593,002	20%
Town of Okotoks	\$13,779,201	\$17,010,168	23%	\$2,967,871	\$3,560,904	20%	\$16,747,072	\$20,571,072	23%
Town of Olds	\$3,184,858	\$3,750,666	18%	\$1,465,506	\$1,468,898	0%	\$4,650,364	\$5,219,563	12%
Town of Onoway	\$216,104	\$239,271	11%	\$140,242	\$134,295	-4%	\$356,346	\$373,566	5%
Town of Oyen	\$180,943	\$199,680	10%	\$81,592	\$101,503	24%	\$262,536	\$301,184	15%
Town of Peace River	\$1,662,202	\$1,750,544	5%	\$1,006,007	\$1,040,072	3%	\$2,668,209	\$2,790,616	5%
Town of Penhold	\$1,021,712	\$1,143,774	12%	\$152,701	\$180,175	18%	\$1,174,413	\$1,323,950	13%
Town of Picture Butte	\$472,143	\$557,869	18%	\$151,248	\$177,088	17%	\$623,390	\$734,957	18%
Town of Pincher Creek	\$973,274	\$1,189,883	22%	\$469,681	\$561,301	20%	\$1,442,955	\$1,751,185	21%
Town of Ponoka	\$1,776,801	\$1,986,442	12%	\$725,492	\$786,222	8%	\$2,502,293	\$2,772,664	11%
Town of Provost	\$364,151	\$391,494	8%	\$246,407	\$269,682	9%	\$610,558	\$661,176	8%
Town of Rainbow Lake	\$40,982	\$44,887	10%	\$49,354	\$52,583	7%	\$90,336	\$97,471	8%
Town of Raymond	\$992,896	\$1,174,077	18%	\$107,995	\$121,051	12%	\$1,100,891	\$1,295,127	18%
Town of Redcliff	\$1,554,017	\$1,733,801	12%	\$787,411	\$868,553	10%	\$2,341,428	\$2,602,354	11%
Town of Redwater	\$534,777	\$576,910	8%	\$338,658	\$353,488	4%	\$873,435	\$930,397	7%
Town of Rimbey	\$613,977	\$679,488	11%	\$309,420	\$355,264	15%	\$923,397	\$1,034,751	12%
Town of Rocky Mountain House	\$1,808,759	\$2,047,210	13%	\$1,064,113	\$1,167,426	10%	\$2,872,872	\$3,214,636	12%
Town of Sedgewick	\$183,204	\$198,272	8%	\$69,687	\$75,688	9%	\$252,891	\$273,960	8%
Town of Sexsmith	\$681,162	\$748,870	10%	\$192,410	\$203,172	6%	\$873,572	\$952,043	9%
Town of Slave Lake	\$1,629,791	\$1,796,707	10%	\$949,735	\$1,018,839	7%	\$2,579,526	\$2,815,547	9%
Town of Smoky Lake	\$197,093	\$223,157	13%	\$74,691	\$84,708	13%	\$271,784	\$307,865	13%

Requisitions are actuals, subject to revision

Classification: Public

2025 Education Property Tax Requisition Comparison Report

Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
Town of Spirit River	\$166,509	\$176,441	6%	\$75,363	\$81,040	8%	\$241,873	\$257,481	6%
Town of St. Paul	\$1,260,430	\$1,341,698	6%	\$627,699	\$694,064	11%	\$1,888,129	\$2,035,762	8%
Town of Stavely	\$141,229	\$168,982	20%	\$44,882	\$41,993	-6%	\$186,111	\$210,974	13%
Town of Stettler	\$1,456,021	\$1,633,399	12%	\$903,555	\$1,034,464	14%	\$2,359,576	\$2,667,863	13%
Town of Stony Plain	\$6,375,406	\$7,276,531	14%	\$1,940,532	\$2,210,709	14%	\$8,315,938	\$9,487,240	14%
Town of Strathmore	\$4,757,855	\$5,848,969	23%	\$1,195,802	\$1,403,028	17%	\$5,953,657	\$7,251,997	22%
Town of Sundre	\$837,834	\$949,140	13%	\$370,402	\$384,838	4%	\$1,208,236	\$1,333,977	10%
Town of Swan Hills	\$122,536	\$137,620	12%	\$111,045	\$104,896	-6%	\$233,581	\$242,516	4%
Town of Sylvan Lake	\$6,166,325	\$6,809,225	10%	\$1,282,671	\$1,431,680	12%	\$7,448,997	\$8,240,905	11%
Town of Taber	\$2,179,692	\$2,467,407	13%	\$1,012,489	\$1,188,322	17%	\$3,192,181	\$3,655,730	15%
Town of Thorsby	\$207,956	\$223,229	7%	\$80,840	\$81,266	1%	\$288,796	\$304,495	5%
Town of Three Hills	\$714,532	\$807,504	13%	\$232,148	\$278,749	20%	\$946,680	\$1,086,252	15%
Town of Tofield	\$505,708	\$546,545	8%	\$201,851	\$220,732	9%	\$707,560	\$767,277	8%
Town of Trochu	\$187,250	\$219,112	17%	\$63,669	\$74,608	17%	\$250,919	\$293,719	17%
Town of Two Hills	\$159,745	\$173,598	9%	\$52,490	\$56,602	8%	\$212,235	\$230,200	8%
Town of Valleyview	\$348,413	\$396,108	14%	\$293,412	\$342,250	17%	\$641,826	\$738,359	15%
Town of Vauxhall	\$204,637	\$242,223	18%	\$66,674	\$80,528	21%	\$271,311	\$322,750	19%
Town of Vegreville	\$1,270,223	\$1,398,415	10%	\$714,209	\$784,479	10%	\$1,984,432	\$2,182,894	10%
Town of Vermilion	\$1,048,118	\$1,148,399	10%	\$657,967	\$722,215	10%	\$1,706,085	\$1,870,614	10%
Town of Viking	\$181,712	\$199,249	10%	\$82,710	\$87,407	6%	\$264,422	\$286,656	8%
Town of Vulcan	\$506,701	\$581,657	15%	\$155,929	\$176,348	13%	\$662,630	\$758,004	14%
Town of Wainwright	\$1,647,086	\$1,773,328	8%	\$952,095	\$1,028,317	8%	\$2,599,181	\$2,801,645	8%
Town of Wembley	\$366,635	\$404,951	10%	\$140,603	\$160,702	14%	\$507,238	\$565,653	12%
Town of Westlock	\$1,062,898	\$1,175,208	11%	\$681,121	\$727,190	7%	\$1,744,019	\$1,902,398	9%
Town of Whitecourt	\$2,736,404	\$2,959,682	8%	\$2,275,620	\$2,535,055	11%	\$5,012,024	\$5,494,737	10%
Village									
Alberta Beach	\$460,851	\$493,842	7%	\$42,315	\$50,665	20%	\$503,166	\$544,506	8%
Village of Acme	\$137,589	\$166,973	21%	\$41,136	\$48,261	17%	\$178,726	\$215,235	20%
Village of Alix	\$157,002	\$184,519	18%	\$59,747	\$69,550	16%	\$216,748	\$254,068	17%
Village of Alliance	\$17,468	\$18,792	8%	\$10,788	\$11,391	6%	\$28,256	\$30,183	7%
Village of Amisk	\$29,421	\$30,500	4%	\$5,498	\$6,820	24%	\$34,919	\$37,319	7%
Village of Andrew	\$67,963	\$69,512	2%	\$20,820	\$23,248	12%	\$88,783	\$92,760	4%
Village of Arrowwood	\$34,108	\$42,675	25%	\$11,414	\$14,358	26%	\$45,523	\$57,032	25%
Village of Barnwell	\$263,431	\$293,199	11%	\$17,378	\$19,299	11%	\$280,809	\$312,499	11%
Village of Barons	\$47,345	\$65,841	39%	\$9,814	\$13,829	41%	\$57,159	\$79,670	39%
Village of Bawlf	\$84,230	\$92,378	10%	\$6,686	\$7,387	10%	\$90,916	\$99,765	10%
Village of Beiseker	\$204,158	\$245,284	20%	\$109,271	\$118,304	8%	\$313,430	\$363,588	16%
Village of Berwyn	\$73,925	\$75,735	2%	\$12,354	\$13,080	6%	\$86,279	\$88,815	3%
Village of Big Valley	\$57,540	\$64,384	12%	\$19,214	\$22,565	17%	\$76,754	\$86,948	13%
Village of Bittern Lake	\$57,647	\$62,677	9%	\$8,552	\$9,357	9%	\$66,199	\$72,035	9%
Village of Boyle	\$156,074	\$168,100	8%	\$96,197	\$105,289	9%	\$252,271	\$273,389	8%
Village of Breton	\$106,294	\$121,299	14%	\$41,573	\$44,422	7%	\$147,867	\$165,721	12%
Village of Carbon	\$102,293	\$117,893	15%	\$11,484	\$12,220	6%	\$113,778	\$130,113	14%

Requisitions are actuals, subject to revision

Classification: Public

2025 Education Property Tax Requisition Comparison Report

Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
Village of Carmangay	\$48,404	\$58,953	22%	\$9,539	\$11,983	26%	\$57,943	\$70,936	22%
Village of Champion	\$59,751	\$87,219	46%	\$13,866	\$17,077	23%	\$73,617	\$104,296	42%
Village of Chauvin	\$40,059	\$42,816	7%	\$21,383	\$24,237	13%	\$61,443	\$67,053	9%
Village of Chipman	\$47,300	\$51,912	10%	\$16,261	\$17,871	10%	\$63,561	\$69,783	10%
Village of Clive	\$194,459	\$214,050	10%	\$12,322	\$13,636	11%	\$206,781	\$227,686	10%
Village of Clyde	\$77,161	\$86,993	13%	\$9,832	\$9,822	0%	\$86,993	\$96,815	11%
Village of Consort	\$105,248	\$116,274	10%	\$62,836	\$70,117	12%	\$168,084	\$186,390	11%
Village of Coutts	\$37,085	\$42,040	13%	\$35,530	\$42,011	18%	\$72,615	\$84,051	16%
Village of Cowley	\$43,135	\$54,146	26%	\$15,417	\$17,089	11%	\$58,553	\$71,236	22%
Village of Cremona	\$111,326	\$122,020	10%	\$26,963	\$29,397	9%	\$138,289	\$151,416	9%
Village of Czar	\$25,085	\$28,713	14%	\$7,748	\$10,967	42%	\$32,833	\$39,680	21%
Village of Delburne	\$206,633	\$220,020	6%	\$43,829	\$42,883	-2%	\$250,463	\$262,903	5%
Village of Delia	\$34,212	\$39,445	15%	\$12,863	\$13,637	6%	\$47,075	\$53,082	13%
Village of Donalda	\$31,630	\$35,086	11%	\$5,958	\$6,579	10%	\$37,588	\$41,665	11%
Village of Donnelly	\$49,360	\$54,966	11%	\$8,044	\$8,796	9%	\$57,403	\$63,763	11%
Village of Duchess	\$250,760	\$270,911	8%	\$35,705	\$40,972	15%	\$286,465	\$311,883	9%
Village of Edberg	\$20,445	\$23,160	13%	\$1,265	\$1,514	20%	\$21,711	\$24,674	14%
Village of Edgerton	\$63,662	\$67,381	6%	\$14,104	\$15,890	13%	\$77,766	\$83,271	7%
Village of Elnora	\$50,896	\$60,071	18%	\$10,459	\$10,647	2%	\$61,356	\$70,718	15%
Village of Empress	\$18,516	\$19,581	6%	\$6,651	\$6,571	-1%	\$25,167	\$26,152	4%
Village of Foremost	\$110,123	\$132,442	20%	\$43,240	\$50,545	17%	\$153,362	\$182,987	19%
Village of Forestburg	\$148,651	\$162,777	10%	\$37,102	\$38,679	4%	\$185,753	\$201,456	8%
Village of Girouxville	\$33,288	\$36,433	9%	\$10,115	\$10,327	2%	\$43,402	\$46,761	8%
Village of Glendon	\$92,993	\$99,084	7%	\$17,999	\$19,290	7%	\$110,993	\$118,375	7%
Village of Glenwood	\$75,308	\$90,453	20%	\$9,190	\$9,732	6%	\$84,497	\$100,185	19%
Village of Halkirk	\$14,685			\$6,513			\$21,198		
Village of Hay Lakes	\$123,952	\$139,060	12%	\$7,320	\$9,248	26%	\$131,272	\$148,308	13%
Village of Heisler	\$17,266	\$19,492	13%	\$5,182	\$5,825	12%	\$22,448	\$25,316	13%
Village of Hill Spring	\$54,414	\$60,440	11%	\$4,211	\$4,750	13%	\$58,625	\$65,190	11%
Village of Hines Creek	\$34,209	\$35,332	3%	\$20,015	\$21,640	8%	\$54,224	\$56,972	5%
Village of Holden	\$44,248	\$50,417	14%	\$32,543	\$34,896	7%	\$76,791	\$85,313	11%
Village of Hughenden	\$26,637	\$28,084	5%	\$5,880	\$6,641	13%	\$32,517	\$34,725	7%
Village of Hussar	\$30,710	\$35,112	14%	\$10,012	\$11,784	18%	\$40,723	\$46,896	15%
Village of Innisfree	\$24,567	\$28,117	14%	\$11,944	\$13,608	14%	\$36,510	\$41,725	14%
Village of Irma	\$94,487	\$103,158	9%	\$28,797	\$30,672	7%	\$123,284	\$133,830	9%
Village of Kitscoty	\$211,072	\$223,850	6%	\$26,720	\$29,034	9%	\$237,792	\$252,884	6%
Village of Linden	\$168,416	\$200,029	19%	\$65,604	\$71,363	9%	\$234,019	\$271,392	16%
Village of Lomond	\$26,897	\$31,081	16%	\$8,775	\$9,843	12%	\$35,672	\$40,924	15%
Village of Longview	\$133,296	\$157,316	18%	\$48,454	\$52,257	8%	\$181,750	\$209,574	15%
Village of Loughheed	\$32,223	\$34,916	8%	\$18,238	\$19,609	8%	\$50,461	\$54,525	8%
Village of Mannville	\$107,608	\$117,702	9%	\$32,971	\$35,179	7%	\$140,579	\$152,881	9%
Village of Marwayne	\$92,007	\$103,214	12%	\$16,706	\$19,408	16%	\$108,714	\$122,622	13%
Village of Milo	\$23,853	\$29,740	25%	\$12,798	\$14,627	14%	\$36,651	\$44,367	21%

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Classification: Public

2025 Education Property Tax Requisition Comparison Report

Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
Village of Morrin	\$34,991	\$39,171	12%	\$4,515	\$5,360	19%	\$39,506	\$44,531	13%
Village of Munson	\$43,099	\$48,199	12%	\$4,950	\$5,534	12%	\$48,050	\$53,733	12%
Village of Myrnam	\$36,939	\$39,970	8%	\$5,457	\$6,587	21%	\$42,396	\$46,558	10%
Village of Nampa	\$57,385	\$59,957	4%	\$67,853	\$71,282	5%	\$125,238	\$131,239	5%
Village of Paradise Valley	\$21,596	\$23,767	10%	\$5,095	\$5,744	13%	\$26,691	\$29,511	11%
Village of Rockyford	\$64,255	\$72,280	12%	\$23,645	\$26,088	10%	\$87,900	\$98,368	12%
Village of Rosalind	\$31,128	\$35,286	13%	\$9,256	\$10,292	11%	\$40,384	\$45,578	13%
Village of Rosemary	\$73,179	\$77,918	6%	\$8,384	\$10,011	19%	\$81,563	\$87,929	8%
Village of Rycroft	\$88,634	\$91,295	3%	\$94,487	\$99,226	5%	\$183,121	\$190,520	4%
Village of Ryley	\$65,801	\$71,484	9%	\$43,682	\$48,904	12%	\$109,483	\$120,388	10%
Village of Spring Lake	\$373,548	\$424,975	14%	\$11,986	\$13,638	14%	\$385,534	\$438,613	14%
Village of Standard	\$80,933	\$93,175	15%	\$52,180	\$55,237	6%	\$133,113	\$148,411	11%
Village of Stirling	\$294,781	\$346,258	17%	\$14,241	\$16,389	15%	\$309,022	\$362,647	17%
Village of Veteran	\$23,395	\$26,027	11%	\$9,571	\$10,370	8%	\$32,966	\$36,397	10%
Village of Vilna	\$28,541	\$30,806	8%	\$7,727	\$8,895	15%	\$36,268	\$39,701	9%
Village of Warburg	\$122,242	\$135,895	11%	\$41,969	\$44,792	7%	\$164,211	\$180,687	10%
Village of Warner	\$65,587	\$80,346	23%	\$16,418	\$20,411	24%	\$82,005	\$100,757	23%
Village of Waskatenau	\$40,856	\$43,870	7%	\$6,749	\$7,746	15%	\$47,605	\$51,617	8%
Village of Youngstown	\$22,650	\$24,802	10%	\$7,765	\$8,701	12%	\$30,415	\$33,503	10%
Summer Village									
Summer Village of Argentia Beach	\$233,387	\$266,905	14%	\$1,180	\$1,326	12%	\$234,567	\$268,232	14%
Summer Village of Betula Beach	\$80,456	\$96,947	20%	\$215	\$239	11%	\$80,671	\$97,187	20%
Summer Village of Birch Cove	\$36,311	\$41,937	15%	\$207	\$230	11%	\$36,518	\$42,167	15%
Summer Village of Birchcliff	\$509,079	\$572,211	12%	\$7,128	\$7,674	8%	\$516,207	\$579,885	12%
Summer Village of Bondiss	\$170,894	\$194,473	14%	\$2,877	\$3,402	18%	\$173,770	\$197,875	14%
Summer Village of Bonnyville Beach	\$68,232	\$72,907	7%	\$667	\$733	10%	\$68,899	\$73,641	7%
Summer Village of Burnstick Lake	\$53,970	\$76,288	41%	\$131	\$150	14%	\$54,101	\$76,437	41%
Summer Village of Castle Island	\$35,579	\$37,112	4%	\$62	\$70	13%	\$35,641	\$37,182	4%
Summer Village of Crystal Springs	\$238,164	\$267,321	12%	\$1,208	\$1,341	11%	\$239,372	\$268,662	12%
Summer Village of Ghost Lake	\$126,210	\$156,277	24%	\$263	\$282	7%	\$126,472	\$156,559	24%
Summer Village of Golden Days	\$367,537	\$419,422	14%	\$3,258	\$3,258	0%	\$370,795	\$422,680	14%
Summer Village of Grandview	\$287,308	\$322,822	12%	\$1,076	\$1,222	14%	\$288,384	\$324,045	12%
Summer Village of Gull Lake	\$269,295	\$314,039	17%	\$4,504	\$5,412	20%	\$273,799	\$319,450	17%
Summer Village of Half Moon Bay	\$121,653	\$130,500	7%	\$157	\$180	14%	\$121,810	\$130,680	7%
Summer Village of Horseshoe Bay	\$42,270	\$45,515	8%	\$727	\$808	11%	\$42,997	\$46,323	8%
Summer Village of Island Lake	\$300,691	\$349,645	16%	\$2,611	\$3,237	24%	\$303,302	\$352,882	16%
Summer Village of Island Lake South	\$82,853	\$91,599	11%	\$408	\$456	12%	\$83,262	\$92,055	11%
Summer Village of Itaska Beach	\$124,501	\$137,429	10%	\$583	\$642	10%	\$125,084	\$138,070	10%
Summer Village of Jarvis Bay	\$490,062	\$575,535	17%	\$1,387	\$1,558	12%	\$491,449	\$577,092	17%
Summer Village of Kapasiwin	\$87,853	\$94,742	8%	\$317	\$347	9%	\$88,170	\$95,089	8%
Summer Village of Lakeview	\$46,084	\$55,272	20%	\$256	\$292	14%	\$46,340	\$55,564	20%
Summer Village of Larkspur	\$88,448	\$98,107	11%	\$220	\$240	9%	\$88,668	\$98,346	11%
Summer Village of Ma-Me-O Beach	\$272,676	\$287,565	5%	\$7,797	\$8,247	6%	\$280,473	\$295,811	5%

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Classification: Public

2025 Education Property Tax Requisition Comparison Report

Municipality	Residential / Farm Land Requisition			Non-Residential Requisition			Total Education Requisition		
	2024	2025	% Change	2024	2025	% Change	2024	2025	% Change
Summer Village of Mewatha Beach	\$153,698	\$176,305	15%	\$916	\$1,152	26%	\$154,614	\$177,457	15%
Summer Village of Nakamun Park	\$110,355	\$125,086	13%	\$568	\$637	12%	\$110,923	\$125,723	13%
Summer Village of Norglenwold	\$600,456	\$702,346	17%	\$2,192	\$2,485	13%	\$602,648	\$704,831	17%
Summer Village of Norris Beach	\$97,746	\$106,415	9%	\$661	\$722	9%	\$98,407	\$107,137	9%
Summer Village of Parkland Beach	\$203,204	\$228,849	13%	\$9,298	\$10,332	11%	\$212,502	\$239,182	13%
Summer Village of Pelican Narrows	\$138,468	\$154,043	11%	\$1,162	\$1,279	10%	\$139,630	\$155,322	11%
Summer Village of Point Alison	\$65,116	\$69,073	6%	\$289	\$321	11%	\$65,405	\$69,394	6%
Summer Village of Poplar Bay	\$266,865	\$286,011	7%	\$1,487	\$1,644	11%	\$268,352	\$287,655	7%
Summer Village of Rochon Sands	\$162,437	\$176,078	8%	\$1,677	\$1,847	10%	\$164,113	\$177,926	8%
Summer Village of Ross Haven	\$163,226	\$181,804	11%	\$835	\$935	12%	\$164,061	\$182,739	11%
Summer Village of Sandy Beach	\$123,810	\$139,589	13%	\$2,364	\$2,708	15%	\$126,174	\$142,296	13%
Summer Village of Seba Beach	\$480,197	\$557,449	16%	\$13,885	\$15,546	12%	\$494,083	\$572,995	16%
Summer Village of Silver Beach	\$247,016	\$265,357	7%	\$755	\$839	11%	\$247,772	\$266,197	7%
Summer Village of Silver Sands	\$163,468	\$190,537	17%	\$4,717	\$5,376	14%	\$168,185	\$195,913	16%
Summer Village of South Baptiste	\$54,415	\$62,931	16%	\$2,889	\$3,115	8%	\$57,304	\$66,046	15%
Summer Village of South View	\$50,810	\$55,997	10%	\$498	\$552	11%	\$51,309	\$56,550	10%
Summer Village of Sunbreaker Cove	\$386,984	\$435,456	13%	\$613	\$681	11%	\$387,597	\$436,137	13%
Summer Village of Sundance Beach	\$169,430	\$187,637	11%	\$327	\$367	12%	\$169,757	\$188,004	11%
Summer Village of Sunrise Beach	\$75,973	\$85,126	12%	\$547	\$612	12%	\$76,520	\$85,738	12%
Summer Village of Sunset Beach	\$94,310	\$104,457	11%	\$575	\$646	12%	\$94,885	\$105,104	11%
Summer Village of Sunset Point	\$190,911	\$202,280	6%	\$727	\$811	12%	\$191,637	\$203,091	6%
Summer Village of Val Quentin	\$129,824	\$148,205	14%	\$1,098	\$1,223	11%	\$130,922	\$149,428	14%
Summer Village of Waiparous	\$97,209	\$125,505	29%	\$183	\$204	12%	\$97,391	\$125,708	29%
Summer Village of West Baptiste	\$98,465	\$116,564	18%	\$504	\$562	11%	\$98,969	\$117,126	18%
Summer Village of West Cove	\$152,266	\$163,052	7%	\$793	\$886	12%	\$153,059	\$163,939	7%
Summer Village of Whispering Hills	\$126,676	\$154,680	22%	\$1,096	\$1,890	72%	\$127,772	\$156,570	23%
Summer Village of White Sands	\$309,431	\$345,232	12%	\$2,257	\$2,512	11%	\$311,688	\$347,744	12%
Summer Village of Yellowstone	\$97,654	\$110,447	13%	\$629	\$707	12%	\$98,283	\$111,154	13%
Improvement District									
Improvement District No. 04 (Waterton)	\$486,959	\$557,367	14%	\$267,914	\$300,923	12%	\$754,873	\$858,290	14%
Improvement District No. 09 (Banff)	\$311,788	\$379,499	22%	\$2,732,751	\$3,522,788	29%	\$3,044,539	\$3,902,287	28%
Improvement District No. 12 (Jasper National Park)	\$15,812	\$18,047	14%	\$215,094	\$231,275	8%	\$230,906	\$249,323	8%
Improvement District No. 13 (Elk Island)	\$956	\$1,018	6%	\$22,334	\$23,454	5%	\$23,291	\$24,472	5%
Improvement District No. 24 (Wood Buffalo)	\$6,267	\$6,636	6%	\$3,913	\$4,363	11%	\$10,180	\$11,000	8%
Kananaskis Improvement District	\$179,885	\$208,069	16%	\$441,342	\$532,210	21%	\$621,228	\$740,278	19%
Special Area									
Special Areas Board	\$1,589,002	\$1,838,695	16%	\$8,984,038	\$9,707,515	8%	\$10,573,040	\$11,546,210	9%
Townsite									
Townsite of Redwood Meadows Administration Society	\$583,080	\$679,043	16%	\$0	\$0	0%	\$583,080	\$679,043	16%

Requisitions are actuals, subject to revision

Classification: Public



Milk River Ridge School

PO Box 358, 205 - 3 Ave. NE
Milk River, AB T0K 1M0
Ph: 403-647-3665 Fx: 403-647-2054
erlerivers.horizon.ab.ca
milkriver.horizon.ab.ca

March 20, 2025

Town of Milk River Council
240 Main St. NW
Milk River, AB T0K 1M0

Request for Use of RAP for Barrier-Free Accessibility Area

Dear Members of the Town of Milk River Council,

I hope this letter finds you well. My name is Rachelle Miller, and I am the principal of Milk River Ridge High School. I am reaching out to request the Town's assistance in an important aspect of our Westside Outdoor Enhancement Project, which is part of our school's ongoing modernization.

We have received a playground grant from Alberta Infrastructure, which we are using to enhance our outdoor recreation spaces, including improvements to the basketball and pickleball courts and baseball diamonds. A key component of this project is ensuring barrier-free accessibility for all students and community members. To achieve this, we are developing an accessibility-friendly area north of the new basketball and pickleball courts.

To make this space as functional and low-maintenance as possible, we would like to request the use of the Town's Reclaimed Asphalt Pavement (RAP) as an alternative to gravel. This would help reduce dust, improve surface stability, and enhance accessibility for those with mobility challenges. Your assistance in providing RAP would make a meaningful difference in ensuring this space is truly inclusive for all users.

We appreciate the ongoing partnership between the Town of Milk River and our school, and we are grateful for your consideration of this request. I would welcome the opportunity to discuss this further at your convenience. Please feel free to contact me at 403-393-5624 to arrange a meeting or to provide any additional information.

Thank you for your time and support. I look forward to working with you on this project.

Sincerely,

Rachelle Miller

A handwritten signature in black ink, appearing to read 'R Miller'.

Principal
Milk River Ridge High School



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR117964

March 10, 2025

His Worship Larry Liebelt
Mayor
Town of Milk River
PO Box 270
Milk River, AB T0K 1M0

Dear Mayor Liebelt:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of every Albertan.

I am pleased to inform you the Town of Milk River has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Regional Water Source Study and Contingency Plan project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in cursive script that reads "Ric McIver".

Ric McIver
Minister

cc: Honourable Grant Hunter, MLA, Taber-Warner
Scott MacCumber, Mayor, Village of Coutts
Tyler Lindsay, Mayor, Village of Warner
Randall Taylor, Reeve, County of Warner No. 5,
Kelly Lloyd, Chief Administrative Officer, Town of Milk River
Lori Rolfe, Chief Administrative Officer, Village of Coutts
Kelly Lloyd, Chief Administrative Officer, Village of Warner
Shawn Hathaway, Chief Administrative Officer, County of Warner No. 5

From: Alberta Police Governance <AlbertaPoliceGovernance@gov.ab.ca>
Sent: March 17, 2025 12:14 PM
To: ! CAO
Subject: Summary of Questions from Alberta Policing Legislation Information Sessions
Attachments: Information sessions QA Comms and CPPO FINAL.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

The Government of Alberta hosted three virtual information sessions in December 2024 regarding recent changes to policing legislation, which came into effect on March 1, 2025. As communicated during these sessions, we have compiled a comprehensive summary of all questions raised, including responses to those addressed during the events, as well as answers to additional questions for which time did not permit discussion.

This document is being distributed to all municipalities across Alberta—not only those that attended the sessions—in the hope that the information proves valuable. It includes details relevant to municipalities policed under the Provincial Police Service Agreement, as well as those with populations exceeding 5,000 that operate under Municipal Police Service Agreements. Given the evolving complexities of establishing policing committees, we have also updated certain responses to reflect the most current information available.

We appreciate your ongoing dedication to fostering safe and secure communities across Alberta and your commitment to excellence in civilian governance. I look forward to continuing our strong collaborative relationship.

Should you have any further questions, please do not hesitate to contact us at albertapolicegovernance@gov.ab.ca.

Governance Team

Classification: Protected A

Commonly Asked Questions

The Government of Alberta is enhancing civilian governance of RCMP-policed communities to ensure they have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

This document provides answers to questions that were asked during the information sessions, which were held Dec. 17 and 18, 2024. Where appropriate, we have included updated information to reflect the current state and provide an accurate response.

Information Session 1: Municipal Population over 15,000

Will there be any further regulation change or direction on structure/operations of the committees forthcoming?

The act and the regulations came into force March 1, 2025. Further amendments or new regulations are not anticipated in the short term.

Is there an expectation as to when the committees need to be operational?

Due to the development of a new enhanced security check process for police governance bodies, most committees will experience delays in their appointment process. However, the expectation is that municipalities are taking all necessary steps to establish their bylaws and recruit/appoint members, as quickly as possible.

Municipal elections are happening in the fall. Could we delay appointing committee members until after the election?

As above, the legislation and accompanying regulations are in force. The expectation is that municipalities take all necessary steps to establish their committees, or appoint members, as soon as possible.

Why was the timeline for implementation so tight?

We recognize some communities may need more time to determine the best approach and to develop and pass a bylaw. We will remain connected with individual communities to gauge their progress towards implementing the bylaw and appointing committee members.

Our policing committee has a committee member code of conduct that has been established in the bylaw. Can that stay or does it have to be removed?

The legislation sets out a minimum standard. Municipalities may wish to ensure they have a suite of policies governing their policing committee and a code of conduct is highly recommended.

Does the act require that the committee be established through bylaw?

The committee would be established through the municipality's usual bylaw channels. Training materials are available through the Government of Alberta's Police Governance E-Learning Training Program. Bylaw templates and other useful resources are available on the Alberta Association of Police Governance's website: aapg.ca.

We recognize that passing bylaws can take time and may require community consultation.

Can you elaborate on the process of a ministerial appointment to the committees? What will be the process? What will be the criteria for selection? Does a municipality have any input on this?

Ministerial appointments to committees follow the appointment process for agencies, boards and commissions coordinated by the Government of Alberta. There are a few methods for provincial appointments to municipal governance bodies. The Minister may choose to appoint members either directly or through an open competition or a combination of these two methods.

Provincial appointments will proceed in a manner that ensures the best representation on the governance bodies.

The Government of Alberta recognizes the critical importance of local oversight and input to policing. It is important to ensure community and municipality-specific concerns and trends are not overlooked, particularly for areas that have diverse and geographically dispersed populations and demographics.

The new model, consisting of a mixture of municipal and provincial appointments, ensures sufficient representation from both local and provincial government while allowing the municipalities to hold the majority of representation. This brings Alberta into alignment with other jurisdictions in Canada that facilitate provincial appointments to governance bodies.

Will the provincial appointments be limited to residents of the municipality for which the policing committee is set up?

Currently, municipal and provincial appointments are not restricted to residents of the municipality establishing the municipal policing committee.

Is it counter-intuitive to have the creation of municipal policing committees to enhance community input and involvement, while allowing for the GOA ministerial appointment of committee members?

Provincial appointees are subject to the individual bylaws of the police governance body to which they are appointed. The Minister of Public Safety and Emergency Services is responsible for ensuring that adequate and effective police services are provided across the province, and the decision to mandate provincial appointees on police governance bodies is a logical extension of the minister's mandate.

It is common practice to have provincial appointees on police boards and commissions across Canada, including B.C., Ontario, Manitoba, New Brunswick and Nova Scotia.

Our municipality has a policing committee that consists of nine members, do we need to reduce that number down to seven to align with this new regulation?

The Police Governance (Ministerial) Regulation states that a municipal policing committee shall consist of not fewer than three members and not more than seven members appointed by the municipality's council. To align with the regulation, the municipality would have to reduce the size of the municipal policing committee to seven. The minister may also make appointments to the committee.

The regulation states that if a municipal policing committee consists of:

- (a) three members, the Minister may appoint one member to the committee,
- (b) four to six members, the Minister may appoint up to two members to the committee, or,
- (c) seven members, the Minister may appoint one member for each group of three members appointed to the committee, including any remaining group that is fewer than three members.

Why are chief elected officials not allowed to chair the committee?

This provision has been in the *Police Act* since the inception of governance bodies in the legislation. Further, the legislation also states that elected officials, mayors, and vice mayors cannot be elected as a vice chair, demonstrating the committee or commission is operating outside the normal course of political influence.

Is it a correct reading of the regulations to state that a committee could, potentially, consist of only council members?

While the legislation in its current form does not explicitly require community representation on all committees – and this may allow for some committees to be composed solely of council members - the intended purpose of these requirements to ensure community representation on every committee.

The Ministry is currently reviewing this aspect of the regulation to ensure consistency across police governance bodies and to support strong community and civilian involvement in policing oversight.

For municipal policing committees, the municipality typically conducts a recruitment process to engage interested community members. Regional policing committees may also follow a similar approach or may choose to appoint a council member as their representative, based on what they determine best represents their interests at the regional level.

Public access was indicated during municipal police committee meetings - is creating public access a requirement?

Public access is a feature of police governance that creates transparency and builds the public trust. There is latitude for a municipality to decide what an appropriate level of public involvement should be. By being present and observing / participating members of the community can better understand the purpose and scope of the municipal policing committee, thereby increasing engagement, public interest and input. Typically, the structure of meetings of police governance bodies involves a public portion and a private or “in-camera” portion of meetings. In-camera portions of meetings typically are set aside for official matters having to do with personnel or detachment issues that may be sensitive or confidential in nature.

Are committee members compensated for attending meetings? Are the provincially appointed members going to be compensated?

Municipal policing committees are formed under municipal bylaw and remain a municipal responsibility, meaning that municipalities are responsible for the costs of establishing, administering, and sustaining membership of municipal and regional policing committees. This also applies to provincially appointed members who are expected to participate at the same level.

Municipalities do have the option of using a portion of their annual Police Support Grant, which allows funds to be used for governance and local police oversight.

Communities with populations between 5,000 and 15,000 may also take the opportunity to share costs related to RCMP governance by becoming part of a regional policing committee.

Can you explain the expectations and standards surrounding the new required community safety plans?

The act creates a requirement for police governance bodies to create, maintain and submit community safety plans to the Ministry of Public Safety and Emergency Services. In the coming months, more information, tools, training and templates will be made available to support committees with this responsibility.

Will there be a standardized template for municipal police committee annual reporting?

Wherever possible and as deemed useful to municipalities and governance bodies, the Ministry will work with municipalities and the Alberta Association of Police Governance to provide templates for those plans that are submitted to the Ministry in order to provide for consistency.

Were municipalities directly consulted in the creation of the committee requirement and what feedback did they give?

Albertans shared their thoughts on policing and their experiences with the police through an online survey from Dec. 3, 2020 to Jan. 4, 2021. In late 2020 and early 2021, government officials met with stakeholders, including police associations, First Nations, community leaders, municipalities, and culturally and ethnically diverse communities.

Following the proclamation of the *Police Amendment Act, 2022* a series of amendments were set to come into force over the next three years. The ministry engaged with municipalities, municipal associations and the RCMP about RCMP governance bodies, their composition, roles, and functions during January and February of 2024. The feedback helped to inform the Police Governance Regulation and the Police Governance (Ministerial) Regulation that were enabled by the *Police Amendment Act 2022*.

Information Session 2: Regional Policing Committees

What is the composition of a regional policing committee?

Regional policing committees will consist of at least one member appointed by each municipality (with an MPSA) for a period of two to three years. They can also include additional members appointed by municipalities with the agreement of all the municipalities in the region where the municipality is located.

The four regions are: Central Alberta; Southern Alberta; Eastern Alberta and Western Alberta and utilize the regional boundaries of the Alberta RCMP in Alberta.

If we currently have a policing committee, do we have to still get ministerial approval to maintain this?

If a municipality between 5,000 and 15,000 population, with a Municipal Police Service Agreement (MPSA), currently has a policing committee and wishes to continue with that committee, they may elect to opt out of the regional policing committee.

To opt out of the regional policing committee, a municipality must seek ministerial approval by writing to the Minister to request permission to continue operating their municipal policing committee and confirming the municipal policing committee bylaw will align with the Police Governance Regulation and the Police Governance (Ministerial) Regulation.

Is there a notification or application process opt out of the regional committee. Are there certain requirements or criteria that a municipality has to meet in order to be considered?

To initiate the process of obtaining ministerial approval, a municipality should make a motion in council to opt out of the regional committee and write to the Minister requesting approval to establish their own municipal policing committee.

There is no requirement or criteria; a municipality must simply identify its intentions and the benefits to the community and confirm that the municipal policing committee bylaw will align with regulations.

In terms of regional committees, will the province designate the regions or are they leaving it up to the municipalities to decide on the size of the committee or region?

As identified above, the regions are aligned with the current RCMP Districts (east, west, central and south). We recommend that municipalities within a region connect with each another, so they are actively and collectively aware of which communities intend to opt out and which ones want to remain in the regional committee.

Can MPSA municipalities and Provincial Police Service Agreement (PPSA) municipalities form a regional committee?

Communities policed by the PPS do not have a requirement to form a police governance body. All PPSA communities fall under the purview of the Provincial Police Advisory Board.

Informal police advisory committees or regional police advisory committees continue to exist and collaboration amongst neighboring communities is recognized as being valuable. Although these advisory groups are not recognized in legislation an MPSA community along with neighboring PPSA communities may collaborate to form an informal police advisory committee. There is more information on this topic in section 3.

What is the reasoning for requiring an enhanced security clearance as opposed to reliability status?

A modern, robust security clearance framework will help ensure the integrity of appointees, as well as information, infrastructure and reputation of the committees.

All appointees should be properly vetted to ensure public trust in government institutions and processes, which in turn would improve public safety. Security incidents within Canada's public service community, including law enforcement, have demonstrated the importance of strong vetting practices reflected in the enhanced security clearance process.

Have there been discussions on the anticipated impacts on detachment commanders to be able to support the number of committees they may have to support?

The Ministry of Public Safety and Emergency Services engages in regular meetings with Alberta RCMP K Division and remains in close contact with the division during the implementation of these governance bodies. There will be impacts, as there are with most shifts in policy at a provincial level, but the RCMP have pledged to work collaboratively with all partners to ensure the transition to this new governance framework is successful. RCMP detachments have always worked together with municipalities; the shift to this governance model is just a more formalized way of doing this. The ministry welcomes feedback from the RCMP and municipalities with respect to the new governance structures.

The same detachments will be required to align with municipal, regional, and the provincial police oversight bodies. How will conflicting priorities among these groups be handled and who ultimately directs the detachment priorities?

Alberta RCMP leadership and the RCMP Districts will determine the best way to address their participation in municipal and regional policing committees. Any issues encountered will be managed through regular meetings between the ministry and Alberta RCMP K Division.

Information Session 3: Provincial Police Advisory Board (PPAB)

Do we have to pass a bylaw if we fall under the PPAB?

PPSA communities who fall under the purview of the Provincial Police Advisory Board are not required to form a governance body and are not required to establish any formal bylaws at the community/municipal level. Small and rural communities with populations under 5,000 including municipal districts and counties who are policed by the RCMP will be represented by the Provincial Police Advisory Board (PPAB). The PPAB is established by the Government of Alberta.

How will representatives be selected within the four divisions?

The Minister will appoint 15 representatives following the existing appointment process to agencies, boards and commissions coordinated by the Government of Alberta. The Minister can appoint in three ways: via a direct appointment, an open competition or a combination of these methods. The act and regulations are prescriptive about the composition of the PPAB, so these requirements must be met. For the First Nations and Metis Settlements' representations, these nominations will come from the communities themselves.

As provided for in the *Police Act* and Police Governance Regulations, the PPAB will include:

- First Nations representation: The *Police Act* prescribes at least one member from a First Nation, nominated by the First Nation, and the regulation includes two additional First Nations representatives. The regulations make allowance for additional First Nations members.
- At least one member from a Metis Settlement or community, nominated by the Metis Settlement or community.
- Two Rural Municipalities of Alberta representatives.
- Two Alberta Municipalities representatives.
- Four representatives, one from each RCMP district, who are members of the community (not RCMP members).
- Three other representatives with consideration given to geographic representation, expertise and other desirable attributes that will contribute to the PPAB's ability to serve the 280+ small and rural communities it represents.

Why just three Indigenous representatives when there are four RCMP divisions?

The three Indigenous representatives are not bound by geographic districts. These representatives would serve in the broader interest of the board and may be nominated by their Nation to act in respect of the interests of all indigenous communities.

The First Nations communities policed by the RCMP are not considered municipalities and are not among the PPSA communities that fall under the *Police Act*. Instead, these communities are part of a framework agreement with the Government of Canada. Existing Community Consultative Groups apply in some of the RCMP-policed First Nations communities.

For municipal representation, does the legislation specify that PPAB membership be elected officials, or can they be community members at large?

The PPAB will be a blend of elected officials and residents from communities across Alberta.

How can PPSA communities ensure their local priorities and concerns are heard?

Communities should establish strong communication networks and channels with the PPAB to ensure their interests are represented to the ministry and Alberta RCMP. In addition, communities should expect that the PPAB will, in turn, represent information to them from the Ministry and Alberta RCMP.

The PPAB will help advance the interests of small and rural RCMP-policed communities by:

- Advising and supporting collaboration between the RCMP, communities and community agencies on integrated community safety planning.
- Representing the interests of communities served by the RCMP under a provincial police service agreement.
- Reporting annually on progress related to provincial police service priorities, provincial police service resourcing, and related initiatives.
- Working with the RCMP and the Ministry of Public Safety and Emergency Services to communicate with municipalities about provincial priorities, resourcing, and community specific challenges.

What is the mandate of the Provincial Police Advisory Board?

As per the roles and functions mentioned above, the PPAB will help foster effective communication and collaboration between the RCMP and the Ministry of Public Safety and Emergency Services with communities on matters of public safety or issues affecting their Alberta's small and rural communities.

What if the policing priorities identified by these existing regional advisory committees clash with those identified by the new PPAB?

The PPAB will represent the collective interests of small and rural communities across Alberta. Given the diverse needs of different regions, some variation in priorities is natural. The board will work to foster collaboration and ensure local concerns are heard, bringing key issues to the attention of the Government of Alberta and the RCMP.

How many meetings does the detachment commander have to go to?

Detachment commanders do not attend meetings of the PPAB. The PPAB will establish a regular meeting cycle with senior leadership at Alberta RCMP, including the commanding officer and representatives from the Ministry of Public Safety and Emergency Services. The PPAB may convene meetings on its own for its membership in deliverance of its mandate. Police members are not appointed to the PPAB.

If we have an enhanced agreement for a Community Peace Officer - does that have any impact?

The PPAB operates at a provincial level. Community Peace Officer programs are managed locally by municipalities and do not fall under the purview of the PPAB.

How is the PPAB envisioned to work with communities that have RCMP detachments that are under an MPSA for the urban portion and a portion of PPSA for the smaller rural component?

Currently, the structure for RCMP governance bodies in legislation is based upon the type of agreement via which a municipality receives policing services. PPSA communities are not required to have police governance bodies. MPSA communities do have governance obligations in administering their agreement and a responsibility to the communities they serve.

PPSA communities may form informal police advisory groups with neighbouring PPSA communities to develop a regional police advisory approach to priority setting and community safety planning. Detachments do participate in local advisory committees with the communities represented. This local advisory approach is outside the scope of legislation but has seen success over the years in Alberta communities.

Do we have to stop having our own meetings with the RCMP (where they report to council on stats, and allow council to ask questions)? What is the status of local police advisory committees?

It is recommended that municipalities' with locally established advisory groups (advisory committees) for informal regional collaborations continue current practices, as these advisory groups add value and facilitate communication within and across communities.

Many of these local and regional advisory groups have been successfully operating in the province for years. For example, Red Deer County operates a Regional Police Advisory Committee for PPSA neighbouring communities, often including other municipal representation. This configuration has proven effective in this jurisdiction as it offers excellent information sharing and engagement opportunities with the local communities and the police. It is recommended that these informal configurations continue.

Given the intent of the legislation is to promote community engagement with the RCMP, could you explain the rationale that municipalities under a PPSA cannot join a joint municipal police committee with a municipality under a MPSA.

While geographically adjacent communities served by the same RCMP detachment may benefit from collaboration, formal governance structures differ based on the type of policing agreement. The legislation does not intend to disrupt effective informal arrangements between communities. If your municipality has established informal collaboration mechanisms that are working well, we recommend maintaining these practices to continue meeting your communities' needs. The formal distinction between governance bodies exists primarily for administrative purposes but should not prevent practical cooperation that serves citizens effectively.

Municipalities under an MPSA have statutory authority over policing, including setting priorities and monitoring performance, while PPSA municipalities provide input through advisory groups without formal oversight powers. This distinction requires separate governance structures but does not prevent informal collaboration. Municipalities are encouraged to maintain any existing cooperative arrangements that effectively support local policing needs.

Can an MPSA municipality fall under the PPAB or does it have to be represented under a regional committee?

Communities with populations over 5,000 that have MPSAs must join a regional committee or have their own municipal policing committee. The PPAB is limited to only serving the needs of those policed by the PPS in an advisory capacity.

Will those interested in participating in the PPAB apply through the GOA's agencies, boards and commissions process? Will opportunities be posted publicly?

Any municipality with an interest in serving as a member on the PPAB should express their interest in writing to the Minister or through their preferred association – Rural Municipalities of Alberta or Alberta Municipalities.

Can municipalities recommend members to the PPAB for ministerial approval?

Municipalities may recommend or nominate an individual to be considered for appointment to the PPAB by writing to the Ministry to advocate on behalf of a person. Communities may also make representation through Rural Municipalities of Alberta and Alberta Municipalities on behalf of someone they feel is an excellent candidate.

Will there be a change in the legislation to recognize the configuration of MPSA and PPSA?

As with any policy change, the ministry will work with municipalities over time to assess what is working well and where adjustments may be needed. Feedback on the new RCMP governance bodies is welcome and can be shared directly with the Minister, through the PPAB, or via albertapolicegovernance@gov.ab.ca.

Were the Alberta Summer Villages Association (ASVA) engaged to provide input into the process?

An invite to the stakeholder sessions would likely have been provided by the Rural Municipalities of Alberta. They should liaise with the RMA in connection with both this matter and future engagements.

Who is responsible for costs associated with the PPAB?

All the costs related to the Provincial Police Advisory Board are borne by the province. There will be no cost to municipalities in terms of the establishment or ongoing operations of this advisory board.

Who can municipalities contact with questions about the new civilian governance bodies?

Municipalities can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca with questions and/or support in setting up these new governance bodies.

More information on RCMP civilian governance bodies can be found in the [Police Act](#), [Police Amendment Act](#) and in the [Police Governance Regulation](#) and [Police Governance \(Ministerial\) Regulation](#), found at Alberta King's Printer.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR118376

March 12, 2025

Dear Chief Elected Officials:

As you are aware, changes to the *Local Authorities Election Act (LAEA)* in *Bill 20, the Municipal Affairs Statutes Amendments Act, 2024*, came into force on October 31, 2024. One of these changes prohibits the use of tabulators, voting machines, vote recorders, and automated voting systems in local elections.

This change inadvertently created a lack of clarity regarding whether Elector Assistance Terminals (EATs) would be permitted in upcoming local elections. As you may know, an EAT is an assistive voting machine that enables electors with visual or physical disabilities to vote independently and privately. EATs are not connected to the Internet or another network and create a paper ballot that records the vote cast by the elector. EATs were offered in some local jurisdictions in the 2021 general elections and to electors in the 2023 provincial general election.

Our government is planning to bring forward *LAEA* amendments in spring 2025 to clarify that local authorities may, by bylaw, offer EATs to electors. In order to offer EATs in the 2025 general local elections, a local authority will be required to pass a bylaw by June 30, 2025.

If you have any questions regarding this upcoming change, please reach out to Municipal Affairs staff by telephone at 780-427-2225 (toll-free in Alberta by first dialing 310-0000) or via email at ma.advisory@gov.ab.ca.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver".

Ric McIver
Minister



COUNTY OF WARNER NO. 5

OFFICE OF THE ADMINISTRATOR

Box 90

300 County Road
WARNER, AB T0K 2L0

RECEIVED

MAR 28 2025

Ph: 403-642-3635
Toll Free: 1-888-642-2241
Fax: 403-642-3631
Web: www.warnercounty.ca

March 24, 2025

Town of Milk River
Attention: Kelly Lloyd
PO Box 270
Milk River, AB T0K 1M0

Re: Donation to Emergency Services Appreciation Evening

On behalf of the County of Warner and the Emergency Services Volunteers, I would like to thank you for the donation you provided as a prize at the annual Emergency Services Appreciation Night. Your continued support of this event means a great deal to us.

The volunteers were treated to a wonderful dinner, after which long-term service awards were presented to those who have achieved 10 or more years of service. With your generosity, we were able to present a donated prize to every volunteer. Thank you again for taking the time to make a donation.

Yours truly,

Mackenzie Hollingsworth
Tax Clerk

Milk River Watershed Council Canada

20th Annual General Meeting

May 29, 2025
County of Warner ASB Meeting Room



Please save the date!



CALL FOR NOMINATIONS!

The following Board of Directors' seats are open for nominations:

- Recreation
- Member at Large (2 Seats)
- Towns/Villages
- Federal Government
- Provincial Government (Alberta Environment and Protected Areas)
- First Nations
- Academia (Currently vacant)

Contact information:

403-647-3808
mary@mrwcc.ca
www.mrwcc.ca



Provincial Priorities Act

Municipal Sector

Fact Sheet

Background

The *Provincial Priorities Act* (PPA) and *Provincial Priorities Regulation* (PPR) come into force on April 1, 2025. As the lead for the municipal sector, Municipal Affairs (MA) will oversee the intake of all agreements between municipalities or municipal entities and federal entities.

The PPR defines municipal entities as:

- Library boards
- Municipally Controlled Corporations
- Municipal Growth Management Boards
- Regional Services Commissions
- Entities created by a municipal bylaw, except a business improvement area within the meaning of the *Municipal Government Act* and the business improvement area's board
- Entities that are a party to an agreement in which the entity has agreed to operate and administer real property assets of the Alberta Social Housing Corporation

Federal entities include the Government of Canada departments, federal Crown corporations, and federal agencies.

Submission Requirements

Municipalities and municipal entities must submit information on all new agreements with federal entities, including any new agreement amendments, extensions, and renewals. These details must be provided along with a copy of the agreement to MA, regardless of the agreement's monetary value.

- Agreements valued under \$100,000 must be submitted to MA but do not need approval.
- Agreements valued between \$100,000 and \$5 million require ministerial approval. The Minister responsible for approving the agreement (lead ministry) will depend on the nature of the agreement between the federal entity and the municipality or municipal entity. For example, agreements related to public transit will fall under the responsibility of the Minister of Transportation and Economic Corridors, and agreements related to housing will fall under the responsibility of the Minister of Seniors, Community and Social Services.
- Agreements valued above \$5 million require Cabinet approval.

There are additional exceptions where provincial approval will not be required. These exceptions include, for example, minor administrative amendments, agreements for the purpose of responding to a disaster, and agreements between federal entities and municipally controlled corporations. While approval of agreements designated as exceptions is not required, these agreements must be submitted to MA as soon as possible after their execution for the exception to apply.

Existing agreements made between a municipality or a municipal entity that were signed prior to April 1, 2025, are not subject to the PPA, unless they are being amended, extended or renewed.

Intake Process

Agreements and intake forms should be submitted to MA to ma.provincialprioritiesact@gov.ab.ca when the signatories to the agreement are ready to sign the agreement or are in the final stages of negotiations.

- The intake form will collect high-level agreement information to assist in efficient processing of approval requests.
- Municipalities and municipal entities are encouraged to indicate on the intake form whether the execution of the agreement is time sensitive and the potential consequences of agreement delay.

The intake form will be available on the Federal Agreements and the Municipal Sector website and will also be provided by email to all municipalities prior to April 1, 2025.

While not part of the formal intake process, situations may arise where municipalities or municipal entities would like to understand whether the province is likely to have concerns with an agreement prior to applying to a federal program and/or negotiating a final agreement. In such cases, they may contact MA for additional information on how federal program requirements may conflict with the requirements of the *PPA*, or they may submit a draft copy of the agreement for a preliminary assessment. MA will coordinate these requests with the lead ministry, which will review the information and identify any potential concerns.

Review Process

Upon receipt of the agreement, MA will forward the agreement to the appropriate lead ministry for approval.

The lead ministry, or Cabinet when required, will review the agreement, and the municipality or municipal entity will be notified of the decision to approve or reject the agreement or approve the agreement subject to specific conditions.

If an agreement is approved subject to specific conditions, the municipality or municipal entity will be given the opportunity to work with the federal entity to incorporate these conditions.

The Government of Alberta is committed to efficiently screening all agreements to minimize delays and ensure timely funding for Alberta's municipalities and municipal entities.

Contact Information

Additional information regarding the *PPA* and PPR can be found on the Federal Agreements and the Municipal Sector website, and additional questions can be directed to Municipal Affairs.

Hours: 8:15 a.m. to 4:30 p.m. (open Monday to Friday, closed statutory holidays)

Phone: 780-422-7125

Toll free: 310-0000 before the phone number (in Alberta)

Email: ma.provincialprioritiesact@gov.ab.ca

Website: <https://www.alberta.ca/federal-agreements-and-the-municipal-sector>



April 8, 2025

I am pleased to share that today, our government tabled Bill 50, the *Municipal Affairs Statutes Amendment Act, 2025*. Bill 50 makes amendments to the *Municipal Government Act (MGA)*, *Local Authorities Election Act (LAEA)*, *New Home Buyer Protection Act (NHBP)*, and the *Safety Codes Act (SCA)* to modernize municipal processes.

The proposed amendments will strengthen local governance and reduce conflict by repealing code of conduct provisions and granting Ministerial authority to establish procedures of council. The amendments also clarify the accountability of chief administrative officers and strengthen oversight authorities of appointed Official Administrators.

Also included are amendments regarding Intermunicipal Collaboration Frameworks (ICFs) which would clarify the required content of ICFs and strengthen the dispute resolution process to ensure ICFs are adopted and implemented effectively.

Changes are also proposed to the *LAEA* to clarify administrative requirements in advance of the October 2025 municipal and school board elections. In addition, we are allowing for the use of elector assistance terminals which enable voters who live with visual or physical impairments to vote independently and privately. We are also proposing amendments to residency requirements so that residents displaced by last year's wildfire in Jasper can vote and run for office, provided they intend to return to the community.

Finally, proposed changes to the *NHBP* and the *SCA* address stakeholder concerns with the current new home buyer protection program, the quality of new homes, affordability, and red tape.

I invite you to read Bill 50. A copy of the Bill can be found here: <https://www.assembly.ab.ca/assembly-business/bills/bills-by-legislature>. Additional information about the proposed amendments is also available here: www.alberta.ca/modernizing-municipal-processes.

.../2



I will be hosting a town hall for stakeholders to share additional information and answer questions about the proposed amendments. The town hall will take place virtually on April 16, 2025, at 6:00 PM. Please send the names and email addresses of your representative(s) who will attend to ma.engagement@gov.ab.ca. Individuals identified by your organization will receive a link ahead of the town hall.

Sincerely,

A handwritten signature in dark ink, reading 'Ric McIver'. The signature is written in a cursive, flowing style.

Ric McIver
Minister

Amendments: Alberta *Emergency Management Act* and Regulations

Highlights

Amendments to the *Emergency Management Act* (EMA) and its supporting regulations will reinforce the province's commitment to protecting individual rights, improving transparency and strengthening accountability. These amendments ensure Albertans are informed and supported during response and recovery from emergencies and disasters.

Key changes include:

- An amended definition of an emergency under the EMA
- A new preamble for the EMA
- A new ministerial duty to consult before exercising extraordinary powers during a state of emergency
- New communication requirements during emergencies
- Enabling mitigation funding through a community's recovery

Improving Transparency and Accountability

Protecting Personal Rights and Freedoms

Emergency Definition

New criteria of "sudden" and "temporary" have been added to the definition of emergency.

This increases the threshold required to make an emergency declaration, both provincially and by local authorities, enabling access to the extraordinary powers provided under the Act. This prevents their misuse and ensures that emergency powers are not exercised for non-emergency events or as a tool of convenience.

Reference: [EMA, s. 1\(1\)\(f\)](#)

Preamble

A preamble will recognize that emergencies require swift coordination and regulations to protect people, property and the environment. The preamble ensures that officials are mindful of individual rights when interpreting and applying the Act, reinforcing the importance of balancing the rights and freedoms of Albertans.

Reference: [EMA, Preamble](#)

Minister to consult before exercising emergency powers

Prior to the exercise of emergency powers, assuming control of a state of local emergency, or delegating ministerial powers to another person, the Minister is now required to consult with one of the following

- Premier, or
- Executive Council or
- Cabinet Committee, where one exists.

Exceptions:

- Consultation is not required if it is impracticable to protect the safety, health or welfare of people or to limit damage to property or the environment.

- Consultation requirement does not extend to the Managing Director of the AEMA, or any other person authorized by the Minister to exercise emergency powers, as oversight is already in place as the Minister is required to delegate and empower these individuals during a provincial response.

Reference: EMA, s. 18.1

Public communication during declarations of State of Emergency or State of Local Emergency

The Minister must publish emergency orders

The Minister must publish details of all relevant orders as soon as practicable using any methods likely to inform those most affected. This amendment formalizes existing best practices and ensures transparency of government action. This new requirement applies to orders related to:

- Control or prohibition of travel, or
- Restoration of essential facilities or distribution of essential supplies, or
- Evacuations, or
- Procuring or fixing prices of goods and services.

Reference: EMA, s. 19(7.1)

Local authorities must publish details regarding the exercise of emergency powers

Local authorities must publish details of emergency powers exercised, as soon as practicable. This codifies current operational practices. This requirement applies to exercise of powers related to:

- Control or prohibition of travel, or
- Restoration of essential facilities or distribution of essential supplies, or
- Evacuations, or
- Procuring or fixing prices of goods and services.

Reference: EMA, s. 24(1.001)

Enhanced Planning and Preparedness

Planned regulatory amendments are being considered, where over the course of the next two years local authorities must comply with new emergency plan requirements in support of public safety and disaster risk reduction.

Evacuation Planning

To facilitate safe evacuations and help communities prepare for large-scale evacuations, changes are being considered to require local authority emergency plans to include evacuation plans that identify routes, destinations and communication methods and more.

Reference: Local Authority Emergency Management Regulation (LEMR)

Mitigation Planning

To support long-term reduction of disaster costs and impacts, changes are being considered to require local authority emergency plans to include mitigation strategies informed by their already required hazard and risk assessments.

Reference: LEMR

Enhancing Disaster Recovery

Enabling post-disaster Mitigation

Planned amendments will expand the ability to provide mitigation funding to a broader range of hazards than just flooding and will enable mitigation funding to be disbursed through Alberta's disaster financial assistance programs under the Disaster Recovery Regulation (DRR). This will help communities build resilience during rebuilding and reconstruction and keep Alberta in alignment with federal Disaster Financial Assistance Arrangement Guidelines, which came into effect on April 1, 2025.

Reference: [EMA, s. 6\(c.1\) & \(c.11\); DRR](#)

Establishing directives and defining those eligible for disaster financial assistance.

Changes will allow the Minister to establish or modify directives for financial assistance relating to:

- The assessment of damages or loss from disasters
- Provision of hazard mitigation funding; and
- Costs incurred for emergency operations.

Transitional and retroactivity provisions, along with directives and guidelines, ensure a smooth application of rules before and after April 1, 2025.

Reference: [EMA, s. 7.01, 7.02 & 6\(c.11\)](#)

Modernizing the Disaster Recovery Regulation

Defining disaster assistance appeals

Planned amendments would improve government transparency by clarifying the appeals process available to public and private sector applicants.

Reference: [DRR](#)

Clarifying and streamlining disaster financial assistance programs

Additional planned amendments would clarify the intent of the Government of Alberta's disaster financial assistance programs, ensuring that disaster financial assistance programs are reserved for events for which insurance was not adequate and available. The term "financial assistance" ensures payments made to help offset the financial impacts of a disaster and reduce perceptions or expectations of full reimbursement for disaster-related costs.

Planned changes to the regulation will also remove the distinction between localized and widespread disasters, reflecting current operational practice.

Reference: [DRR](#)

Additional and Consequential Amendments

Retroactivity

To ensure there is no legislative gap between April 1, 2025, when the federal Disaster Financial Assistance Arrangements (DFAA) take effect, and the passing of the EMA amendments, the retroactive provision clarifies the governance of disaster programs.

It specifies which version of the Act and Regulations applies to emergencies before and after April 1, 2025, facilitating Alberta's access to the federal disaster cost reimbursement.

Example:

- Funding for mitigation will be available for eligible events occurring on or after April 1, 2025, in accordance with the provisions of the amended EMA and the DRR, regardless of whether the EMA amendments have passed or the DRR amendments have been enacted.
- Eligible events occurring before April 1, 2025, will be governed in accordance with the former version of the Act, also notwithstanding the EMA amendments have not passed.

Reference: [EMA, s. 6.1](#)

Administrative

Several administrative amendments have also been made to modernize the Act and regulations, changes help ensure those accountabilities are properly referenced and reflective of current Government of Alberta practices and position titles. These changes do not introduce any new operational requirements.

Administrative changes	Reference
Use of “financial or other assistance” instead of “compensation”	EMA s. 6(1) (c), 7(1) (a) DRR
Renaming “Disaster Recovery Program” to “Program for financial or other assistance”	EMA s. 6(1) (c.2) DRR
Improve flow and readability	EMA s. 21(3.1), 21 (3.2), 22 (1), 22(4)
Consequential amendment – section references	EMA s. 22 (5), 24 (1.012)
Updating position title to “Executive Director” of Recovery	DRR
“Alberta Public Safety Agency” updated to “Alberta Emergency Management Agency”	DRR



RMA Update

April 2025

Jason Schneider – District 1 Director



2025 Budget Analysis

RMA President Kara Westerlund's initial reaction to Budget 2025 is as follows:

Alberta is facing fiscal uncertainty today and in the coming years. Now is the time for the Government of Alberta to be bold in building the infrastructure to support growth and self-sufficiency in emerging rural sectors. In unpredictable times, we need stable and Alberta-first investment. A meaningful effort to partner with rural municipalities to reduce the current \$17 billion rural municipal infrastructure deficit would not only lead to short-term growth and job creation, but also to a more resilient and capable provincial infrastructure network that could better support new technologies and investment in emerging rural sectors such as renewable energy, value-added agriculture, and data centres. Budget 2025 is a missed opportunity to grow rural Alberta and increases the pressure that rural municipalities face to meet an ever-expanding list of responsibilities.

RMA is disappointed that funding for the Strategic Transportation Infrastructure Program is unchanged, as the condition of rural municipal roads and bridges continues to decline. While an increase to the Local Government Fiscal Framework is positive, RMA will continue to call for a more focused provincial approach on rural municipal infrastructure with a direct role in driving industrial development. RMA is also concerned with the reduction in municipal water and wastewater funding, which is a core aspect of maintaining quality of life and accommodating growth across Alberta. This, combined with an increase in Education Property Tax rates, will reduce municipal revenues from grants and from property taxes. There is no question that all sectors in the province must respond to global uncertainty, but Budget 2025 has overlooked the role of rural municipalities as drivers of and partners in economic development.

For more information, see [RMA's initial analysis](#).

Assessment Model Review

The RMA continues to participate in the Assessment Model Review (AMR) process, along with several other municipal and industry stakeholders. The current focus is on the Construction Cost Reporting Guide (CCRG), which is being reviewed by a Technical Working Group consisting of experts appointed by each stakeholder involved in the broader review.

The process has also shifted to a parallel discussion on the concept of "value," which has featured disagreements related to what is meant by value for the purposes of the regulated assessment process. From RMA's perspective, this definition is clear; the model has, and should continue to, determine a property's assessed value based on the costs of construction, modified to exclude certain costs that are unusual. RMA's understanding of the AMR's purpose is to update how these construction costs are measured and exclusions are determined. However, other stakeholders are continually pushing for a broader or completely new measure of value that includes metrics such as functional utility and levels of production. Such concepts could be used to determine value but would result in a fundamental shift towards a market value approach in determining how assessed values in the regulated model. This is beyond the agreed-upon scope of the review and would have unpredictable impacts on assessment. RMA has voiced concerns with AMR organizers that these discussions are outside the scope of the review, but we will continue to participate constructively with a position that the current cost-based assessment model best balances equitability, efficiency and transparency.

The next AMR engagement takes place March 12 and 13, with additional sessions scheduled for late March and early April.

Mature Asset Strategy

The Government of Alberta (GOA) is in the process of developing a Mature Asset Strategy (MAS), intended to produce a series of recommendations related to possible regulatory, legislative, and policy changes, as well as other approaches to support the continued extraction of resources from mature oil and gas assets. The engagement process, which took place from August to December of 2024, is now complete. RMA and other participating stakeholders received a confidential draft recommendations report in late January. RMA reviewed the report and provided feedback, mainly related to a lack of data or evidence supporting certain findings and recommendations.

While RMA supports the concept of a provincial strategy to support the long-term viability of Alberta's oil and gas sector, RMA has repeatedly expressed concerns with the process taken by MAS organizers as well as assumptions made as to the extent to which municipal assessment and taxation and surface leases impact industry profitability. RMA has participated constructively in the MAS process by aggressively and repeatedly providing the rural municipal lens on the various policy options proposed by organizers. RMA is cautiously optimistic that this advocacy during the engagement process will result in recommendations that do not unfairly target municipalities.

RMA expects the final report to be released in the coming weeks, at which point members will receive more information and analysis.

Unpaid Oil and Gas Property Tax Survey

RMA has once again completed their Unpaid Oil and Gas Taxes survey for the year ending 2024 and the numbers have once again increased to \$253.9 million dollars that have not been collected from 201 companies. Some of those numbers include companies that have gone into bankruptcy during the 2024 year, but of that number, close to 40% of that number comes from companies that continue to operate. These numbers do not include landowners and service companies who also continue to be owed money by delinquent companies.

At the RMA Spring Convention, Premier Smith announced a joint task force between the RMA, Municipal Affairs, and Energy to form a task force to solve this ongoing issue. RMA is happy for the formation of this working group and will continue to work towards permanent solutions. As work progresses, RMA will keep members updated.

[You can read the entire report here.](#)

Charitable Gaming is a Losing Bet for Rural Alberta

The charitable gaming model is unfair and inequitable for rural Albertans. Rural organizations are left traveling further, waiting longer, and earning lower revenues from events than those in Edmonton and Calgary. RMA is tired of watching rural charitable organizations not have the success that they deserve simply because of where they are located in the province.

RMA is laying our cards on the table to push for a model that provides equal support for equal work to all eligible organizations. RMA has launched a new campaign to educate members on the inequities of the charitable gaming model for rural Albertans. RMA's "[Losing Bet](#)" campaign is providing an overview of key themes regarding

charitable gaming in the province and will equip members and rural charitable organizations with tools and information to participate in their own advocacy on this issue.

To learn more about the inequities of the charitable gaming model, please visit [RMA's Charitable Gaming Resources webpage](#).

Wildfire Working Group – Final Report

In response to resolution [7-23F](#), RMA brought together stakeholders to form the Wildfire Working Group (WWG). The WWG met to create 31 recommendations to improve the management of wildfires outside the forest protection area. The [final report](#) is now available! RMA will engage with the Government of Alberta and other agencies to seek action on the report's recommendations.

Municipal Agricultural Disaster Declaration Guide

Moving into spring, RMA would like to remind members of the [Guide for Declaring Municipal Agricultural Disasters in Alberta](#). The guide provides municipalities with information on what a municipal agricultural disaster declaration is and factors to consider when making a declaration. If your municipality makes a declaration, please forward a copy of the declaration to warren@rmalberta.com to allow RMA to track the number and location of declarations.

EMS Standing Committee (EMSSC)

Work continues with the EMS Standing Committee (EMSSC) that was formed by the Province in the fall of 2024. The main committee continues to work through the recommendations that were made by the EMS Provincial Advisory Committee (EPAC) that was completed at the end of 2022. The EPAC Committee provided over 50 recommendations for changes to the EMS system and the new EMSSC committee is working through the recommendations to determine the amount of change that has occurred and the level of impact those changes have had. The committee continues to meet monthly and has also struck sub committees to help work through the amount of data that has been provided. A subcommittee has been formed for Air Ambulance, Ground Ambulance, Workforce, Dispatch, and Medical First Response (MFR).

2025 Alberta Education Property Tax Requisition Increases

The Provincial Government has sent out the 2025 Education Requisition numbers. Many municipalities will see a 10%+ increase which will have a noticeable impact on tax bills. These requisitions are outside of municipal control but are collected by municipalities. As municipalities calculate the impact on their residents, I'm sure there will be more discussion about this topic.

Resolution Highlight – 4-22S: Continued Support for the Royal Canadian Mounted Police in Alberta and 12-24F: Accountability in the Establishment of an Independent Agency Police Service in Alberta

Rural municipalities across the province are policed by the RCMP. [Resolution 4-22S](#) and [Resolution 12-24F](#) outline how and why rural municipalities want the RCMP's contract policing role to continue and that any independent police service should be fully accountable to the public and local governments. Given rural municipalities' reliance on the RCMP for policing, the Government of Alberta's discussions around an independent provincial police service raise concerns. Through resolutions 4-22S and 12-24F, RMA is advocating for transparency and accountability in policing decisions to ensure rural Albertan's needs are prioritized.

RMA sits on the Alberta Interim Police Advisory Board (AIPAB), ending early in 2025, as the province transitions to a Provincial Police Advisory Board (PPAB) in March 2025. RMA continues to advocate for increased local representation. Although the Government of Alberta appears to have taken a step back from actively pursuing the Alberta Provincial Police Service (APPS), they have made numerous other policing announcements that change policing in the province. In March 2024, the Government of Alberta introduced Bill 11, the *Public Safety Statutes Amendment Act*. Bill 11 enables the creation of a new independent agency police service that would operate alongside local police. The bill also changes the scope of Alberta Sheriffs and Peace Officers. In February 2025, Minister Ellis, the Minister of Public Safety and Emergency Services requested Community Peace Officers work collaboratively with local police leadership along with having Peace Officers (Sheriffs) involved in policing the Alberta, Canada – United States border. RMA continues to monitor this news closely.

On a related note, the Police Funding Model (PFM), which determines municipal financial contributions to policing under the Provincial Police Service Agreement, has been extended to spring 2026. RMA is preparing for PFM engagement with the Ministry of Public Safety and Emergency Services in Spring 2025. You can expect more PFM resources to roll out in the upcoming months.

RMA Communications

Communicating with members is an essential role of the RMA, both to share information and to obtain member input. To ensure that you receive the most up to date information, please [subscribe to the Contact newsletter](#). Contact is distributed weekly and includes important member bulletins, announcements, and links to news articles that may be of interest to Alberta's municipalities. [Trader](#) is the monthly Canoe newsletter sharing news about procurement services available to members and updates from approved suppliers.

We are also active on social media! Follow us on Twitter [@RuralMA](#), [LinkedIn](#), and [Facebook](#).

March 5, 2025

File: 30H-13
Sent via Email

All Member Municipalities of the
Oldman River Regional Service Commission

Dear Councils and Chief Administration Officers:

RE: ORRSC Development Processing and Project Viability for the Development Support and Processing Position

Background

Historically, Planning Staff of the Oldman River Regional Services Commission have assisted in fulfilling the role of Development Officer, or other related and similar duties, as a way to support our Members when they needed help.

In recent years, ORRSC has experienced an increase in the number of Members inquiring about our availability and ability to provide development support services and assistance. These inquiries have stemmed from a variety of circumstances, such as municipalities whose Chief Administrative Officer dually fulfills the role of CAO and Development Officer and those who are seeking permanent or temporary coverage for a Development Officer due to staff changes. Unfortunately, in our attempt to assist our Members, we have reached a point where the day-to-day tasks associated with development processing have begun to overwhelm Planning Staff and have had a negative impact on our ability to complete projects and provide our Members with their regular planning services.

In the summer of 2024, we circulated an Expression of Interest to our Members inquiring who may be interested in a development support and processing service. In response, those who were interested were asked to complete a survey to provide us with additional information such as annual permit numbers and interested level of support. We received 20 responses from Members and 18 completed surveys. Over the last several months we have reviewed the data and a variety of funding formulas to develop a proposal for this service. The proposed service was discussed with the Executive Committee, who confirmed their support for the position so long as it was fully funded by Members participating in the service, as it would not be funded through the Operating Budget.

Proposal

Based on our market research we estimated that it would cost the Commission approximately \$97,821.00 to hire a qualified Development Officer, including salary and benefits, and an additional \$2,500.00 for starting equipment such as a laptop, printer, scanner, and cellphone.

In December 2024, the proposal was distributed to those who responded to the initial Expression of Interest and highlighted the anticipated level of service, costs, and the roles, duties and responsibilities for the proposed Development Processing and Support Position.

Due to the diverse needs and sizes of our interested Members, we determined that a Tiered-Cost System would be the best approach to ensure that all participating Members workloads were captured equitably and fairly and that we had secure funding for the position. We used the data provided to us through the survey and determined the median value given by each Member for permits and compliance letters, and developed a 6 Tier System:

Tier	Total Number of Permits/Compliance Letters	Annual Cost	Monthly Cost
TIER 1	0 – 10	\$3,600.00	\$300.00
TIER 2	11 – 20	\$7,200.00	\$600.00
TIER 3	21-30	\$10,800.00	\$900.00
TIER 4	31-40	\$14,400.00	\$1,200.00
TIER 5	41-50	\$21,600.00	\$1,800.00
TIER 6	51+	Please contact our office to discuss this service further if your Municipality requires more than 50 Permits and/or Letters of Compliance per year.	

With the proposal, Members were requested to provide any feedback or comments and reconfirm their level of interest in the service given the proposed services and costs by Thursday, January 30, 2025.

Post Proposal Follow-Up

Following the January 30th deadline, we reviewed the feedback and number of interested parties in the service. Our initial intent was to provide a revised proposal to those Members who reconfirmed their interest. Most feedback received from Members who express that they were no longer interested in the service was related to the associated costs and funding formula. Some feedback received focused on developing a per-use cost approach, proposing a lower monthly fee with a per-service associated cost. While we considered this funding model at the time of drafting the proposal, due to its volatile nature we were unable to guarantee the necessary funding required for the service and the associated position.

Unfortunately, due to the limited number of Members who reconfirmed their interest, we are unable to secure the funding required in order move forward with this service without the cost being further increased and downloaded on those interested Members to a point that majority would find it unfeasible.

Over the coming weeks we will be working to develop a training plan in order to return all development processing related work back to their respective municipalities as we are no longer able to provide this service for our Members. Those Members who are affected by this change will be contacted by your respective Planner to schedule training.

We understand that this change will be challenging for some of our Members and want to assure you that a great deal of consideration has gone into this decision. We are dedicated to continuing to provide exception assistance to our Members.



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrsc.com
Website: www.orrsc.com

Should you have any questions regarding these changes please do not hesitate to call me at 403-329-1344 or email admin@orrsc.com.

Sincerely,

Lenze Kuiper
Chief Administrative Officer

Cc: ORRSC Board of Directors

Request for Decision

Milk River Minor Ball Sponsorship Request

April 14, 2025



RECOMMENDATION

That Council approve the sponsorship of \$500.00 towards Milk River Minor Ball for the 2025 season.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

The Town of Milk River has been a gold member sponsor for many years. As per the attached letter, and as a proposed annual contributor, the rate for 2025 would be \$500.00. The Town of Milk River's logo would be hung on three outdoor banners from April to August/September.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

\$500.00

ATTACHMENTS

1. Sponsorship Request Letter

Milk River Minor Baseball Association

Box 392

Milk River, AB T0K 1M0

March 11, 2025

To Our Valued Supporters,

Milk River Minor Baseball is once again looking for Business Sponsorship. This project will advertise your company to raise money for our program. Our goal is to keep facilities and equipment up to date while minimizing cost to the players.

We are offering to advertise your company through a sponsorship program. Outdoor banners that are 2.5 feet by 8 feet will be hung on the outfield fences of our diamonds from April through August/September. Gold sponsors will have 1 banner on each of our 3 diamonds for \$500. Silver sponsors will have 1 banner on 2 of our diamonds for \$400. Bronze sponsors will have 1 banner on 1 of our diamonds for \$300. Annual continued sponsorship will cost Gold members \$400, Silver members \$300 and Bronze members \$200. Businesses that choose to leave the program for a season or longer will have to start the program over at the base cost. Milk River Minor Baseball committee members will hang and care for these banners during the season and will store them indoors throughout the winter months. Ordering of the banners and costs of care for them will be covered by Milk River Minor Baseball. We will need your company's logo and advertising preference by the end of March.

Players continually require new uniforms and equipment and facilities need maintenance and upgrades. Please consider supporting our program to help our kids. For more information call/text 403-330-3754 or email marina.m.balog@gmail.com.

Thank you in advance for your support. Your sponsorship is greatly appreciated!

Sincerely,

Marina Balog
MRMB Advertising Manager

GOLD SPONSORSHIP

\$500.00

Three Banners

(One Banner hung on
Each of our Three Diamonds)Annual Renewal: **Gold: \$500****SILVER SPONSORSHIP**

\$400.00

Two Banners

(One Banner hung on
two of our Diamonds)

Annual Renewal Silver: \$300

BRONZE SPONSORSHIP

\$300.00

One Banner

(One Banner hung on
one of our Diamonds)

Annual Renewal Bronze: \$200

Company Name: _____

New Sponsor: _____ Annual Renewal: _____

Gold _____ **Silver** _____ **Bronze** _____

Email: _____

MILK RIVER MINOR BASEBALL ASSOCIATION

BOX 392, MILK RIVER, AB, T0K 1M0

Request for Decision

Make a Wish Canada Hospital Activity Book

April 14, 2025



RECOMMENDATION

That Council approve a business card size advertisement in the amount of \$269.00 to the Make a Wish Canada Hospital Activity Book.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

Hospital Activity Book for Children works in partnership with Make-A-Wish Canada, and the program has been running for almost 30 years.

The activity books are a gift to the children that are packed full of games, puzzles, coloring pages, and word searches. Not only are the books created to bring joy, but they also have some educational pages as well. They want children who are going through traumatic situations to know that their doctors, nurses, and social workers are there to help them and keep them safe. **It's a small gift but it makes a big difference to the kids** by brightening their day. The group is on a mission to provide as many of these books as they can, free of charge, to the health care facilities.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

\$269.00

ATTACHMENTS

1. Sponsorship Request Letter
2. Make a Wish Letter
3. Rate Card
4. Photo

From: Trudi Sutherland <main@milkriver.ca>
Sent: March 18, 2025 1:02 PM
To: Kelly Lloyd
Subject: FW: The Hospital Activity Book for Children
Attachments: 2025 HAB Rate Card_v1 SMALL.pdf; Adelaide and Greer.jpg; MAW 2025 (1).pdf

From: Tammy Felix <tammy@habfc.com>
Sent: Tuesday, March 18, 2025 9:36 AM
To: main@milkriver.ca
Subject: The Hospital Activity Book for Children

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.
To whom it may concern,

I am part of the team that creates the Hospital Activity Book for Children, and we are currently working on a special project for the children living in Milk River and the surrounding areas. The Hospital Activity Book for Children works in partnership with Make-A-Wish Canada, and we have been running our program for almost 30 years! I am reaching out to Town of Milk River, in hopes of your support for our latest issue we have going out in May. Our activity books are a gift to the children that are packed full of games, puzzles, coloring pages, and word searches. Not only are our books created to bring joy, but we also have some educational pages as well. We want children who are going through traumatic situations to know that their doctors, nurses, and social workers are there to help them and keep them safe. It's a small gift but it makes a big difference to the kids by brightening their day and we always get wonderful feedback from the nurses and doctors.

As mentioned, we're also very proud partners with Make-A-Wish Canada. We help them grant 10 wishes every year which means, with your support, you would be helping a lot of children, because a portion of every sponsorship goes directly to Make-A-Wish Canada. Through this we are able to help children with threatening medical conditions. You would be helping to grant wishes to these deserving children, whether they want to meet Mickey Mouse, or their favorite hockey player; anything at all to make them happy. This year we have seen an increase in the books being ordered from the Hospitals. The news everywhere, all over social media about hospitals being overwhelmed with RSV and flu season, it's been really challenging for them to keep up.

We are on a mission to provide as many of these books as we can, free of charge, to the health care facilities. To help prevent the spread of germs, the children have very few communal toys to play with. With that being said, there is a high demand for our books because the kids do not share them so it's safe to use during this time. Your support helps to provide the Hospital Activity Book for Children to kids and their families at no cost. To show your support you can sponsor a Feature ad in the activity book for \$379.00. The Feature ad will show your business information, your company logo, and you can include a get well wishes. I have attached our rate card package to show you a few different available sponsorship options.

Our books will be going out in May; so, the funding will not require payment before that time. We will also send you a sponsor's copy of the book so we can show you what you helped us to accomplish. You can reach me via email or by phone if you have any questions or concerns at 1-877-413-6163 ext. 219. Please visit our website to view what the full activity book looks like at www.habfc.com.

Together, with your support, we can make this possible for the children!

Tammy Felix | Sponsor Relations

The Hospital Activity Book for Children Ltd.

P:877-413-6163 Ext. 219 | E: tammy@habfc.com

www.habfc.com

January 13, 2025

To Whom It May Concern,

On behalf of Make-A-Wish Canada, I am proud to announce the 14th incredible year of collaboration with The Hospital Activity Book for Children. The funds raised through advertising sales in The Hospital Activity Book for Children, will support our mission of creating life-changing wishes for children with critical illnesses from coast-to-coast.

By participating in this incredible book, designed specifically with a child's well-being in mind, your company continues to help make wishes come true.

Make-A-Wish Canada creates life-changing wishes for children with critical illnesses. We are on a quest to bring every eligible child's wish to life, because a wish is an integral part of a child's treatment journey. Research shows children who have wishes granted can build the physical and emotional strength they need to fight their illness. Together, we can transform lives, one wish at a time.

To learn more about how your support will impact lives visit www.makeawish.ca.

If you have any questions about our long-standing alliance with The Hospital Activity Book for Children, please feel free to contact me at:
Lynda.debono@makeawish.ca

Sincerely,



Lynda Debono
VP, National Development

THE
HOSPITAL ACTIVITY BOOK
for children ☺

PROUD PARTNER WITH: **Make-A-Wish**
CANADA

RATE CARD

- Advertisement Rates & Advertisement Sizes
- Advertisement Artwork Requirements
- Large Advertisement Insertion Order

www.habfc.com



ADVERTISEMENT SIZES & RATES

All Advertisements on the inside pages are printed in BLACK and WHITE.
Inside Cover Advertisements are FULL COLOUR.
All logos, photos, artwork submitted should be High Resolution, JPEG, PDF, EPS, TIFF format.

Special Contributors Ad	\$149.00
Display Ad	\$269.00
Feature Ad	\$379.00
Premium Ad	\$625.00
Bottom Page Ad	\$725.00
Activity Ad	\$1025.00
Full Page Ad	\$1245.00
Inside Cover (Back)	\$1345.00
Inside Cover (Front)	\$1445.00
2 Page Spread Ad	\$1545.00
Centerfold Ad	\$1645.00



THE
HOSPITAL ACTIVITY BOOK
for children ☺

ABOUT THE PROJECT

- Distributed to sick and injured children, children at risk through participating hospitals and various victim services programs in your area
- Up to 2500 copies per edition
- Magazine format (8.5" x 10.5")
- Vegetable-based Environmentally Friendly Ink (non-toxic, no odour)
- Submit images to be used as EPS, TIFF, PDF or JPEG format via email for your ad
- Images must be greyscale & 300 DPI (no bleeds or crop marks required)
- Inside Cover images must be RGB or CMYK & 300 DPI



THE
HOSPITAL ACTIVITY BOOK
for children ☺

SPECIAL CONTRIBUTORS

2 - 3 LINES: TEXT ONLY

- text only, 1 typeface
- placed on separate page
located at the back of book
- see example on page 9

..... **\$149.00**

DISPLAY ADVERTISEMENT

BUSINESS CARD STYLE

- 2.333" x 1.167" (6 per page)
- printed in black and white
- logos, imagery and photos can be
submitted for use
- submit via PDF or JPEG
- see example on page 9

..... **\$269.00**



THE
HOSPITAL ACTIVITY BOOK
for children ☺

FEATURE ADVERTISEMENT

DOUBLE BUSINESS CARD

- 2.333" x 2.556" (3 per page)
- printed in black and white
- logos, imagery and photos can be submitted for use
- submitted via PDF or JPEG
- see example on page 9

..... **\$379.00**

PREMIUM ADVERTISEMENT

HALF OF BOTTOM PAGE

- 3.6" x 2.556" (2 per page)
- printed in black and white
- logos, imagery and photos can be submitted for use
- submit via PDF or JPEG
- see example on page 10

..... **\$625.00**



BOTTOM PAGE ADVERTISEMENT

EQUAL TO 3 FEATURES

- 7.2" x 2.556" (1 per page *EXCLUSIVE*)
- printed in black and white
- logos, imagery and photos can be submitted for use
- submit via PDF or JPEG
- see example on page 10

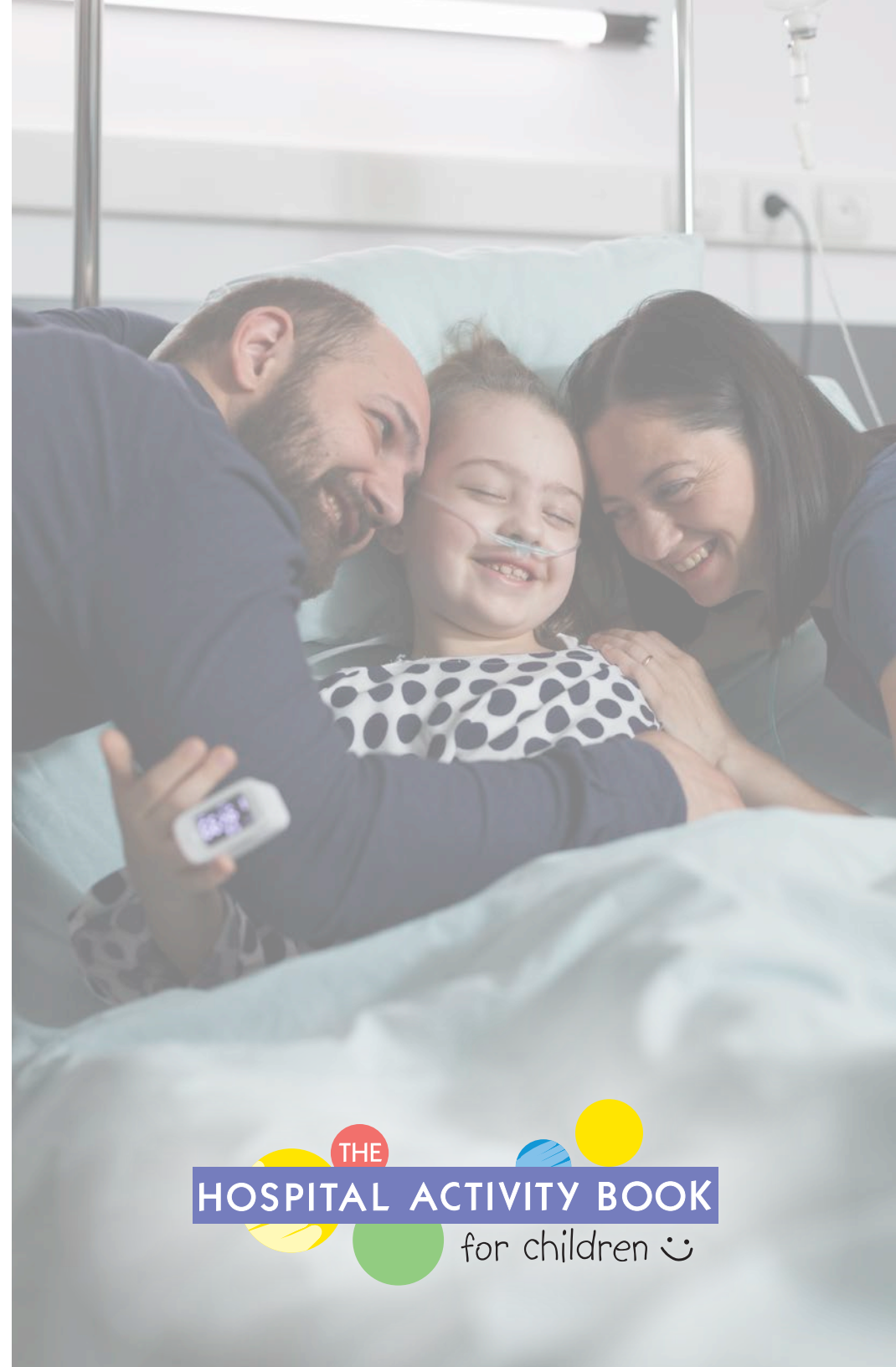
..... **\$725.00**

ACTIVITY ADVERTISEMENT

INTERACTIVE ADVERTISEMENT

- 7.2" x 6" (1 per page *EXCLUSIVE*)
- printed in black and white
- interactive: maze, word search, coloring, etc.
- customer can submit via PDF or JPEG
- see example on page 10

..... **\$1025.00**



THE
HOSPITAL ACTIVITY BOOK
for children 😊

FULL PAGE ADVERTISEMENT

EXCLUSIVE WHOLE PAGE

- 7.2" x 8.7" (1 per page *EXCLUSIVE*)
- printed in black and white
- logos, imagery and photos can be submitted for use
- submitted via PDF or JPEG
- see example on page 11

..... **\$1245.00**

INSIDE COVER ADVERTISEMENT

FRONT OR BACK - COLOUR

- 8.5" x 11" (*FULL COLOUR, GLOSSY*)
- logos, imagery and photos can be submitted for use
- submit via PDF or JPEG
- see example on page 11

FRONT..... \$1445.00

BACK..... \$1345.00



THE
HOSPITAL ACTIVITY BOOK
for children ☺

CENTREFOLD ADVERTISEMENT

ONE CENTREFOLD PER BOOK

- 8.7”h x 17.4”w (1 per book *EXCLUSIVE*)
- printed in black and white
- logos, imagery and photos can be submitted for use
- placed in CENTER of the book
- see example on page 12

..... **\$1645.00**

2 PAGE SPREAD ADVERTISEMENT

EXCLUSIVE SPREAD

- 8.7”h x 17.4”w (1 per spread *EXCLUSIVE*)
- printed in black and white
- interactive: maze, word search, coloring, etc.
- customer can submit via PDF or JPEG
- see example on page 12

..... **\$1545.00**



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for children ☺

Hagan's Hospitality Home
T. 709.363.2688
341 Main Road, Hwy 10
Aquaforte NL, A0A 1A0

Clarenville CK Cabs
T. 709.466.1900
72 Marine Drive
Clarenville NL, A5A 1L3

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21 Queens Road., St. John's, NL
T. 709.680.0379
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AMBULANCE

These are the people you will see the most of. EMTs and paramedics will make sure they check every limb and will get you stable for your trip to the hospital. Like Superman and Wonderwoman, they are here to save the day!



POLICE

Sometimes the police can be scary, because they have a serious job to do. They have to protect you and everyone around you from danger. The police can make sure that other people keep a safe distance and directed to the safest area. They move quickly, like the Flash.



FIRE DEPARTMENT

The first department does more than just put fires out. Like the police, firefighters will make sure no more harm will come to you or the people around you. They are usually the first ones to arrive, and make room for you and the people you need. Like the Fantastic 4, they are a team!

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To be a hero is to be brave, to be strong, and to fight for the good in the world!

When you think of heroes, you might think of Superman, Batman or Wonderwoman. As fantastic as they are, not all heroes are characters in your favourite comic or movie. A hero could be right beside you; or even you, yourself, could be someone's hero.

When you get hurt or sick, you will go through a line of heroes to ensure the quickest, safest and most healthiest way to make sure you get better. At first, you will be surrounded by lots of different faces, questions and tests, and they may not seem like heroes, but we are here to help you see why they do what they do, and why they truly are heroes without capes!

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F. 905.793.3537
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www.dunfordliscio.com

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TAG.CA
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PREMIUM
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SPIRAL OF HAPPINESS

There are some **special words** that make us **feel good inside** and give us **happy feelings**. Look into the spiral and see if you can find them. **Write down the special things** that make you feel good. If you're ever feeling sad, you can remind yourself of your happy thoughts by turning to this page.

The spiral on the right contains hidden words. See how many words you can find. One of them has been done for you to get you started. Solution on page 40

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BOTTOM PAGE
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CHRYSLER DODGE Jeep RAM

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D3 DERRICK CONCRETE

Derrick Concrete Cutting & Construction Ltd.
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5

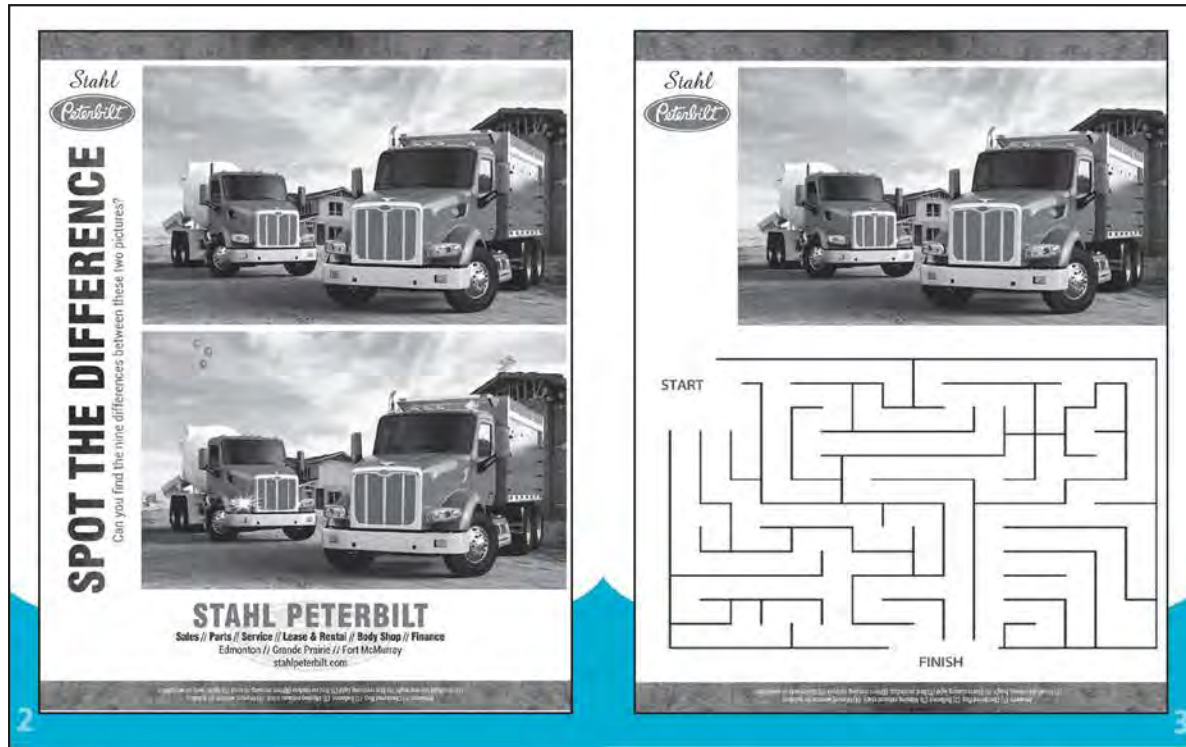
FULL PAGE
ADVERTISEMENT

"Make each day your masterpiece".
 - John Wooden

Rob Norris, MLA Saskatoon Greystone 306-933-7852	Don Morgan, MLA Saskatoon Southeast 306-955-4755	Corey Tochor, MLA Saskatoon Eastview 306-384-2011	Jennifer Campeau, MLA Saskatoon Fairview 306-974-4125
Gordon Wyant, MLA Saskatoon Northwest 306-934-2847	Paul Merriman, MLA Saskatoon Sutherland 306-244-5623	Ken Cheveldayoff, MLA Saskatoon Silver Springs 306-651-7100	Roger Parent, MLA Saskatoon Meewasin 306-652-4607

Your Saskatoon
Saskatchewan Party MLAs

INSIDE FRONT/BACK
ADVERTISEMENT



CENTREFOLD/2 PAGE SPREAD
ADVERTISEMENT

THE
HOSPITAL ACTIVITY BOOK
for children ☺

INSERTION ORDER

This Insertion Order represents an agreement between
The Hospital Activity Book for Children and:

Company Name:

Contact Name:

Address:

City:

Phone:

Email/Website:

Prov:

Fax:

Postal Code:

Publication Issue:

Date:

Advertiser History:

Previous Advertiser

New Advertiser

Issue: _____

Artwork:

Re-New Same Ad

Print-Ready Artwork Arriving

Publisher to Produce

Artwork Attached

Ad Size: _____

Cost: _____

The above cost does not include taxes. Your official invoice arrives with your book.

Special Notes:

Advertising Terms:

The undersigned client hereby agrees to the insertion of advertising in The Hospital Activity Book for Children, for the sizes and prices as shown above. Please make all cheques payable to The Hospital Activity Book for Children. Pay online at www.HABFC.com.

Authorized by: _____

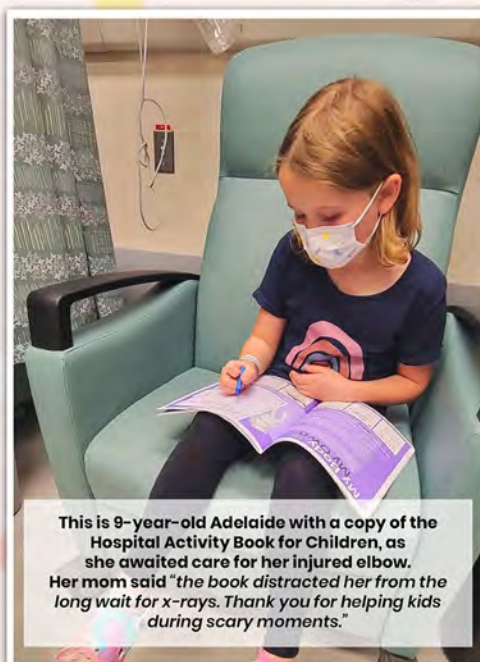
Date Agreed: _____

www.habfc.com

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THE HOSPITAL ACTIVITY BOOK for children ☺



Making a difference in our community since 1995



Request for Decision

Milk River Curling Club Condenser Agreement

April 14, 2025



RECOMMENDATION

That Council authorize administration to enter into an agreement with the Milk River Curling Club for the repayment of the condenser.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

As per Council's direction, administration has prepared a draft agreement for cost sharing with curling club as it pertains to the condenser purchased in early 2025.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

TBD

ATTACHMENTS

1. Curling Club Cost Sharing Condenser Agreement

MILK RIVER CURLING CLUB CONDENSER REPAYMENT AGREEMENT

THIS REPAYMENT AGREEMENT entered into on the XX day of XXXX 2025

BETWEEN:

The Town of Milk River
Box 270
Milk River, AB
T0K 1M0
(hereinafter referred to as "Town")

- and -

Milk River Curling Club
PO Box 502
Milk River, AB
T0K 1M0
(hereinafter referred to as "Borrower")

WHEREAS the Town is the registered owner of those Properties legally described as:

Block 20, Lot 1, Plan 4110CA excepting thereout all mines and minerals (hereinafter described as the "Property");

AND WHEREAS the Borrower is desirous of repaying the condenser loan to the Town, according to the terms and conditions hereinafter set forth;

NOW THIS INDENTURE WITNESSETH that in consideration of the promises and covenants herein contained, the parties agree together that the term and consideration of this agreement shall be as follows:

1. The Town hereby has purchased through Council resolution, a Guntner GVC 090.4A dual circuit air cooled condenser to the Borrower in the amount of \$105,900.00.
2. The Borrower shall reduce the debt through the cost sharing schedule as per Schedule A. Repayment shall be applied to the Curling Club Condenser, originally paid for by the Town of Milk River no later than the 31st day of December 2025 and continuing the 31st day of December every year thereafter, up to and including the last the 31st Day of December 2026.
3. The Borrower shall provide to the Town, a copy of the financial statement's year ending of March 31, as agreed to in the cost sharing items in Schedule A no later than July 1 of that year.
4. To release and indemnify the Town from any and all liabilities, damages, costs, claims, suits or actions arising out of:
 - 4.1.1. Any breach, violation or non-performance of any covenant, or condition in this Agreement set forth and contained, on the part of the Lessee to be fulfilled, kept, observed, and performed; and

- 4.1.2. Any injury to the person or persons, including a death resulting at any time therefrom, occurring in or about the Property and/or the roads or sidewalks adjacent to the same.
5. All the covenants herein contained shall be deemed to have been made by the successors and permitted assigns of each of the parties hereto.
6. Any notice to be made under this Agreement shall be deemed given to the other party if in writing and personally delivered, sent by prepaid registered mail, or sent by electronic transmission, addressed as follows:

For the Town:

Town of Milk River
Chief Administrative Officer
PO Box 270
Milk River, Alberta
T0K 1M0

For the Borrower:

Milk River Curling Club
Chairperson
PO Box 502
Milk River, Alberta
T0K 1M0

The address of either party may be altered by notice in writing to the other party. Notice personally served or sent by electronic transmission shall be deemed received when actually delivered or transmitted, if delivery or transmission is on a business day between 8:30 a.m. – 4:30 p.m. Alberta time. All notices sent by prepaid registered mail shall be deemed to be received on the fourth business day following the mailing in any Post Office in Canada, except in the case of Postal disruption, then any notice or payment shall be given by telegram, electronic transmission or personally served. In this paragraph, “business day” means any day except a Saturday, Sunday, or a statutory holiday.

IN WITNESS WHEREOF the Town and Borrower have hereunto affixed their hands and, where applicable their corporate seals attested to by the signatures of its duly qualified officers to be effective as of the day and year first above written.

TOWN: TOWN OF MILK RIVER

Larry Liebelt, Mayor

SEAL

Kelly Lloyd, Chief Administrative Officer

BORROWER: MILK RIVER CURLING CLUB

Chairperson

Witness

AFFIDAVIT OF EXECUTION

CANADA

I, _____

PROVINCE OF ALBERTA

of the _____ of _____

TO WIT:

in the Province of Alberta, make oath and say:

1. THAT I was personally present and did see _____
named in the within instrument, who is (are) personally known to me to be the person(s)
named therein, duly sign and execute the same for the purpose named therein;
2. THAT the same was executed at the _____ of _____ in
the Province of Alberta and that I am the subscribing witness thereto;
3. THAT I know the said _____ and _____ is
(are) in my belief of the full age of eighteen years.

SWORN before me at

in the Province of Alberta

Signature of Witness

this _____ day of _____ 202 ____

SIGNATURE OF COMMISSIONER FOR OATHS
IN AND FOR THE PROVINCE OF ALBERTA

PRINTED NAME OF COMMISSIONER FOR OATHS

My appointment as Commissioner for Oaths terminates _____
DATE

Schedule A Cost Sharing - Debt Reduction

Condenser Purchased by the Town \$105,900.00

Contribution by the Curling Club

- Kinsmen Donation -\$30,000.00
- Equipment Repairs -\$53,034.99

Total Remaining to Cost Share \$22,865.01

Item	Town Pays (2024)	Curling Club Pays	Total Cost	Cost Share %	Cost Share in \$
Insurance Costs					
- Building	\$5,214.00		\$6,490.00	0	\$0.00
- Liability		\$1,726.00			
Rink Upgrades/Improvements/Renovations				50	
Maintenance	\$10,625.15	-	\$10,625.15	50	\$5,312.58
Utilities				-	
- Heating	\$4,859.24	-	\$4,859.24	50	\$2,429.62
- Power	\$11,205.52	-	\$11,205.52	50	\$5,602.76
- Water	\$874.20	-	\$874.20	50	\$437.10
- Solid Waste	\$611.76	-	\$611.76	50	\$305.88
- Wastewater	\$192.00	-	\$192.00	50	\$96.00
- Telephone				50	
Total Expenditures	\$33,581.87	\$1,726.00			\$14,183.94

Request for Decision

Circular Materials Master Services Agreement

April 14, 2025



RECOMMENDATION

That Council authorize administration to enter into an agreement with Circular Materials for the collection and management of recycled materials as a result of the new Extended Producer Responsibility.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

Extended Producer Responsibility (EPR) extends the responsibility of end-of-life products back to producers, saving the municipalities money.

Currently, producers sell products. When those products reach their end of life, they become waste—waste that has previously been managed by municipalities. The costs for the recycling system will now be accounted for in the cost of a product—not in property taxes or utility rates.

EPR makes producers, not municipalities, pay for recycling costs, pushing them to reduce packaging waste and design more recyclable products.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

TBD

ATTACHMENTS

1. Circular Materials Master Services Agreement
2. Circular Materials Schedule A1

MASTER SERVICES AGREEMENT

for

**SERVICES RELATED TO SINGLE-USE PRODUCTS, PACKAGING AND PAPER PRODUCTS
(PPP)**

Number 2024-00-87



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This Master Services Agreement (this “**MSA**”) is entered into as of _____.
 (“**Effective Date**”)

Between

Town of Milk River, a Registered Community, having a place of business at 240 Main Street
PO Box 270, Milk River, AB, T0K 1M0 (“**Contractor**”)

And

Circular Materials, a federal not-for-profit corporation, having a place of business at 1 St.
Clair Avenue West, Suite 700, Toronto, ON, M4V 1K6 (“**CM**”)

RECITALS

WHEREAS, CM is the Producer Responsibility Organization registered with Alberta Recycling
Management Authority (the “**Authority**”) for PPP; and

WHEREAS, CM issued an offer to the Contractor in connection with the collection of PPP
and related services; and

WHEREAS, Contractor and CM (each a “**Party**”, and collectively the “**Parties**”) jointly desire
to enter into this MSA respecting the collection of PPP and related services for the applicable
Registered Community as set out in one or more Statements of Work which, once such
Statements of Work are duly executed, shall form part of, and be subject to and governed
by, this MSA; and

WHEREAS the Contractor agrees to provide the Work in accordance with the terms and
conditions of this MSA;

NOW, THEREFORE, in consideration of the promises, mutual covenants, and agreements
contained herein, and other good and valuable consideration, the receipt and sufficiency of
which is hereby acknowledged, the Parties acknowledge and agree to all covenants, terms
and conditions as stipulated in this MSA, as follows:

ARTICLE 1 INTERPRETATION

1.1 Definitions

“**Applicable Law**” means any federal, provincial, municipal, local, domestic or foreign law,
rule, statute, subordinate legislation, regulation, by-law, order, ordinance, protocol, code,
guideline, treaty, policy, notice, direction or judicial, arbitral, administrative, ministerial or
departmental judgment, award, decree, treaty, directive, or other requirement or guideline
published or in force at any time which applies to or is otherwise intended to govern or
regulate any Person (including any Party), property, transaction, activity, event or other
matter, which in any way applies to the Work under this MSA or any Party, including any rule,
order, judgment, guideline, directive or other requirement or guideline issued by any
governmental or regulatory authority. Without limiting the foregoing, Applicable Law shall
include the *Freedom of Information and Protection of Privacy Act* (Alberta).

"Business Day" means any day from Monday to Friday inclusive, excluding statutory holidays in the province of Alberta.

"Bylaws" means the Single-use Products, Packaging and Paper Products Bylaws developed by the Authority under the Regulation, as amended or replaced from time to time.

"Change Notice" has the meaning set in Section 8.8(a) of this MSA.

"Change Order" has the meaning set in Section 8.8(f) of this MSA.

"Collection Data" means all data or information pertaining to Equipment or PPP or other aspects of the Work or activities involving any of the foregoing that is collected, generated or observed pursuant to this MSA, including any Statement of Work, or otherwise in the course of the Work. The Collection Data includes data and information expressly required to be delivered by the Contractor to CM pursuant to this MSA.

"Collection Vehicle" means a vehicle used to perform collection services.

"Contract Price" means the total price payable under this MSA, as set forth in the Statements of Work.

"Contractor Default" means a failure of the Contractor to comply with the requirements of this MSA or unsatisfactory performance of the Contractor's obligations under this MSA, other than a Material Contractor Default.

"Cost Estimate" has the meaning set out in Section 8.8(b) of this MSA.

"Effective Date" has the meaning set out above in this MSA.

"Equipment" means all vehicles, including Collection Vehicles and Hauling Vehicles, machinery, apparatus and other items used in completing the Work.

"Hauling Vehicle" means a vehicle used to perform hauling services.

"Intellectual Property Rights" means all intellectual property rights as recognized under any Applicable Law, including rights in and to patents, trade secrets, proprietary information, copyright, trademarks, industrial designs, and design patents whether or not registered or registrable and other rights in intellectual property of the same or similar effect or nature relating to the foregoing and any component thereof throughout the world.

"Legislative Change" means changes in Applicable Law, including repeal, replacement or amendment of an Applicable Law, including the Regulation, that give rise to the Work (or any part thereof) no longer being required or necessary, as determined by CM in its sole and absolute discretion.

"Losses and Claims" means liabilities, claims, demands, losses, costs, expenses, damages, orders, penalties, actions, suits and other proceedings (including legal fees and disbursements).

"Material Contractor Default" means the Contractor has committed any of the following acts or omissions:

- (a) disposing of any PPP that was collected as part of this MSA at any alternate fuel facility, landfill, energy from waste facility or other disposal location or with a Person not expressly permitted by this MSA;
- (b) deliberately falsifying data, or exhibiting a pattern of providing false or misleading data, in relation to any documentation provided to CM;
- (c) failing to comply with the MSA, including any Statements of Work, in a manner that results in CM or producers becoming non-compliant with the Regulation, Bylaws or any applicable policy of the Authority; or
- (d) abandoning the Work.

"Pandemic Conditions" means advice, guidelines, recommendations, instructions, requirements, restrictions, and laws of governmental authorities (including the Alberta Ministry of Jobs, Economy and Trade, and the Chief Medical Officer of Health) and industry associations relating to an epidemic or a pandemic which are or may come into effect, including by way of example restrictions that may delay, reduce productivity, or increase the cost of performance of the Work, such as physical distancing, wearing task-appropriate levels of personal protective equipment and cleaning or disinfecting.

"Person" means any individual, partnership, limited partnership, joint venture, syndicate, company or corporation with or without share capital, trust, trustee, executor, administrator or other legal personal representative, and any federal, provincial, territorial or municipal government, regulatory authority, agency, tribunal, commission, board or department of any such government or entity however designated or constituted.

"PPP" means single-use products, packaging, packaging-like products and paper products as designated materials for the purposes of sections 1 to 11 and Part 1 of the Regulation pursuant to section 13 of the Regulation, except in the context of a Statement of Work it has the meaning set out in such Statement of Work to the extent expressly set out otherwise in such Statement of Work.

"Prime" means the Bank of Canada's target for the overnight (interest) rate, as posted from time to time.

"Producer" has the meaning set out in the Regulation.

"Registered Community" means a community which has registered with the Authority in accordance with the Bylaws.

"Regulation" means the *Extended Producer Responsibility Regulation*, AR 194/2022 under the *Environmental Protection and Enhancement Act* (Alberta), as amended or replaced from time to time.

"Residential Premises" has the meaning set out in the Regulation.

"Statement of Work" means a statement of work entered into between CM and the Contractor attached as Schedule A.

"Statement of Work Effective Date" means the applicable date on which the Work commences in a Registered Community.

"Subcontractor" means a subcontractor employed by the Contractor pursuant to Section 5.2.

"Unusually Severe Adverse Weather Conditions" means unusually severe adverse weather conditions at the place of the Work which:

- (e) are different from those normally and customarily experienced at the place of the Work (as documented by weather data from Environment Canada) over the past twenty (20) years taking into consideration severity, duration and time of year conditions; and
- (f) preclude the safe performance of the Work.

"Work" means the performance of services including the supply of all materials, Equipment, labour, facilities, supervision, services, permits, licenses, or approvals required to complete the Contractor's obligations under this MSA, including the Statements of Work and any Change Orders agreed to by the Parties.

1.2 Interpretation

- (a) Whenever inconsistent in the context, words used in the present tense include the future tense, words in the plural include the singular, words in the singular include the plural, and the use of any gender shall be applicable to all genders whenever the sense requires. Words not defined in Section 1.1 or elsewhere in this MSA shall be given their common and ordinary meaning.
- (b) The words authorized, directed, required, requested, approved, ordered, sanctioned, and satisfactory, unless some other meaning is obvious from the context, shall mean respectively authorized, directed, required, required, approved, or sanctioned by or satisfactory to CM or its appointed representative.
- (c) Where the word "including" or "includes" is used, it means "including (or includes) without limitation".
- (d) The word may in this MSA denotes permissive.
- (e) The words shall and will in this MSA denote imperative.
- (f) Any capitalized term used in this MSA that is not defined in Section 1.1 or elsewhere in this MSA will, if applicable, have the meaning set out in the Regulation or otherwise will have the generally accepted industry or technical meaning given to such term.

- (g) Words importing the singular number will include the plural and vice versa, and words importing the use of any gender will include the masculine, feminine and neuter genders.
- (h) The headings in this MSA are solely for convenience of reference and will not be used for purposes of interpreting or construing the provisions hereof.
- (i) Unless otherwise provided for herein, all monetary amounts referred to herein will refer to the lawful money of Canada.
- (j) When calculating the period of time within which or following which any act is to be done or step taken pursuant to this MSA, the date which is the reference date in calculating such period will be excluded. If the last day of such period is not a Business Day, then the time period in question will end on the first Business Day following such non-Business Day.
- (k) Any references in this MSA to any law, by-law, rule, regulation, order or act of any government, governmental body or other regulatory body, including any Applicable Law, will be construed as a reference thereto as amended or re-enacted from time to time or as a reference to any successor thereto.
- (l) Attached to and forming an integral part of this MSA are the following schedules (including exhibits to the schedules):
 - (i) Schedule A – Statements of Work; and
 - (ii) Schedule B – Insurance Requirements.
- (m) This MSA shall constitute the entire agreement between the Parties and shall supersede all prior agreements, understandings, negotiations, and discussions, oral or written, between the Parties. In the event of any inconsistency between any of the provisions of this MSA, the inconsistency will be resolved by reference to the following in descending order of priority:
 - (i) Amendments to the Statements of Work;
 - (ii) Statements of Work;
 - (iii) Amendment to the other portions of this MSA made in accordance with the requirements of this MSA, including Change Orders; and
 - (iv) Other portions of this MSA.

ARTICLE 2

TERM

2.1 Term

- (a) This MSA shall remain in effect from the Effective Date until all Statements of Work have expired or been terminated, unless this MSA is terminated as described in Sections 7.3 and 7.4, or as otherwise provided for in this MSA.
- (b) CM and the Contractor may, by Change Order, extend a Statement of Work. Any such extension shall be under the terms and conditions of this MSA and the Statement of Work, as amended by CM and Contractor from time to time.
- (c) CM and the Contractor each reserve the right to terminate this MSA or a Statement of Work in accordance with Section 7.4, or as otherwise provided for in this MSA. Termination shall not affect either party's rights to make a claim against the other party for the damages on account for such a breach.

ARTICLE 3 SCOPE OF WORK

3.1 Service Provision

- (a) The Contractor shall provide all materials, personnel, and Equipment as required to provide the Work.
- (b) All Applicable Law shall be complied with by the Contractor in the performance of all portions of the Work. The Contractor is familiar with all Applicable Law, which in any manner affect the Work, those engaged or employed in the Work, or in the facilities or Equipment used in the Work, and no plea of misunderstanding will be considered on account of ignorance.
- (c) If, during the term of this MSA, there is a change in Applicable Law which is in effect as of a Statement of Work Effective Date that results in a material impact on the performance of any act required by the Statement of Work applicable to such Statement of Work Effective Date, the Parties shall renegotiate the provisions of this MSA, including the Statement of Work, using a Change Order pursuant to Section 8.8. If the Parties are unable to agree on the revised terms and conditions either Party may submit the dispute to arbitration in accordance with the provisions of this MSA.
- (d) CM is committed to diverting PPP from disposal and achieving efficiencies in the Work. To this end CM will continue to explore new methods and technologies and, as a proposed change in the Work, CM may issue a Change Notice to the Contractor in respect of such new methods and technologies. If CM chooses to proceed with such new methods and technologies CM will issue a Change Order to the Contractor in accordance with Section 8.8.

3.2 Environmental Attributes

- (a) **"Environmental Attributes"** means the interests or rights arising out of attributes or characteristics relating to the environmental impacts associated with the performance of the Work under this MSA. Any Environmental Attributes resulting from the Work performed under this MSA shall be and remain the sole property of CM for its exclusive use. The Contractor hereby transfers and assigns to, or to the

extent transfer or assignment is not permitted, holds in trust for, CM who thereafter shall retain, all rights, title, and interest in all Environmental Attributes associated with the Work during the term of this MSA, and Contractor shall do all acts necessary to effect the foregoing.

- (b) For greater certainty, Section 3.2(a) does not include or apply to any Environmental Attributes arising from activities and operations facilitated by the Contractor's investment prior to the Effective Date or not associated with the Work. Ownership of such Environmental Attributes shall belong solely to the Contractor.

3.3 Labour Disruption

- (a) If there is a lawful or legal strike, lockout, or work slowdown or other lawful or legal labour disruption or job action during the term of this MSA (the "**Lawful LD Period**"), the Contractor shall, during the Lawful LD Period, conditional on the municipal council's approval of the Contractor's overall labour disruption contingency plan if council approval is required, make best efforts to:
 - (i) Encourage Residential Premises who do not receive collection services because of the Lawful LD Period, to separate and retain their PPP and not place such PPP out for collection during the Lawful LD Period.
 - (ii) Provide continued collection of PPP from Residential Premises that currently receive collection from Subcontractors contracted by the Contractor and to have those Subcontractors deliver PPP collected from those Residential Premises to third party receivers designated by CM where the provision of such continued services will not, in the Contractor's sole discretion, adversely affect the Contractor's labour negotiations.
- (b) If the Contractor's employees engage in an unlawful or illegal strike, lockout, or work slowdown or other unlawful or illegal labour disruption or job action during the term of this MSA (the "**Unlawful LD Period**") that remains unresolved for a period of 30 calendar days, CM may deem a Material Contractor Default to have occurred.
- (c) Notwithstanding any provision in the MSA to the contrary, during the Lawful LD Period or Unlawful LD Period, as applicable, the Contractor will not invoice CM for the cost of collecting the PPP from Registered Communities that do not receive collection services pursuant to this MSA.
- (d) In the event of a conflict or inconsistency between this Section 3.3 and the *Labour Relations Code* (Alberta), the *Labour Relations Code* (Alberta) shall govern and the Contractor shall immediately inform CM.

ARTICLE 4 REPRESENTATIONS AND WARRANTIES

4.1 Representations and Warranties

Contractor represents and warrants to and covenants with CM that:

- (a) it is duly incorporated, validly existing, and in good standing under the laws of its jurisdiction of incorporation, and is duly qualified to do business in all jurisdictions in which qualification is necessary in order to transact its business and perform its obligations set out in this MSA;
- (b) it has full power, authority, and right to execute and deliver this MSA, to make the representations, warranties, and covenants set out herein, and to perform its obligations under this MSA in accordance with its terms. This MSA has been validly executed by an authorized representative of Contractor, and constitutes a valid and legally binding and enforceable obligation of Contractor and the execution and delivery of this MSA and the consummation of the matters contemplated by this MSA have been duly authorized by all necessary corporate and other actions on the part of the Contractor;
- (c) if applicable, it has consulted with any communities in which the Work will be delivered or members of the Contractor, as the case may be, and obtained any necessary authorization from such communities or members of the Contractor, as the case may be;
- (d) it has and will, at its own expense, procure all permits, certificates and licenses required by Applicable Law for the performance of the Work;
- (e) as of the Effective Date, and throughout the term of this MSA, the Contractor has no exclusivity arrangements with any Subcontractor that obligates the Contractor to utilize that Subcontractor in the performance of the Work except for those disclosed in writing to CM; and
- (f) in performing its obligations under this MSA, the Contractor shall exercise the standard of care, skill, judgment, and diligence that would normally be provided by an experienced and prudent contractor supplying similar services and work.

ARTICLE 5

CONTRACTOR MANAGEMENT

5.1 Record Keeping and Reporting Requirements

- (a) Through the performance of the Work the Contractor shall prepare, maintain, and deliver records generated in accordance with the provisions of this MSA, including any Statement of Work, which shall include an annual fuel usage report. Such obligations shall apply to all Work, unless otherwise specified in this MSA.
- (b) CM may at any time, and from time to time, waive the requirement to include any particular item in any report in connection with the Work or may reduce the frequency of any report, but in such event shall have the right to reinstate any item and increase the frequency of reporting to the times provided in this MSA.
- (c) For clarity, nothing in this Section 5.1 shall relieve the Contractor from its obligation to execute the Work to completion in accordance with the requirements of this MSA.

5.2 Subcontractors

- (a) The Contractor may, subject to this Section 5.2, subcontract portions of the Work to Subcontractors. The Contractor shall, and shall cause the Subcontractors to, perform the Work in accordance with the provisions of this MSA.
- (b) The Contractor shall, with respect to subcontracts between the Contractor and its Subcontractors, provide CM, upon request, with a copy of subcontracts entered into between the Contractor and its Subcontractors, and all applicable amendments and changes, redacted to prevent disclosure of commercial information.
- (c) The Contractor shall in all cases be fully responsible to CM for all of its obligations under this MSA that are subcontracted to a Subcontractor and for all acts and omissions of all Subcontractors even if such Subcontractor was preselected or approved by CM.

5.3 Access to the Work

- (a) Without limiting the generality of any other provision in this MSA, at all times requested by CM during operating hours upon at least 2 Business Day's notice, the Contractor shall, at no expense to CM, provide CM and its professional advisors, auditors and consultants, and any Person authorized by CM with access to the Work (including the staff performing the Work and the Equipment being used to perform the Work) to monitor, observe and review any Work (including the staff performing the Work and the Equipment being used to perform the Work) being performed, provided that such access is not a health and safety risk to the Contractor's staff, or to CM's personnel, and the Contractor shall, and shall cause the Subcontractors to, provide, and cooperate with CM in providing, such access. The Contractor shall provide access to such Work (including the staff performing the Work and the Equipment being used to perform the Work) whenever and wherever it is in progress and the Contractor shall provide sufficient, safe and proper facilities in respect of such access. Without limiting the generality of the foregoing, during such access, CM may monitor the Work (including the staff performing the Work and the Equipment being used to perform the Work) provided that such monitoring, observing or reviewing of the Contractor's Work or Equipment shall not cause unreasonable delays to the Contractor's performance of the Work.
- (b) If any Work is found by CM, acting reasonably, not to be in accordance with the requirements of this MSA, the Contractor shall, at no expense to CM, make good such defective Work.
- (c) CM, and other parties identified by CM, shall be entitled to use information obtained pursuant to this Section 5.3 for the administration of this MSA and any internal purposes.

5.4 Contingency Plan

In the event of a Contractor Default or a Material Contractor Default, CM may direct the Contractor, at the Contractor's expense, to:

- (a) prepare and present to CM, for review and approval, a contingency plan ("**Contingency Plan**") as soon as practical, but not later than five (5) Business Days

after the earlier of the Contractor becoming aware of, or CM notifying the Contractor of, Work that is not compliant with the terms of this MSA. Such Contingency Plan shall demonstrate how the Contractor shall address the non-compliant Work and prevent similar non-compliant Work in the future; and

- (b) commence the implementation of the Contingency Plan approved by CM as soon as practical, but not later than within two (2) Business Days of CM approving the Contingency Plan; and
- (c) otherwise take all measures necessary to address the Work that is not compliant with the terms of this MSA.

ARTICLE 6 COMPENSATION

6.1 Canadian Funds

All amounts in this MSA are in Canadian funds.

6.2 Documentation and Payment

- (a) CM may issue a purchase order in respect of each Statement of Work. Any such purchase order shall be solely for the convenience of CM and, notwithstanding any of the provisions set out in such purchase order, shall not create any binding obligations of either CM or the Contractor or in any way be deemed to supersede or amend this MSA or any Statement of Work or be considered to form part of this MSA or any Statement of Work.
- (b) CM shall pay the Contract Price for the Work performed, in accordance with the requirements of the MSA and each applicable Statement of Work within thirty (30) calendar days of the last day of the previous calendar month.
- (c) For clarity, CM shall have no obligation to make any payments in respect of a calendar month until CM has received all items required from the Contractor in respect of such calendar month pursuant to the provisions of this MSA, including the applicable Statements of Work, and the items are deemed acceptable to CM, acting reasonably.
- (d) Where the Contractor disputes the amount of a payment, the Contractor shall issue a written notice to CM describing the reasons for the disputed amount.
- (e) Price adjustments may be made pursuant to Section 6.4.
- (f) The Contractor shall inform CM of any payment errors that result in overpayment by CM in a timely manner by issuing a written notice informing CM of the credit necessary to correct such error in the next payment or, if the overpayment is in respect of the last payment, by issuing a refund to CM within thirty (30) calendar days.

6.3 Taxes

- (a) Except for applicable taxes payable by CM pursuant to any Statements of Work, all taxes, including any sales, use, excise and similar value added taxes, however denominated or measured, imposed upon the price or compensation under this MSA or any Statements of Work, or upon the Work provided hereunder or thereunder, or based on or measured by gross receipts or net income, or measured by wages, salaries or other remuneration of the Contractor's employees, will be solely the responsibility of the Contractor. The Contractor will deposit, or cause to be deposited, in a timely manner with the appropriate taxing authorities all amounts required to be withheld.

6.4 Price Adjustment

- (a) Price adjustments may be specified in a Statement of Work.

6.5 Monies Due to CM

- (a) In the event there are any monies payable to CM by the Contractor under the terms of this MSA, CM shall invoice the Contractor for such amounts and the Contractor shall pay such amounts to CM in accordance with such invoice.

6.6 Other Requirements

- (a) The Contractor is not eligible for any payment until after the performance of Work under a Statement of Work.

6.7 Interest

- (a) The Contractor shall be entitled to interest upon any amounts owing for more than thirty (30) calendar days following the date on which payment is due on account of delay in payment by CM, until payment of the unpaid amount. The interest shall be simple interest payable monthly at a rate of one percent (1%) per annum plus Prime.

6.8 Limited Liabilities

- (a) Subject to Section 6.8(b), the total cumulative liability of the Contractor to CM for all Losses and Claims of any kind with respect to this MSA, whether based on tort, negligence, contract, warranty, strict liability or otherwise shall be the total amount of the Contract Price paid to the Contractor for the Work, provided that in the first twelve (12) months after the Effective Date, such total cumulative liability shall be the greater of (i) the total amount of the Contract Price paid to the Contractor for the Work and (ii) CM's reasonable estimate of the Contract Price expected to be paid to the Contractor for the Work during the first twelve (12) months after the Effective Date (the "**Contractor Liability Threshold**").
- (b) The Contractor Liability Threshold and Section 6.8(a) shall not apply to any Losses and Claims arising out of, or in consequence of, any one or more of the following for which there shall be no limit of liability:
 - (i) all costs to complete the Work, in accordance with this MSA, including the applicable Statements of Work, that are in excess of Contract Price; and

- (ii) indemnification by the Contractor as set out in Section 7.2(a).
- (c) The total cumulative liability of CM to the Contractor for all Losses and Claims of any kind with respect to this MSA, whether based on tort, negligence, contract, warranty, strict liability or otherwise shall be the total amount of the Contract Price paid to the Contractor for the Work, provided that in the first twelve (12) months after the Effective Date, such total cumulative liability shall be the greater of (i) the total amount of the Contract Price paid to the Contractor for the Work and (ii) CM's reasonable estimate of the Contract Price expected to be paid to the Contractor for the Work during the first twelve (12) months after the Effective Date (the "**CM Liability Threshold**").

ARTICLE 7

FAILURE TO PERFORM, REMEDIES AND TERMINATION

7.1 Time of the Essence

- (a) Time shall be of the essence for the performance of the Contractor's obligations under this MSA, including the performance and completion of the Work. The Work shall be delivered within the time promised, failing which CM reserves the right to terminate this MSA, or portion thereof including one or more Statements of Work, in accordance with Section 7.4 without penalty or prejudice to any other right to remedy available to CM.
- (b) In a case that the Contractor fails to perform the Work in accordance with the terms, conditions and specifications of this MSA, including any Statements of Work, CM may give the Contractor notice as a written warning detailing the performance failure.

7.2 Responsibility for Damages/Indemnification

- (a) Contractor Indemnity:
 - (i) The Contractor shall indemnify and hold harmless CM and its officers, directors, employees, agents and representatives (collectively, the "**CM Indemnitees**") from and against any and all Losses and Claims brought against, suffered, sustained or incurred by the CM Indemnitees, directly or indirectly arising out of this MSA attributable, wholly or in part, to:
 - (i) bodily injury, sickness, disease or death or to damage to or destruction of tangible property occurring in or on the premises or any part thereof and as a result of activities under this MSA;
 - (ii) any negligent acts or omissions by, or willful misconduct of, the Contractor, its officers, agents, servants, employees, licensees or subcontractors, including failing to exercise the standard of care, skill judgment and diligence required pursuant to Section 4.1(f);
 - (iii) failure to comply with, or breach of, any of the Contractor's obligations under this MSA;

- (iv) damages caused by the Contractor, its officers, agents, servants, employees, licensees or subcontractors, or arising from the execution of the Work, or by reason of the existence or location or condition of Work or any materials, plan or Equipment used thereof or therein, or which may happen by reason of the failure of the Contractor, its officers, agents, servants, employees, licensees or subcontractors to do or perform any or all of the several acts or things required to be done by them under this MSA; or
 - (v) any breaches, assessments, fines, penalties, orders or allegations of non-compliance under Applicable Law, including the Regulation, Bylaws or any applicable policy of the Authority directly attributable, in whole or in part, to the acts or omissions of the Contractor, its officers, agents, servants, employees, licensees or subcontractors, except to the extent such assessment is attributable to the negligence, willful misconduct or breach of this MSA by CM.
 - (ii) Without limiting the generality of any other provision in this MSA, the Contractor shall indemnify and hold the CM Indemnitees harmless from and against any and all Losses and Claims brought against, suffered, sustained or incurred by the CM Indemnitees attributable to, wholly or in part, any acts or omissions either in negligence or nuisance whether wilful or otherwise by the Contractor, its officers, agents, servants, employees, licensees or subcontractors.
 - (iii) Notwithstanding any other provision in this MSA, indemnification by the Contractor pursuant to this Section 7.2(a) shall include claims, demands, actions, suits and other proceeding by Persons against the CM Indemnitees for consequential, indirect, incidental, special, exemplary, punitive or aggravated damages, loss profits or revenues or diminution in value.
 - (iv) The Contractor acknowledges that CM holds the benefit of any provision in this MSA, including under this Section 7.2(a).
- (b) CM Indemnity
 - (i) CM shall indemnify and hold harmless the Contractor, and its respective elected officials, officers, directors, employees, agents and representatives (the "**Contractor Indemnitees**") from and against any and all Losses and Claims brought against, suffered, sustained or incurred by the Contractor Indemnitees, directly or indirectly arising out of this MSA attributable, wholly or in part, to any grossly negligent acts or omissions by, or willful misconduct of, CM, its officers, agents, servants, employees, licensees or contractors (other than the Contractor).

7.3 Force Majeure

- (a) Subject to Section 7.3(b), "Force Majeure Event" means any event or circumstance beyond the reasonable control of either CM or the Contractor (other than a lack of funds or other financial reason) including the following:
 - (i) Unusually Severe Adverse Weather Conditions; and
 - (ii) riots, war, rebellion, sabotage and atomic or nuclear incidents.
- (b) A Force Majeure Event shall not include the following events or circumstances:
 - (i) weather conditions that are not Unusually Severe Adverse Weather Conditions;
 - (ii) an electricity system outage, unless the electricity system outage affects an entire Registered Community and persists for at least forty-eight (48) hours and is caused by a Force Majeure Event;
 - (iii) unavailability of, or delays in delivery or breakage of, or shortage of, Equipment or materials, unless such unavailability, delays, breakage or shortage are caused by a Force Majeure Event;
 - (iv) the quantity of PPP collected or received differs from the Contractor's expectations;
 - (v) delay or other failure arising out of the nature of the Work to be done, or from any normal difficulties that may be encountered in the performance of the Work, having regard to the nature thereof;
 - (vi) if and to the extent the Party seeking to invoke the Force Majeure Event has caused the applicable Force Majeure Event by its (and, in the case of the Contractor, Subcontractor's) fault or negligence; or
 - (vii) if and to the extent the Party seeking to invoke the Force Majeure Event has failed to use reasonable efforts to prevent or remedy the Force Majeure Event, so far as possible and within a reasonable time period.
- (c) Circumstances relating to Pandemic Conditions shall not be regarded as a Force Majeure Event.
- (d) A Party that experiences a Force Majeure Event shall use all commercially reasonable efforts to end the Force Majeure Event, ensure the effects of the Force Majeure Event are minimized and resume full performance under this MSA.
- (e) In the event that either CM or the Contractor shall be unable to fulfil, or shall be delayed, or shall be prevented from the fulfilment of, its obligation under this MSA by reason of a Force Majeure Event, then either Party shall forthwith notify the other in writing and CM shall:

- (i) terminate this MSA or any affected Statements of Work as soon as reasonably practicable in writing and without any further payments being made;
 - (ii) perform, or engage others to perform, the obligations under this MSA that are impacted by the Force Majeure Event; and/or
 - (iii) authorize the Contractor to continue the performance of this MSA in writing with such adjustments and/or amendments as required by the existence of the Force Majeure Event and as agreed upon by both Parties acting reasonably. If the Parties cannot agree upon the adjustments and/or amendments, it is agreed by the Parties that this MSA shall be immediately terminated with no further obligations by either Party.
- (f) For clarity, the Contractor shall not be entitled to be paid for obligations under this MSA that it does not perform as a result of a Force Majeure Event.
- (g) For the purposes of clarification and notwithstanding any other provision in this MSA, the Contractor shall be solely responsible for maintaining all Work, including collection services, as applicable, in all circumstances that are not Force Majeure Events, in compliance with the requirements of this MSA.

7.4 MSA Termination

- (a) Any termination of this MSA or termination of the Contractor's right to perform the Work (or any part thereof) by CM shall be without prejudice to any other rights or remedies CM may have.
- (b) Without prejudice to any other right or remedy CM may have under this MSA, CM may terminate this MSA, or any Statements of Work, or terminate the Contractor's right to perform the Work (or any part thereof) as follows:
 - (i) notwithstanding any other section of this MSA, if there is a Legislative Change, immediately, upon written notice being provided to the Contractor;
 - (ii) if there is a Material Contractor Default, immediately, upon written notice being provided to the Contractor;
 - (iii) if there is a Contractor Default and the Contractor has failed to cure such Contractor Default within fifteen (15) Business Days after receipt of notice of such Contractor Default, or within the time specified in a Contingency Plan approved by CM in accordance with Section 5.4, or within such other time as mutually agreed between the Parties, immediately, upon written notice being provided to the Contractor; and
 - (iv) if the Parties cannot agree upon a Change Order, immediately, upon written notice being provided to the Contractor. Without limiting the generality of the foregoing, CM may exercise the right of termination provided for in this Section 7.4(b)(iv), if the Parties cannot agree upon a Change Order in respect of a Communications pursuant to Section 8.16.

- (c) If CM terminates this MSA or any Statement of Work as noted above, CM is entitled to:
 - (i) Take possession immediately of all the PPP;
 - (ii) Withhold any further payments to the Contractor until the completion of the Work; and
 - (iii) Recover from the Contractor, any loss, damage, and expense incurred by CM by reason of the Contractor's default under Sections 7.4(b)(ii) or 7.4(b)(iii), which may be deducted from any monies due, or becoming due, to the Contractor.
- (d) For clarity, if CM terminates this MSA or any Statement of Work because of a Legislative Change or pursuant to Section 7.4(b)(iv), then, subject to the other provisions of this MSA, CM shall only be required to pay the Contractor for the Work performed prior to the date of termination, less any amounts already paid for Work performed, and not for lost profits.
- (e) The Contractor may terminate this MSA, or any Statements of Work, as follows:
 - (i) without cause at any time, upon eighteen (18) months' written notice being provided to CM;
 - (ii) for non-payment of undisputed amounts due and payable under this MSA, if CM has failed to cure such non-payment within sixty (60) days after receipt of a notice of non-payment, the Contractor may terminate this MSA with thirty (30) days' notice; and
 - (iii) for breach of CM's confidentiality obligations under Section 8.12 of this MSA, if CM has failed to cure such breach of confidentiality within sixty (60) days after receipt of a notice of such breach, the Contractor may terminate this MSA with thirty (30) days' notice.

7.5 Remedies

- (a) The rights and remedies of CM as set forth in any provision of this MSA, including Section 7.4, shall not be exclusive and are in addition to any other rights or remedies provided by law or in equity or otherwise.
- (b) The exercise of any remedy provided by this MSA does not relieve the Contractor from any liability remaining under this MSA.
- (c) CM may take such steps as it considers necessary to remedy any breach of contract and any damages or expenditures thereby incurred by CM plus a reasonable allowance for overhead may be collected by deduction or set-off pursuant to Section 7.4(c).
- (d) No waiver of any right or obligation of either Party hereto shall be effective unless in writing, specifying such waiver, and executed by the Party against whom such

waiver is sought to be enforced. Except as otherwise set forth in this MSA, no failure to exercise, or delay in exercising, any rights, remedy, power or privilege arising from this MSA shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege. A waiver by either Party of any of its rights under this MSA on any occasion shall not be a bar to the exercise of the same right on any subsequent occasion or of any other right at any time.

7.6 Disputes

- (a) If there is a dispute between CM and the Contractor as to their respective rights and obligations, the Parties shall use the following dispute resolution procedures to resolve such dispute:
 - (i) The Parties shall attempt to resolve the dispute through informal discussions;
 - (ii) If, after a period of ten (10) Business Days, either Party believes the dispute will not be resolved through informal discussion, the dispute shall be referred by the Parties to non-binding mediation whereby the fees and expenses of the mediator will be divided equally (i.e., 50/50) between CM and the Contractor. The mediator will be appointed jointly by the Parties; and
 - (iii) If the Parties are unable to resolve the dispute within a period of thirty (30) calendar days after the first mediation session, the dispute shall be resolved through binding arbitration in accordance with Section 7.7.

7.7 Arbitration

- (a) As provided for in Section 7.6(a)(iii), disputes shall be resolved through binding arbitration in accordance with the Arbitration Act, RSA 2000, C A-43 ("**Arbitration Act**"), as amended from time to time.
- (b) CM and the Contractor shall agree on an arbitrator within ten (10) Business Days after either Party receives notice from the other Party. If the Parties fail to agree, either Party may apply to a court of competent jurisdiction for the appointment of an arbitrator in accordance with the Arbitration Act, as amended.
- (c) No one shall be named or act as an arbitrator who is interested in any way financially in this MSA or in the business affairs of either Party or has been directly or indirectly involved to settle the matter.
- (d) The arbitrator is not authorized to make any decision inconsistent with this MSA or any Statement of Work, nor shall the arbitrator modify or amend any of this MSA terms.
- (e) The Parties agree that the award made by the Arbitrator shall be final and binding and shall in all respect be kept and observed.

- (f) The arbitrator, or arbitral tribunal, will apportion the costs of the arbitration to the Parties.
- (g) The Contractor shall be deemed to abandon the matter if no arbitrator has been appointed within six (6) months of CM's receipt of the notice specified in Section 7.7(b).
- (h) No matter may be submitted to arbitration except in accordance with the above provisions.

7.8 Choice of Forum

Any legal suit, action, litigation, or proceeding of any kind whatsoever in any way arising out of, from or relating to this MSA shall be instituted in the courts of the City of Calgary, Alberta, and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, litigation or proceeding. Service of process, summons, notice, or other document by mail or personal service to such Party's address set forth herein shall be effective service of process for any suit, action, litigation or other proceeding brought in any such court. Each Party agrees that a final judgment in any such suit, action, litigation, or proceeding is conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. The Parties irrevocably and unconditionally waive any objection to the venue of any action or proceeding in such courts and irrevocably waive and agree not to plead or claim in any such court that any such action or proceeding brought in any such court has been brought in an inconvenient forum.

ARTICLE 8 STANDARD CONDITIONS

8.1 Governing Law

This MSA will be interpreted and governed by the laws of the Province of Alberta.

8.2 Compliance with Laws and Permits

- (a) The Contractor shall comply in all material respects with Applicable Law and shall perform and complete the Work, and cause the Work to be performed and completed, in accordance with and in compliance with all Applicable Law, including all Applicable Law related to the environment and health and safety. If there is a conflict between the standards required by Applicable Law, then Contractor shall perform and complete the Work in compliance with the higher or more rigorous standard.
- (b) The Contractor shall obtain, and shall ensure Subcontractors obtain, all permits, permissions, licences, and approvals required to perform the Work.

8.3 Assignment

This MSA enures to the benefit of and is binding upon the Contractor and CM and their successors and permitted assigns. The Contractor shall not assign, transfer (including a change in control of Contractor), convey or otherwise dispose of this MSA, including any

rights or obligations under this MSA, or its power to execute such MSA, without the prior written consent of CM.

8.4 Contractor to Make Examinations

The Contractor has made its own examination, investigation, and research regarding proper methods of providing the Work and all conditions affecting the Work under this MSA, and the labour, equipment and materials needed thereon, and the quantity of the work to be performed. The Contractor agrees that it has satisfied itself based on its own investigation and research regarding all such conditions, that its conclusion to enter into this MSA was based upon such investigation and research, and that it shall make no claim against CM because of any of the estimates, statements or interpretations made by any officer or agent of CM that may be erroneous.

8.5 Access to Records

- (a) The Contractor shall maintain in its designated local office full and complete operations, customer, financial and service accounts, books and records, as applicable to the Work, including records related to arranging, establishing or operating a collection system and records related to arranging, establishing or operating a promotion and education program, in each case in accordance with the Regulation, Bylaws and any applicable policy of the Authority (collectively, the "**Records**") that at any reasonable time shall be open for inspection and copying for any reasonable purpose by CM. In addition, the Contractor shall maintain in its head office reporting records and billing records pertaining to this MSA that are prepared in accordance with Generally Accepted Accounting Principles (GAAP). The Records shall include such reporting records and billing records and all records and payments under this MSA, as adjusted for additional and deleted services provided under this MSA. CM shall be allowed access to the Records for audit (including, as applicable to the Work, for an audit implemented in accordance with the Regulation, Bylaws or any applicable policy of the Authority) and review purposes.
- (b) The Contractor shall make available copies of certified weigh scale records for PPP collected under this MSA on request within two (2) Business Days of the request by CM. The weigh scale records may be requested for any period during the term of this MSA.
- (c) All records related to this MSA, including the Records, shall be maintained, and access granted pursuant to this Section 8.5, throughout the term of this MSA and for at least five (5) years thereafter.

8.6 Insurance

- (a) Each of Contractor and CM shall comply with the insurance obligations set out in Schedule B.

8.7 Changes to MSA

- (a) Changes to this MSA, including any Statement of Work, may only be made in writing signed by duly authorized representatives of both Parties.

- (b) No Party shall have any obligation with respect to the implementation of a Change Order unless or until the Parties have reached agreement in writing and the Parties have entered into a Statement of Work in respect of such change.

8.8 Change Management

- (a) CM shall be entitled to propose changes, alterations and/or amendments to the Work including removing all or a portion of the Work under any Statements of Work. If CM deems it prudent to require a change in the Work, CM shall notify the Contractor of the proposed change in the Work in writing ("**Change Notice**").
- (b) A Change Notice shall describe the change in the Work in sufficient detail to enable the Contractor to calculate and provide a change in cost estimate (the "**Cost Estimate**"), if any. The Contractor agrees that the Cost Estimate shall be provided in writing to CM within a period of fifteen (15) Business Days or other timeline agreed to with CM in writing from the date of receipt of the Change Notice.
- (c) The Cost Estimate shall include but is not limited to the following as it relates to the change in Work:
 - (i) A comment on whether relief from compliance with Contractor's obligations under this MSA is required;
 - (ii) Any impact on Contractor's ability to meet its obligations and the terms and conditions set out in this MSA;
 - (iii) Any amendment that may be required to be made to the terms and/or conditions of this MSA; and
 - (iv) Any change in the Contractor's costs.
- (d) As soon as practicable after CM receives the Cost Estimate, the Parties shall act in good faith to resolve the issues set out in the Cost Estimate and Change Notice, including providing evidence that the Contractor has used best efforts, such as (where practicable) the use of competitive quotes with its subcontractors to minimize any increase in costs and maximize any reduction in costs, demonstrating that any expenditure to be incurred or avoided has been determined in a cost effective manner, and any other evidence deemed appropriate by the Contractor and CM, acting reasonably.
- (e) If the Contractor does not intend to use its own resources to implement any change in the Work, subject to prior written approval of CM, the Contractor may subcontract the required resources with the objective of ensuring that it obtains best value for money when procuring any Work, services, supplies, materials, or equipment required in relation to the change in the Work.
- (f) If the Parties agree to the Cost Estimate and Change Notice, as may be modified, amended or altered by the Parties, the Parties shall document the applicable changes to the Statement of Work ("**Change Order**") in respect of such modified, amended or altered Cost Estimate and Change Notice within five (5) Business Days

after the Contractor receives confirmation from CM that such Cost Estimate and Change Notice are accepted. For clarity, the Cost Estimate and Change Notice shall not be implemented, unless and until, the Parties have entered into a Change Order in respect of such Cost Estimate and Change Notice.

- (g) Any change in the Work that causes, or is expected to cause, the Contractor's costs or any subcontractor's costs to decrease shall be treated as a benefit to the Contractor with the expectation and understanding that CM will also realize a proportional financial benefit in an amount to be negotiated in good faith between the Parties. If such an understanding cannot be reached, the Parties agree to resolve the difference through the dispute resolution provisions set out in this MSA.
- (h) Contractor's Proposed Change in the Work:
 - (i) If the Contractor seeks to propose a change in the Work in accordance with an express entitlement in this MSA, it must notify CM in writing. The Contractor, in proposing a change in the Work, agrees to provide CM with the following information and details in writing:
 - (i) A description of the proposed change in the Work in sufficient detail, to enable CM to evaluate it in full;
 - (ii) Reasons in support of the Contractor's proposed change in Work;
 - (iii) Set out the details and implications of the change in the Work, including any anticipated change in the costs of providing the Work by the Contractor;
 - (iv) Indicate whether a variation to the Contract Price is proposed (and, if so, provide a detailed Cost Estimate of such proposed change); and
 - (v) Identify an appropriate timeframe for the implementation of the change in Work.
 - (ii) CM agrees that it shall, in a timely manner, and in any event no later than fifteen (15) Business Days, evaluate the Contractor's proposed change in the Work, considering all relevant issues, including whether:
 - (i) A change in the Contract Price will occur;
 - (ii) The change affects the quality of the Work or the likelihood of successful delivery of the amended Work;
 - (iii) The change will interfere with any relationship of CM with third parties;
 - (iv) The financial strength of the Contractor is sufficient to perform the change; and

- (v) The change materially affects the risks or costs to which CM is exposed.
 - (iii) If CM accepts the Contractor's proposed change in the Work, the change in the Work shall be set out in a Change Order documenting all changes to the scope of Work and/or terms and conditions of this MSA. Where CM accepts the Contractor's change proposal CM shall notify the Contractor in a timely manner.
 - (iv) If CM rejects the Contractor's change proposal, CM shall provide written reasons outlining the basis upon which the change in Work is not accepted by CM.
 - (v) Unless CM specifically agrees to an increase in the Contract Price in writing, there shall be no increase in price because of a change in the Work proposed by the Contractor.
 - (vi) Any change in the Work proposed by the Contractor that causes or that is expected to cause the Contractor's costs or any subcontractor's costs to decrease shall be treated as a benefit with expectation that CM will also realize a proportional financial benefit in an amount to be negotiated in good faith between the Parties. The Parties agree to take all reasonable steps to negotiate the proportional financial benefit in good faith, failing which the Parties agree to resolve the difference through the dispute resolution provisions set out in this MSA.
 - (i) Except as specifically confirmed in writing by the Parties in accordance with this Section 8.8, all Work shall remain unaltered and shall be performed in accordance with the terms and conditions of this MSA.
- 8.9 Conflicts and Omissions
- (a) Neither Party to this MSA shall take advantage of any apparent error or omission in this MSA or any Statement of Work. Any Work not herein specified which is necessary for the proper performance and completion of any Work contemplated, which may be implied as included in this MSA, shall be done by the Contractor as if such Work had been specified and shall not be construed as a variation of the Work.
 - (b) If the Contractor discovers any provision in this MSA which is contrary to, or inconsistent with any Applicable Law, the Contractor shall forthwith report the inconsistency or conflict to CM in writing and shall not perform the Work impacted by such inconsistency or conflict until it receives instructions from CM.
- 8.10 Duty to Notify
- (a) As may be further specified in a Statement of Work, if the Contractor becomes aware of any problem and/or condition which may adversely affect the performance of the Work, or the ability of the Contractor to conform with any requirements for the term of this MSA, then the Contractor shall immediately after becoming aware of same, notify CM, in writing, of such occurrence and of the nature of the relevant problem

or condition in sufficient detail to permit CM to understand the nature and scope thereof. In any event, the Contractor will provide such written progress reports to CM as reasonably requested by CM but not less frequently than monthly unless otherwise agreed to in writing by CM.

- (b) The Contractor shall have the appropriate crisis management protocols and procedures in place to manage an operational, reputational, or other crisis related incident and share these plans with CM upon the execution of this MSA. CM will review such plans and may request modification to ensure alignment within its crisis management protocols and procedures.

8.11 Intellectual Property

- (a) Subject to Sections 8.11(b) or 8.11(c) of this MSA, all Collection Data (including any Intellectual Property Rights residing therein) obtained by or made available to the Contractor in connection with this MSA (collectively, "**Documentation**") are the property of CM or such other entity as identified by CM, and the Contractor shall use such Documentation only as is necessary to perform the Work in accordance with this MSA or as necessary for internal operational, planning, or policy purposes and abiding by any regulatory requirements.
- (b) Notwithstanding any other provisions in Section 8.11, the Documentation that is subject to disclosure obligations or requirements to safeguard personal information for privacy purposes under the *Freedom of Information and Protection of Privacy Act* (Alberta), an administrative or court order, and Documentation the content of which was ordinarily disclosed by the Contractor to the public in the normal course of its operations before the Effective Date, does not become part of the property of CM pursuant to Section 8.11. Where the Contractor is complying with any of the Applicable Law indicated in this Section 8.11(b), the Contractor shall not be considered to be breaching this MSA.
- (c) CM acknowledges and agrees that any Documentation, regardless of whether the property of CM pursuant to Section 8.11(a), may be a record for which the Contractor may have record retention and record destruction obligations pursuant to Applicable Law. Where such requirements imposed on the Contractor conflict with requirements that CM may have with respect to the same Documentation, the Contractor shall not be considered to be breaching this MSA, and the Parties will cooperate fully in resolving the matter.
- (d) Title to and all property right, title and interest in the Documentation and all Intellectual Property Rights in the Work, including all Intellectual Property Rights and personal property rights in or to the foregoing, shall transfer and are hereby assigned to CM free and clear of all encumbrances upon CM making any payment in accordance with this MSA which is attributable, either in whole or in part, to the relevant Work.
- (e) The Contractor acknowledges and agrees that CM shall have full ownership of all personal property rights and Intellectual Property Rights in any and all Documentation and all Intellectual Property Rights in the Work in accordance with the terms of this MSA.

- (f) The Contractor hereby waives all rights, including any and all moral rights, in and to the Work and Documentation and shall obtain such waivers from all applicable personnel of the Contractor. Where applicable, the Contractor shall endeavor to obtain from all of the subcontractors and personnel of the Contractor the rights and waivers necessary to transfer the ownership of the Work and Documentation (including any Intellectual Property Rights therein or related thereto) to CM.
- (g) Subject to the terms and conditions of this MSA, the Contractor acknowledges and agrees that CM shall be entitled to fully exploit the Work and Documentation without restriction, and CM acknowledges and agrees that the Contractor shall be entitled to use the Documentation in accordance with the Contractor's obligations under Applicable Law as set out in Section 8.11(b) and 8.11(c). To the extent the Contractor owns or possesses any Intellectual Property Rights required for full exploitation of the Work or Documentation, the Contractor hereby grants to CM a worldwide, exclusive, royalty-free, fully paid-up, transferable (to successors and assigns, including as a result of the acquisition of all or substantially all of the shares or assets of CM, or if required by law), license under such Intellectual Property Rights to fully exploit the Work and Documentation. The Contractor shall enable CM to fully exploit the Work and Documentation and any component thereof and to enjoy the full exercise of the rights conferred under this Section 8.11, including by, at CM's request, making available or delivering to CM where feasible as determined by the Contractor such technology (including software and data) in the Contractor's possession, custody or control as is required for CM to exploit the Work and Documentation.

8.12 Confidentiality Covenant

- (a) Confidential Information means information of or relating to a Party (the "**Disclosing Party**") that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure and has or will come into the possession or knowledge of the other Party (the "**Receiving Party**") whether such information is or has been conveyed verbally or in written or other tangible form, and whether such information is acquired directly or indirectly such as in the course of discussions or other investigations by the Receiving Party. Without limiting the foregoing, Confidential Information includes all technical, financial and business information, ideas, concepts or know-how, or relating to Work performance and Work delivery and the terms of this MSA. Confidential Information does not include information that: (i) was already known to the Receiving Party, without obligation to keep it confidential, at the time of its receipt from the Disclosing Party; or (ii) is or becomes available to the public other than as a result of a breach hereof by the Receiving Party; provided that the foregoing exceptions will not apply with respect to any personal information that is subject to privacy laws ("**Confidential Information**").
- (b) The Receiving Party shall:
 - (i) take all measures reasonably required to maintain the confidentiality and security of the Confidential Information of the Disclosing Party;

- (ii) not use or reproduce Confidential Information for any purpose, other than as reasonably required to exercise or perform its rights or obligations under this MSA;
 - (iii) not disclose any Confidential Information other than to employees, agents or subcontractors of the Receiving Party ("**Representatives**") to the extent, and only to the extent, they have a need to know the Confidential Information in order for Receiving Party to exercise its rights or perform its obligations under this MSA and who are bound by a legal obligation to protect the received Confidential Information from unauthorized use or disclosure; and
 - (iv) be responsible for any breach of this MSA by any of its Representatives.
- (c) Notwithstanding the above, the Receiving Party may disclose Confidential Information of the Disclosing Party to the extent required by a court of competent jurisdiction or other governmental authority or otherwise as required by Applicable Law, provided that, unless prohibited by Applicable Law, the Receiving Party gives the Disclosing Party an opportunity to oppose the disclosure or to seek a protective order protecting such Confidential Information prior to any such disclosure.
- (d) Upon expiry or termination of this MSA, or upon request by the Disclosing Party, the Receiving Party will return to the Disclosing Party, or irrecoverably destroy, any Confidential Information of the Disclosing Party.
- (e) Contractor will not access, collect, use, disclose, dispose of or otherwise handle information of or about individuals that is subject to Applicable Law relating to privacy ("**Privacy Laws**") in the performance of its obligations under this MSA, except: (i) to the extent necessary to perform the Work; (ii) in accordance with all Privacy Laws; and (iii) in a manner that enables CM to comply with all Privacy Laws, including that the Contractor will obtain appropriate consents from the applicable individuals to allow Contractor and CM to exercise their rights and to perform their obligations under this MSA as they relate to such information. Unless prohibited by Applicable Law, Contractor will immediately notify CM of any demand, or request by a third party (including any government or a regulatory authority) for the disclosure of any information of CM which is subject to Privacy Laws, and, to the maximum extent permitted by Applicable Law, will oppose, seek judicial relief of and appeal any such demand or request. Contractor will immediately notify CM if Contractor becomes aware that Contractor has failed to comply with Privacy Laws in connection with of this MSA.
- (f) Each Party agrees and acknowledges that any violation of this Section 8.12 may cause irreparable injury to the other Party and that, in addition to any other remedies that may be available (in law, in equity or otherwise), the injured Party shall be entitled to seek an injunction, specific performance or other equitable relief against the threatened breach of this Section 8.12 or the continuation of any such breach, without the necessity of proving actual damages or posting any bond or other security.

8.13 Severability

- (a) If, for any reason, any part, term, or provision of this MSA is held by a court of the Province of Alberta to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if this MSA did not contain the particular provision held to be invalid.
- (b) If it should appear that any provision hereof conflicts with any statutory provision of the Province of Alberta or federal law, said provision, which may conflict therewith, shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform to such statutory provisions.

8.14 Survival

All provisions of this MSA which expressly or by their nature survive the expiry or termination of this MSA shall survive the expiry or termination of this MSA, including the following: Section 6.8 (Limited Liabilities), Section 7.2 (Responsibility for Damages/Indemnification), Section 7.4 (MSA Termination), Section 8.11 (Intellectual Property) and Section 8.12 (Confidentiality Covenant).

8.15 Further Assurances

Each Party shall, at its expense, do, execute and deliver, or cause to be done, executed and delivered, such further acts and documents as the other Party may reasonably request from time to time for the purpose of giving effect to this MSA or carrying out the intention or facilitating the performance of the terms of this MSA.

8.16 Revisions to this MSA

Except as otherwise expressly stated in this MSA, no amendment, supplement, modification or waiver or termination of this MSA and, unless otherwise specified, no consent or approval by any Party, is binding unless executed in writing and signed by an authorized representative of each Party. Notwithstanding the foregoing, CM may propose any revisions to this MSA necessary to comply with amendments to the Regulation or other notices, interpretations, rulings, directives or other communications issued pursuant to the Regulation (collectively, "**Communications**"), and CM will provide the Contractor with written notice of such proposed revisions as soon as reasonably practicable. Such revision shall automatically have effect from the date of the Change Order, if any, related to such Communications. CM shall make commercially reasonable efforts to consider and respond to reasonable written feedback related to such revisions received from the Contractor within thirty (30) calendar days of receiving such feedback.

8.17 Counterparts

This MSA may be executed in counterparts, each of which shall be deemed an original and which, taken together, shall constitute one and the same instrument. Each counterpart of this MSA may be executed by electronic signature. CM and the Contractor shall execute and deliver such further and other documents and do and perform such further and other acts or things as may be necessary or desirable to give full effect to this MSA.

8.18 Notice

Unless expressly stated otherwise, any notice, request, consent, claim, demand, waiver or other communication required or permitted to be given in connection with this MSA must be given in writing and will be given by hand or sent by courier or emailed, in each case addressed as follows, and will be deemed to have been received on the day of receipt if by hand or courier, or if given by email three (3) Business Days after confirmation of email transmission.

To CM:

Circular Materials
1 St. Clair Avenue West, Suite 700
Toronto, ON M4V 1K6
Attention: Managing Director – Alberta
Email: procurement@circularmaterials.ca

To Contractor:

Town of Milk River
240 Main Street PO Box 270
Milk River, AB T0K 1M0
Attention: Chief Administrative Officer
Email: cao@milkriver.ca

ARTICLE 9 MSA SCHEDULE

9.1 MSA Schedule

Attached to and forming an integral part of this MSA are:

- Schedule A – Statement(s) of Work
- Schedule B – Insurance Requirements

IN WITNESS WHEREOF, the terms and conditions of this MSA are acknowledged and agreed to by the Parties as of the date first listed above.

Town of Milk River

Name: Kelly Lloyd
Title: Chief Administrative Officer

Name:
Title:

We have authority to bind the Contractor.

Circular Materials

Name: Allen Langdon
Title: CEO

I have authority to bind CM.

Schedule A – Statements of Work

Note: See attached

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Schedule B – Insurance Requirements

- (a) The Contractor shall, at its own expense, obtain and maintain the following insurance coverage:
- (i) throughout the term of this MSA:
- A. Commercial general liability insurance on an occurrence basis for an amount not less than five million (\$5,000,000) dollars per each occurrence, five million (\$5,000,000) dollars general aggregate and a two million (\$2,000,000) dollars products-completed operations aggregate limit. Where Contractor is a local government, Contractor may self-insure for equivalent or better coverage (in which case Contractor will respond to all claims, actions, demands, expenses and losses by whomsoever made in the same manner as if commercial Comprehensive General Liability insurance was purchased for same and as if CM were included in such policy as an additional insured). Such policy shall have a deductible not exceeding \$100,000 per occurrence, or, where contractor is unable to obtain a deductible not exceeding \$100,000 per occurrence, CM may, in its sole discretion approve a higher deductible amount. The commercial general liability policy is to contain, or be endorsed to contain, the following provisions:
- (i) The policy shall include CM as an additional insured with respect to the Contractor's operations, acts and omissions relating to its obligations under this MSA, such policy to include non-owned automobile liability, bodily injury, property damage, contractual liability, owners and contractors protective, products and completed operations, contingent employers' liability, cross liability and severability of interest clauses;
- (ii) The Contractor's insurance coverage shall be the primary insurance with respect to CM and its officers, directors, employees, agents and representatives. Any insurance, self-insurance, or insurance pool coverage maintained by CM shall be more than the Contractor's insurance and shall not contribute with it; and
- (iii) Coverage shall state that the Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- B. For all statements of work involving depots, "all risks" property insurance in amounts sufficient to fully cover, on a replacement cost basis without deduction for depreciation, any building in which the Work is being performed (including all depots, if any) and the Equipment contained therein and all other property owned by the Contractor or by others located therein including equipment, furniture and fixtures. Such insurance shall provide for a waiver of subrogation in favour of CM.

- (b) if applicable, during any period in which Work is being performed under a Curbside Collection Statement of Work or Depot Operations and Transfer Statement of Work or Depot Operations, Transfer and Processing Statement of Work, Automobile liability insurance for an amount not less than five million (\$5,000,000) dollars per occurrence on forms meeting statutory requirements covering all owned, non-owned, operated, hired, and leased vehicles used in the execution of this MSA. The policy shall be endorsed to provide contractual liability coverage;
- (c) if applicable, during any period in which Work is being performed under a Curbside Collection Statement of Work or Depot Operations, Transfer and Processing Statement of Work, Sudden and Accidental Pollution Liability Insurance covering the Work and services described in this MSA including coverage for loss or claims arising from contamination to third party property damage, bodily injury, cleanup costs and legal defense during the execution of this MSA. Such policy shall provide coverage for an amount not less than two million (\$2,000,000) dollars;
- (d) If applicable, during any period in which Work is being performed under a Depot Operations Statement of Work or Depot Operations and Transfer Statement of Work, Contractor will seek advice and obtain any necessary environmental impairment liability insurance or other such policy as may be recommended by their insurance broker or legal counsel to adequately protect against risks of environmental liability, with typical environmental impairment liability insurance for the Services having a limit of not less than \$1,000,000 (one million dollars) per occurrence with a deductible not greater than \$100,000 (for clarity, neither the amount nor type of environmental impairment liability insurance obtained by Contractor will in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Agreement);
- (e) Policies for the above must be kept continuous throughout the term of the applicable SOW. If any of the above policies are being cancelled, the Contractor shall notify CM in writing at least thirty (30) calendar days prior to the effective date of cancellation. The Contractor shall provide proof of renewal or replacement of any other policies of insurance, on or before the expiry date, at the request of CM. CM reserves the right to request such higher limits of insurance or other types of policies appropriate to the Work as CM may reasonably require.
- (f) The Contractor shall not commence Work until documentation evidencing the insurance requirements of the Contractor, has been filed and accepted by CM. The documentation shall be certificates of insurance if purchased from a third party or evidence of self-insurance if applicable.
- (g) All coverages for Subcontractors shall be subject to the same insurance requirements as stated herein for the Contractor. Where the Contractor engages a Subcontractor to perform all Work identified in this Agreement or SOW, the Subcontractor shall be solely responsible for obtaining and maintaining the insurance coverage specified in this Schedule B. The Contractor will not be required to obtain or maintain this coverage. The Contractor and CM shall be included as additional insureds on the Subcontractor's insurance policy.

SCHEDULE A-1

STATEMENT OF WORK FOR COMMUNITY DEPOT OPERATIONS AND TRANSFER SERVICES

for

MASTER SERVICES AGREEMENT

Number 2024-00-87



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STATEMENT OF WORK

STATEMENT OF WORK NUMBER: 01

This statement of work ("**Statement of Work**") is incorporated into and forms part of the Master Services Agreement ("**MSA**"), made as of _____ between the Town of Milk River, a Registered Community, having a place of business at 240 Main Street PO Box 270, Milk River, AB, T0K 1M0 ("**Contractor**") and Circular Materials, a federal not-for-profit corporation, having a place of business at 1 St. Clair Avenue West, Suite 700, Toronto, ON, M4V 1K6 ("**CM**", and with the Contractor, each a "Party" and collectively the "**Parties**"), with an effective date of _____ (the "**Statement of Work Effective Date**").

NOW, THEREFORE, in consideration of the promises, mutual covenants, and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties acknowledge and agree to all covenants, terms, and conditions as stipulated in the MSA, as follows:

1. Beginning on the Service Commencement Date, the Contractor shall perform the Work required by this Statement of Work for all Depots listed in Exhibit 2.
2. The Work under this Statement of Work shall include all the Contractor's other obligations under the MSA.
3. The period during which the Work required by this Statement of Work is to be performed is from the Service Commencement Date, until September 30th, 2026. Pursuant to Section 2.1(b) of the MSA, CM and the Contractor may, by Change Order, extend this Statement of Work for up to two (2) further periods of one (1) year each. The initial term and any such additional term or terms are herein referred to as the "**SOW Term**".
4. The full compensation for the Work under this Statement of Work shall be as set forth in Exhibit 5, which excludes applicable taxes. Applicable taxes are payable by CM to the Contractor on the payment amounts of this Statement of Work.
5. In the event of the termination of the MSA in accordance with Section 7.4 of the MSA, CM shall only pay for the Work authorized by this Statement of Work which is performed prior to the termination date. For the purposes of clarity, CM shall not be liable to make any other payments in connection with this Statement of Work resulting from such termination of the MSA.
6. Capitalized terms not defined in this Statement of Work shall have the meaning set out in the MSA.
7. Attached and forming an integral part of this Statement of Work are the following exhibits:
 - i. Exhibit 1 – Scope of Work and Other Provisions;
 - ii. Exhibit 2 – Depots in Registered Communities;
 - iii. Exhibit 3 – PPP Depot Collection Streams;
 - iv. Exhibit 4 – PPP Master List by Category; and
 - v. Exhibit 5 – Compensation.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the terms and conditions of this Statement of Work are acknowledged and agreed to by the Parties as of the date first listed above.

Town of Milk River

By: _____
Name: Kelly Lloyd
Title: Chief Administrative Officer

By: _____
Name:
Title:

We have authority to bind the Contractor.

Circular Materials

By: _____
Name: Allen Langdon
Title: CEO

I have authority to bind CM.

EXHIBIT 1: SCOPE OF WORK AND OTHER PROVISIONS

ARTICLE 1 DEFINITIONS

1.1 Definitions

"Base Depot Operations and Transfer Services Compensation" has the meaning set out in Exhibit 5.

"Collection Services" means the Work required by this Statement of Work, which is the operation of Depots for the collection of PPP.

"Registered Community" means a community which has registered with the Authority in accordance with the Bylaws.

"Depot" means a depot that receives PPP from Residential Premises, and which is listed in Exhibit 2.

"Hauling Vehicle" means a vehicle used to collect PPP from Depots.

"Hazardous Waste" means a hazardous and special product as set out in the Regulation.

"Multiple-Family Dwellings" means, collectively, (i) Multiple-Family Dwellings as defined in the Regulation, and (ii) sources agreed by the Parties to be Multiple-Family Dwellings for the purposes of the MSA.

"Non-PPP" means material which is not PPP.

"PPP" means single-use products, packaging, packaging-like products and paper products as designated materials for the purposes of sections 1 to 11 and Part 1 of the Regulation pursuant to section 13 of the Regulation, except in the context of a Statement of Work it has the meaning set out in such Statement of Work to the extent expressly set out otherwise in such Statement of Work.

"Receiving Facility" or "RF" means any facility designated by CM as the point where the Contractor is to deliver and unload PPP, including any alternate facilities identified by CM for use when an RF is unable to accept PPP.

"Resident Education Top Up" has the meaning set out in Exhibit 5.

"Residential Premises" means Single-Family Dwellings and Multiple-Family Dwellings but does not include institutional accommodations or visitor accommodations.

"Service Commencement Date" means April 1, 2025.

"Single-Family Dwellings" means, collectively, (i) Single-Family Dwellings as defined in the Regulation, and (ii) sources agreed by the Parties to be Single-Family Dwellings for the purposes of the MSA.

"Transfer Services" means the pick-up and transportation of PPP from Depots and delivery to an RF.

"SOW Term" has the meaning set out in the recitals to this Statement of Work.

“Statement of Work Effective Date” has the meaning set out in the recitals to this Statement of Work.

DRAFT

ARTICLE 2
SCOPE OF DEPOT OPERATIONS AND TRANSFER SERVICES

2.1 Scope of Depot Operations and Transfer Services

- (a) The Contractor shall provide Collection Services at the Depots.
- (b) The Collection Services include receiving PPP from Residential Premises located in the Registered Community(ies), conducting quality control of received PPP and the storage of PPP at each Depot.
 - (i) Without limiting the generality of the foregoing, the Collection Services shall meet the applicable requirements of the Regulation.
 - (ii) The Contractor shall retain responsibility for, and control of, PPP, starting from the receipt from the Residential Premises at each Depot and up until pick-up by CM or a contractor identified by CM from time to time, or until the PPP has been delivered to the RF.
- (c) In the event that Contractor's Transfer Services is not required for certain loads of PPP, the Contractor shall work in coordination with CM and/or a contractor identified by CM to ensure timely pick-up of PPP from each Depot in a manner that maintains uninterrupted collection of PPP at that Depot.
 - (i) CM shall have ownership of all PPP, and the Contractor shall have no ownership of the PPP at any time.
- (d) CM shall not be obligated to join or instigate litigation to protect the right of the Contractor. The Contractor may independently enforce its rights under this Statement of Work against third party violators, including but not limited to seeking injunctive relief.
- (e) The Contractor will provide Transfer Services, as detailed in Section 3.4.

ARTICLE 3 SERVICE PROVISION

3.1 Addition or Removal of Depots

- (a) CM and the Contractor may add new Depots or remove existing Depots, and make related revisions to the relevant exhibits, by Change Order, pursuant to Section 8.7 of the MSA.

3.2 PPP to be Collected

- (a) The Contractor will collect the PPP listed in Exhibit 4 delivered by Residential Premises to a Depot and store the PPP for pick-up by CM and/or a contractor designated by CM in the separate material streams as listed in Exhibit 3.
- (b) The Contractor will use best efforts to protect the collected PPP from weather, including but not limited to rain, snow and sun.
- (c) The Contractor will use best efforts to reduce the quantity of Non-PPP in collected PPP to no more than four per cent (4%) by weight.
- (d) If the average amount of Non-PPP in collected PPP, identified by CM from time to time, from the Depots in any rolling six (6) month period exceeds four per cent (4%), the Contractor will, within ninety (90) calendar days, prepare and submit to CM a plan including the identification of sources of Non-PPP and strategies and supporting measures to mitigate the amounts of Non-PPP. The Contractor will implement the plan and provide quarterly reporting to CM detailing the progress and outcomes of the plan. If improvement does not occur within ninety (90) calendar days after the start of plan based on composition data provided by CM through their audit protocol, the Contractor will work with CM to establish additional changes and to adopt best practices provided by CM.
- (e) The Contractor may not collect, and collected PPP may not contain, packaging containing Hazardous Waste.
- (f) PPP, as set out in Exhibit 4, is to be collected, stored and transported in containers as agreed to by CM. If PPP is collected in multiple streams, the contents of the streams will be agreed to by CM in writing.

3.3 Insurance

- (a) Without limiting the generality of Section 8.6 of the MSA, the Contractor shall obtain and maintain the "all risk" property insurance referred to in Section 8.6 of the MSA for all Depots.

3.4 Unloading PPP

- (a) The locations of the RF for each Registered Community will be provided by CM no later than thirty (30) calendar days prior to the Service Commencement Date.
- (b) Contractor will provide Transfer Services, which includes the delivery and unloading of the PPP, to the RF identified by CM. The Contractor will not release PPP to anyone other than the RF or dispose of any collected PPP, without prior written authorization from CM.

- (c) Delivery to an RF shall adhere to the following steps:
- (i) The inbound Hauling Vehicle shall pass over the weigh scale without exception. The operator of the Hauling Vehicle must provide information such that a weigh scale ticket with all required data (including but not limited to the data listed in Section 4.1(b)) can be generated.
 - (ii) The Hauling Vehicle shall go to the designated tipping floor area of the RF. The Hauling Vehicle operator must take instruction from the tipping floor supervisor and only empty its contents when permitted.
 - (iii) If the Hauling Vehicle has more than one compartment and is carrying more than one stream of PPP, such Hauling Vehicle will be directed to return to the weigh scale after emptying the first compartment to get a split weight.
 - (iv) The Hauling Vehicle must empty the single stream, fibre and container compartments on every trip to the RF. The Hauling Vehicle operator must ensure each compartment is completely emptied before moving to the next tipping floor area and before leaving the RF. The Hauling Vehicle operator shall not clean out the Hauling Vehicle in a manner that causes or may cause fibre materials to be commingled with containers or vice versa.
 - (v) If the Hauling Vehicle experiences a bulkhead failure, the Hauling Vehicle operator shall work with the tipping floor supervisor to separate the materials from each compartment.
 - (vi) In the event an RF is unable to accept PPP from a Hauling Vehicle, the Contractor shall immediately notify CM, and the Hauling Vehicle shall proceed to another RF as directed by CM. If the other RF is more than a sixty (60) minute drive from the center of a Registered Community where the PPP was collected, CM will reimburse the Contractor for reasonable expenses it incurs as a result of the Hauling Vehicle's travelling beyond the sixty (60) minute boundary.
- (d) The Hauling Vehicle operators shall comply with all operational protocol and procedures of an RF at all times.

3.5 Working Days and Hours of Operation for the Collection Services

- (a) The Contractor shall perform Collection Services at the Depots on the same days and during the same hours as the Depots were operating immediately prior to the Service Commencement Date, unless otherwise approved by CM in writing.
- (b) Collection Services for each Registered Community shall be approved by CM, in respect of provincial statutory holidays and in compliance with Alberta labour laws.
- (c) The Contractor shall bear, at its own expense, any additional or unforeseen costs including, but not limited to, overtime pay, rates for extra personnel and cost for any additional requirement or services as may be necessary to ensure continuous and uninterrupted service in accordance with Contractor's obligations under the MSA and this Statement of Work.

3.6 Promotion and Education

- (a) The Contractor will have the responsibility for implementing and executing public promotion, education and outreach programs, which will incorporate CM-developed communications, messages and images in Contractor's public promotion, education and outreach programs, as desired.
- (b) CM reserves the right, at its sole discretion, to require Contractor to seek advance approval of any or all public promotion, education and outreach materials associated with the collection of PPP, including but not limited to, recycling guides, website content and Depot signage.
- (c) Contractor must spend the total amount of the Resident Education Top Up, as defined in Section 1.1(b) of Exhibit 5, paid by CM to Contractor, on promotion, education, and outreach programs on an annual basis.
- (d) Contractor will have the responsibility for providing customer service-oriented information, such as hours of operation of the Depots.

ARTICLE 4
RECORD KEEPING AND REPORTING REQUIREMENTS

4.1 Record Keeping and Reporting Requirements

- (a) The Contractor shall provide an inventory of equipment for each Depot prior to the Service Commencement Date and shall submit an updated inventory of equipment for each Depot on an annual basis.
- (b) The Contractor shall cause the Hauling Vehicle operator to provide the following information to CM or such Person identified by CM from time to time (including the RF representative), such that the following data may be collected for each inbound Hauling Vehicle:
 - (i) Originating Registered Community ID number;
 - (ii) Valtype (i.e., Depot) as applicable to the load;
 - (iii) Type of PPP onboard (e.g., fibre stream, container stream, single stream);
 - (iv) Contractor ID number;
 - (v) Hauling Vehicle number; and
 - (vi) Hauling Vehicle licence plate number.
- (c) The Contractor shall retain records for the PPP that is collected, including and not limited to, a record of the number and types of containers picked up, and, in certain circumstances where the Contractor is not responsible for Transfer Services, the weight in metric tonnes of each load picked up from each applicable Depot by CM or a contractor identified by CM.
- (d) If applicable, outbound weigh scale receipts must be maintained and made available upon request by CM in a format and manner acceptable to CM at CM's sole discretion.
- (e) The records required under this Section 4.1 shall be provided separately for each Depot.
- (f) CM may request, from time to time, reports or information required for CM to comply with its reporting obligations to the Authority or under Applicable Law.

**ARTICLE 5
DOCUMENTATION AND PAYMENT**

5.1 Documentation and Payment

- (a) All monthly payments set forth will be payable in arrears (subject to the pro rata adjustment of any amount that is payable for a partial period) in equal monthly payments within 30 days of the last day of the previous month. If the amount of any monthly payment is adjusted in the ordinary course for either an overpayment or underpayment to the Contractor, CM will make such adjustment in good faith as it considers necessary.
- (b) If requested by CM, the Contractor shall provide CM evidence of the Work (Collection Services and Transfer Services) performed.
- (c) For greater certainty, except as expressly set out in the MSA, there shall be no increase to the prices set out in this Statement of Work for any changes to the Contractor's responsibilities.

EXHIBIT 2: DEPOTS IN REGISTERED COMMUNITIES

Registered Community	Depot Name	Street Address	City	Depot Type (Staffed/ Unstaffed)	Days of Operation per calendar month	Hours of Operation per day	Seasonal Schedule Change Details (if applicable)
Town of Milk River	Community Recycling Bin	1 Street NW/8th Avenue NW	Milk River	Unstaffed	Monday to Sunday	24 hours	Not applicable

Total number of Residential Premises in Registered Communities without curbside services: 436

***NOTE:** The information is based on available information at the time of the preparation of the Statement of Work. CM holds no responsibility or liability for actual information that is different from the information presented in this Exhibit.

EXHIBIT 3: PPP DEPOT COLLECTION STREAMS

Depot Name	Material Stream 1
Community Recycling Bin	Plastics #1-7, Newspaper and magazines, Mixed paper, Tin cans, and Cardboard

***NOTE: CM holds no responsibility or liability for information that is different from the information presented in this Exhibit.**

EXHIBIT 4: PPP MASTER LIST BY CATEGORY

Residential PPP materials accepted will be consistent with current practices and for the initial 18-month term of the agreement except where new materials are added through the change order process.

***NOTE: CM holds no responsibility or liability for information that is different from the information presented in this Exhibit.**

DRAFT

EXHIBIT 5: COMPENSATION

1.1 Contract Price

For each calendar month during the SOW Term after the Service Commencement Date, the Contract Price for the Work performed under this Statement of Work in accordance with the requirements of the MSA in respect of a Registered Community shall be:

- (a) \$1,217.00/month ("**Base Depot Operations and Transfer Services Compensation**"); plus
- (b) \$1.00 multiplied by the number of total number of Residential Premises in Registered Communities listed in Exhibit 2 at the start of the applicable calendar month and divided by twelve ("**Resident Education Top Up**"). Without limiting Contractor's obligations under this Statement of Work (including without limiting the cost the Contractor is required to incur to perform such obligations), the Resident Education Top Up must be used for the purpose of providing resident education in respect of the Collection Services and in accordance with Section 3.6 of Exhibit 1.

1.2 Contract Price Adjustment

The Contract Price adjustment for each calendar year of the SOW Term shall be determined as follows:

- (a) Adjusted Contract Price = Base Depot Operations and Transfer Services Compensation + CPI Price Adjustment
- (b) The "**Base Depot Operations and Transfer Services Compensation**" is the Contract Price as set out in Section 1.1(a) of this Exhibit 5.
- (c) The "**CPI Component**" is 100% of the Base Depot Operations and Transfer Services Compensation.
- (d) For the first annual anniversary of the Service Commencement Date and for each subsequent annual anniversary, the Base Depot Operations and Transfer Services Compensation shall be adjusted to account for changes in the Consumer Price Index (CPI), and the adjustment shall be equal to the Base Depot Operations and Transfer Services Compensation for the prior year multiplied by the year-over-year CPI Change (as defined in Section 1.2(e), below). The CPI Price Adjustment will increase or decrease the Base Depot Operations and Transfer Services Compensation, depending on the CPI Change. The formula for calculating CPI Price Adjustment is as follows:

CPI Price Adjustment = (Base Depot Operations and Transfer Services Compensation for the prior year) x (CPI Change)

- (e) For the purposes of this Section 1.2, "**CPI Change**" means the average annual CPI change (for all items), as published and available on the annual anniversary of the Service Commencement Date in the Alberta Consumer Price Index (Table 18-10-0004-13), accessible at the following link:

<https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1810000413&pickMembers%5B0%5D=1.23&cubeTimeFrame.startMonth=12&cubeTimeFrame.startYear=2023&referencePeriods=20231201%2C20231201>.
- (f) The CPI table used to determine the CPI Change shall be subject to revision as agreed by the Parties, in the event that Statistics Canada materially changes such index or discontinues or replaces it.

Request for Decision

Milk River Cable Club Appointment

April 14, 2025



RECOMMENDATION

That Council accept the report on the Milk River Cable Club Appointment.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

Prior to the Milk River Cable Club's AGM, the MRCC Board invited both the Town of Milk River as well as the Village of Coutts' councils to appoint a member to sit on the MRCC Board.

This item was deferred to the next council meeting by council motion.

Since that time, the Board of the Milk River Cable Club has been successful in filling all vacant seats.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Joint Election Agreement

April 14, 2025



RECOMMENDATION

That Council authorize administration to enter into an agreement with Horizon School Division to provide joint election services for the October 20, 2025, municipal and school trustee election.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

During the previous election, the Town's returning officer also looked after the school board trustee election process.

Horizon School Division is requesting that the Town and Horizon jointly run the 2025 election. The Town would be responsible for accepting the registrations, handing out ballots, and sealing the ballot box at the end of the evening. Horizon School Division would collect the ballot box.

RISK/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

TBD

ATTACHMENTS

1. Joint Election Agreement

Joint Election Services Agreement

THIS AGREEMENT entered into this _____ day of _____, A.D. 2025.

BETWEEN:

MUNICIPALITY

ADDRESS

Being a municipal corporation incorporated pursuant to
the provisions of the ***Municipal Government Act***, RS.A. 2000, c.M-26
(Herein after referred to as the "Municipality")

OF THE FIRST PART

THE HORIZON SCHOOL DIVISION

of 6302 56 Street, Taber, Alberta, T1G 1Z9

Being a School Division established pursuant to
the provision of the ***Education Act***, RS.A. 2012, c.E-0.3
(Herein after referred to as the "School Division ")

OF THE SECOND PART

WHEREAS the General Election will be held on October 20, 2025 (the Election);

AND WHEREAS pursuant to the *Local Authorities Election Act*, Revised Statutes of Alberta 2000, Chapter L-21, as amended (hereinafter called "the *Act* "), an elected authority may by resolution enter into an agreement for the conduct of an election with one or more elected authorities of local jurisdictions that do not have contiguous boundaries but do have areas in common;

AND WHEREAS the School Division is desirous of the MUNICIPALITY being responsible for the conduct of all elections for the The Horizon School Division (WARD DESCRIPTION) and ensuring compliance with the procedures prescribed under the *Act* for the holding of elections;

AND WHEREAS the elected authorities of the Municipal District and School Division have passed the requisite resolutions to allow a joint election;

NOW THEREFORE the parties hereto agree as follows:

1. The Municipal District and the School Division shall hold a joint election as allowed under Section 3 of the *Act* and as further described in this Agreement.
2. The Municipal District and the School Division shall both appoint Returning Officers for the purposes of the conduct of the 2021 Municipal Election.
3. The duties of the two Returning Officers and the conduct of the joint election will be generally based on the following premise: the School Division will ensure the obligations of the *Act* are followed until election day. Obligations of the *Act* on election day for the School Division's election will be conducted by the MUNICIPALITY in conjunction with the Municipal Election.
4. The School Division shall be responsible to give notice of nomination day in accordance with the *Act*.
5. The Returning Officer of the School Division shall receive nominations in accordance with the *Act*.
6. The Returning Officer of the School Division shall be responsible to give notice of the election in accordance with the *Act*.
7. The School Division shall undertake to print the ballots for The Horizon School Division Trustee Elections to be held Monday, October 20, 2025, and shall provide the ballots, ballot box, and elector registration forms to the MUNICIPALITY Returning Officer.
8. The MUNICIPALITY shall undertake to administer the The Horizon School Division School Board Trustee Elections to be held Monday, October 20, 2025, at the same voting station as will be utilized by the MUNICIPALITY. The MUNICIPALITY Returning Officer shall ensure that all procedures under the Act for holding an election are complied with.
9. At the conclusion of voting, the MUNICIPALITY Returning Officer shall seal the School Division ballot box and the School Division Returning Officer, or designate, shall collect the ballot box and left-over voting materials.
10. It shall be the School Division Returning Officer's responsibility to arrange for the counting of the ballots, declaring the election outcome, retention of and destruction of the School Division's election materials.

11. The School Division shall pay a fee to of \$XXX to the MUNICIPALITY by December 15, 2025, as compensation for the election services rendered.
12. If the MUNICIPALITY does not have a contested election, the MUNICIPALITY shall not be obliged to provide staff or services for the School Doard's election.
13. If the School Division does not have a contested election, no fee shall be payable to the MUNICIPALITY.
14. The School Division shall indemnify and save harmless the Municipal District, its officers, agents, servants and employees from and against all losses, claims, demands, suits, judgments, costs, penalties, or charges suffered by any or all of them arising out of or resulting in whole or in part from the negligent act, statement or omission, or willful misconduct of the School Division, or their officers, servants, agents and employees, in connection with or arising from the School Division Election.
15. The Municipal District shall indemnify and save harmless the School Division, its officers, agents, servants and employees from and against all losses, claims, demands, suits, judgments, costs, penalties, or charges suffered by any or all of them arising out of or resulting in whole or in part from the negligent act, statement or omission, or willful misconduct of the Municipal District, or their officers, servants, agents and employees, in connection with or arising from the School Division Election.
16. The *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, F- 25, as amended, applies to all information and records relating to, or obtained, generated, collected or provided under or pursuant to this contract, and for the purposes of the *Act*, the Municipal District will be deemed to have custody and control over all information and records, including procedures in respect of the retention and destruction of election materials.
17. The School Division and the Municipal District will conduct themselves to a standard consistent with all legislation, including ensuring that no use or disclosure will be made of the information obtained except as prescribed by law.
18. The Municipal District shall keep records in accordance with its usual accounting procedures of all costs incurred by it in respect of the election. These records shall be available for examination by the School Division at all reasonable times.
19. This Agreement shall remain in effect until completion of the 202 School Division Trustee Election.

20. Any notice(s) to be made under this Agreement shall be deemed to be given to the other party if in writing and personally delivered, sent by prepaid mail, or sent by facsimile transmission, addressed as follows:

For the Municipal District:

MUNICIPALITY

Chief Administrative Officer

ADDRESS

Municipality, Alberta XXX XXX

Fax: 403-223-1799

For the School Division:

The Horizon School Division

Secretary Treasurer

6302 56 Street

Taber, Alberta T1G 1Z9

Fax: 403-223-3547 x 10124

IN WITNESS WHEREOF the parties hereto have hereunto affixed their corporate seals attested to by the signature of their authorized officers in that regard the day and year first above written.

MUNICIPALITY

THE HORIZON SCHOOL DIVISION

Mayor / Reeve

Returning Officer / Secretary-Treasurer

Chief Administrative Officer

Corporate Seal

Corporate Seal

Request for Decision

2025 Draft Operating Budget

April 14, 2025



RECOMMENDATION

That the 2025 Operating budget be approved in the amount of _____.

LEGISLATIVE AUTHORITY

Section 242 (1) of the Municipal Government Act states each council must adopt an operating budget for each calendar year.

BACKGROUND

Council has previously reviewed the draft operating budget for 2025; once on March 10 and at the Special Meeting on April 4.

ATTACHMENTS

1. 2025 Draft Operating Budget
2. Operational Project Pressures

Town of Milk River Operating Budget 2025 Draft

		2022	2023	2024	2024 YTD	2025	
		ACTUAL	ACTUAL	BUDGET	31-Dec	BUDGET	Budget vs.
							Budget
Tax Requirement Summary							
0	General Government Services	(995,448)	(1,093,273)	(1,247,371)	(1,208,405)	(1,247,810)	154,537
11	Council - Legislative	72,217	74,230	97,789	65,556	100,807	(26,577)
12	Administration	227,230	194,699	(17,322)	213,997	273,488	(78,788)
23	Fire Services	43,309	28,873	82,333	52,494	105,106	(76,233)
26	Municipal Enforcement	59,129	68,020	74,333	73,618	74,870	(6,850)
31	Common Services	140,630	159,736	165,771	191,302	187,609	(27,873)
32	Roads	269,492	198,458	393,373	164,133	289,503	(91,045)
33	Airport	7,030	4,409	8,236	4,382	6,141	(1,732)
41	Water	(39,641)	30,553	39,459	78,662	144,054	(113,501)
42	Wastewater	(43,318)	(39,463)	(33,098)	(34,590)	(21,330)	(18,133)
43	Solid Waste	(10,013)	(17,483)	7,744	22,877	12,353	(29,836)
56	Cemetery	1,400	1,600	2,500	1,426	2,000	(400)
61	Planning & Development	36,779	(37,493)	121,440	(1,602)	83,715	(121,208)
72	Recreation Administration	134,281	136,649	172,460	136,795	215,618	(78,969)
7201	Campground	13,037	25,405	44,141	16,949	25,440	(35)
7202	Pool	42,625	122,397	59,517	162,134	87,765	34,632
7203	Golf Course	7,837	6,717	7,000	10,702	76,874	(70,157)
74	Culture & Library	20,782	20,301	20,301	20,317	20,301	0
	Operating (Surplus) Deficit	(12,642)	(115,664)	(1,394)	(29,253)	436,504	(552,168)

Town of Milk River Operating Budget 2025 Draft

	2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 BUDGET	
General Government Services	(1,237,474.08)	(1,325,967)	(1,478,166)	(1,450,322)	(1,532,480)	206,513
Council	-	(267)	(11)	(19)	-	(267)
Finance	(113,766.66)	(168,698)	(443,694)	(169,988)	(169,130)	432
Fire Services	(19,042.74)	(20,865)	(24,184)	(26,493)	(20,000)	(865)
Municipal Enforcement	(2,972.00)	(2,475)	(2,400)	(3,937)	(2,700)	225
Common Services	(272.10)	(424)	(62)	(407)	(300)	(124)
Roads	(24,450.00)	(28,550)	(24,450)	(25,279)	(25,380)	(3,170)
Airport	(465.00)	-	(465)	(465)	(465)	465
Water	(310,061.90)	(307,249)	(307,800)	(270,272)	(2,267,800)	1,960,551
Wastewater	(103,651.89)	(105,588)	(106,000)	(98,829)	(97,000)	(8,588)
Solid Waste	(129,600.96)	(131,420)	(130,085)	(129,641)	(138,605)	7,185
Cemetery	(3,600.00)	(3,400)	(2,500)	(3,574)	(3,000)	(400)
Planning & Development	(9,915.97)	(79,845)	(57,850)	(81,017)	(7,200)	(72,645)
Recreation Administration	-	(268)	(6,055)	(400)	(5,400)	5,132
Campground	(21,623.14)	(12,957)	(13,000)	(19,234)	(17,000)	4,043
Pool	(29,727.98)	(15,723)	(75,400)	(40,432)	(151,650)	135,927
Library	-	-	-	-	-	-
Total Revenues	(2,006,624.42)	(2,203,697)	(2,672,122)	(2,320,309)	(4,438,110)	2,234,413
General Government Services	242,026.39	232,695	230,795	241,918	284,670	(51,975)
Council	72,217.24	74,497	97,800	65,576	100,807	(26,310)
Finance	340,997.05	363,398	426,372	383,985	442,618	(79,220)
Fire Services	62,351.33	49,738	106,517	78,987	125,106	(75,368)
Municipal Enforcement	62,100.97	70,495	76,733	77,555	77,570	(7,075)
Common Services	140,901.71	160,160	165,833	191,709	187,909	(27,749)
Roads	293,942.29	227,008	417,823	189,412	314,883	(87,875)
Airport	7,494.60	4,409	8,701	4,847	6,606	(2,197)
Water	270,421.10	337,802	347,259	348,933	2,411,854	(2,074,052)
Wastewater	60,334.25	66,125	72,902	64,239	75,670	(9,545)
Solid Waste	119,587.47	113,938	137,829	152,519	150,958	(37,020)
Cemetery	5,000.00	5,000	5,000	5,000	5,000	-
Planning & Development	46,695.30	42,351	179,290	79,415	90,915	(48,564)
Recreation Administration	134,280.52	136,917	178,515	137,195	221,018	(84,101)
Campground	34,660.48	38,363	57,141	36,183	42,440	(4,077)
Pool	72,352.97	138,120	134,917	202,566	239,415	(101,295)
Golf Course	7,837.01	6,717	7,000	10,702	76,874	(70,157)
Library	20,782.24	20,301	20,301	20,317	20,301	0
Total Expenditures	1,993,982.92	2,088,033	2,670,728	2,291,056	4,874,614	(2,786,581)

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
GENERAL GOVERNMENT REVENUE							
1-00-00-111-00	Property Taxes Levied	(775,947.88)	(811,356.00)	(936,947)	(924,253.47)	(1,011,957)	
1-00-00-112-00	ASFP Residential Tax Levied	(156,301.93)	(160,778.71)	(176,608)	(165,957.71)	(199,390)	
1-00-00-113-00	ASFP Non Residential Tax Levied	(34,526.93)	(32,987.13)	(48,816)	(38,923.94)	(48,792)	
1-00-00-115-00	Homes For The Aged Tax Rate	(20,953.58)	(21,920.56)	(20,795)	(20,788.75)	20,659	
1-00-00-510-00	Penalties and Costs Levied on Taxes	(11,524.00)	(12,423.82)	(10,000)	(15,559.10)	(10,000)	
1-00-00-540-00	Revenues From Franchises	(190,825.55)	(195,259.89)	(190,000)	(198,055.54)	(198,000)	
1-00-00-550-00	Returns On Investments	(47,394.21)	(91,241.17)	(95,000)	(86,783.58)	(85,000)	
TOTAL REVENUE		(1,237,474.08)	(1,325,967.28)	(1,478,166)	(1,450,322.09)	(1,532,480)	-
GENERAL GOVERNMENT EXPENSES							
2-00-00-741-00	School Found. Program Requisition	194,562.39	194,463.06	194,000	205,823.44	248,011	
2-00-00-752-00	Ridge Country Housing	21,201.44	21,904.67	20,795	20,795.16	20,659	
2-00-00-990-00	Discount on Taxes	26,262.56	16,326.86	16,000	15,298.95	16,000	
TOTAL EXPENSES		242,026.39	232,694.59	230,795	241,917.55	284,670	-
NET		(995,447.69)	(1,093,272.69)	(1,247,371)	(1,208,405)	(1,247,810)	-

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
LEGISLATIVE REV							
1-11-00-590-00	Other Revenue From Own Sources	-	(266.68)	(11)	(19.05)	-	
1-11-00-840-00	Provincial Conditional Grants	-	-	-	-	-	
1-11-00-850-00	Local Gov't Conditional Grants	-	-	-	-	-	
TOTAL REVENUE		-	(266.68)	(11)	(19.05)	-	-
LEGISLATIVE EXP							
2-11-00-110-00	Remuneration	33,075.12	30,575.12	33,000	31,675.12	35,000	increase Mayor 4500 / Council 4,000 / meetings
2-11-00-120-00	Benefits	809.42	-	700	788.38	1,000	
2-11-00-210-00	Contracted Services	22,188.13	2,451.21	2,700	100.00	2,500	
2-11-00-213-00	Insurance	397.00	397.00	400	507.00	507	
2-11-00-215-00	Training	10,742.40	725.00	1,500	860.00	4,500	
2-11-00-216-00	Travel and Subsistance	-	11,596.14	13,500	12,878.54	13,000	
2-11-00-217-00	Conference and Convention Fees	-	3,100.00	15,000	7,085.00	4,000	
2-11-00-224-00	Memberships	-	2,242.85	4,000	2,878.63	4,300	
2-11-00-510-00	Legislative Supplies	2,434.72	3,870.02	5,000	1,373.13	5,000	
2-11-00-520-00	Promotional Items	-	-	2,000	1,350.00	2,000	
2-11-00-770-00	Community Grants	2,570.45	19,539.80	20,000	6,079.72	20,000	
2-11-01-110-00	Election - Honorarium	-	-	-	-	5,000	
2-11-01-212-00	Election - Advertising	-	-	-	-	1,500	
2-11-01-510-00	Election - Materials, Goods/Supplies	-	-	-	-	2,500	
TOTAL EXPENSES		72,217.24	74,497.14	97,800	65,575.52	100,807	-
NET		72,217.24	74,230.46	97,789	65,556.47	100,807	74,230

Town of Milk River Operating Budget 2025 Draft

	2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
ADMINISTRATIVE REVENUE						
1-00-00-755-00 Grants - MSI Operating	(58,715.00)	(117,620.00)	(117,430)	(117,430.00)	(117,430)	
1-12-00-410-00 Sales of Goods	-	(75.00)	-	-	-	
1-12-00-420-00 Sale of Services	(754.06)	(709.74)	(100)	(603.60)	(500)	
1-12-00-421-00 Tax Certificates	(1,980.00)	(1,410.00)	(1,200)	(1,440.00)	(1,200)	
1-12-00-510-00 Tax Sale Costs Recovered	(225.00)	-	(75)	-	-	
1-12-00-560-00 Rental Revenues	(49,850.08)	(48,883.38)	(48,000)	(50,194.77)	(50,000)	
1-12-00-590-00 Other Revenue From Own Sources	(2,242.52)	-	-	(320.00)	-	
Transfer from Reserves	-	-	(276,889)	-	-	-
TOTAL REVENUE	(113,766.66)	(168,698.12)	(443,694)	(169,988.37)	(169,130)	-
GENERAL ADMINISTRATIVE						
2-12-00-110-00 Salaries & Wages - Admin	143,299.67	148,309.51	152,907	152,784.35	159,000	wage step
2-12-00-120-00 Benefits	39,939.22	37,143.04	34,835	37,325.34	38,390	
2-12-00-210-00 Contracted Services	88,199.91	12,328.58	15,000	12,145.95	45,000	communications / grant writing
2-12-00-211-00 Postage and Freight	6,801.91	7,108.17	7,500	6,991.80	7,200	
2-12-00-212-00 Advertising	478.19	-	500	268.55	500	
2-12-00-213-00 Insurance	20,193.00	23,514.88	24,588	24,588.00	27,474	
2-12-00-214-00 Repairs & Maintenance - Building	-	19,147.77	33,000	20,302.37	20,000	
2-12-00-215-00 Training	4,141.54	176.19	300	110.00	300	
2-12-00-216-00 Travel and Subsistence	-	6,119.07	6,500	1,333.17	2,000	
2-12-00-217-00 Conference and Convention Fees	-	2,257.43	3,000	952.50	3,000	
2-12-00-224-00 Memberships	-	445.38	300	562.50	570	
2-12-00-231-00 Auditor	-	-	11,600	12,000.00	15,000	
2-12-00-232-00 Solicitor	-	-	5,000	119.05	5,000	legal not completed
2-12-00-233-00 Assessor	-	14,050.02	16,270	15,214.79	16,830	
2-12-00-234-00 Safety Officer	-	-	3,600	-	-	
2-12-00-239-00 IT Network Systems/Website	-	20,195.32	35,000	26,067.61	30,000	
2-12-00-240-00 Janitorial Services/Supplies	-	8,713.73	8,800	8,814.23	9,000	
2-12-00-263-00 Rentals and Leases - Equipment	-	5,520.00	5,520	5,520.00	5,700	
2-12-00-510-00 Materials, Goods and Supplies	4,948.57	11,715.47	10,000	6,512.61	10,000	owl and TV
2-12-00-511-00 Utilities	20,766.36	-	-	-	-	
2-12-00-515-00 Natural Gas	-	5,603.05	6,000	6,582.62	6,800	
2-12-00-516-00 Electricity	-	12,843.70	13,000	11,610.92	12,000	
2-12-00-513-00 Telephone	-	5,293.32	5,500	5,259.12	5,500	
2-12-00-514-00 Internet	-	1,544.00	1,625	1,570.42	1,630	
2-12-00-810-00 Bank Charges/Short Term Interest	736.82	1,128.49	1,200	1,093.10	1,200	
2-12-00-814-00 POS (Visa/MC) Fees	-	6,315.35	6,500	8,504.01	8,800	
2-12-00-890-00 Bad Debt	-	7,220.14	-	-	-	
2-12-00-990-00 Other Trans. Discounts & Adjustments	5,008.18	6,705.00	7,300	4,883.12	5,000	town taxes \$4,875 / linear tax
2-51-00-770-00 FCSS	6,483.68	-	6,750	6,592.00	6,724	2% increase for 2025
Transfer to Capital	-	-	4,277	6,277.00	-	
TOTAL EXPENSE	340,997.05	363,397.61	426,372	383,985.13	442,618	-
NET	227,230.39	194,699.49	(17,322)	213,996.76	273,488	

Town of Milk River Operating Budget 2025 Draft

	2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
FIRE SERVICES REVENUE						
1-23-01-420-00 Sale of Services	(3,200.00)	(20,865.00)	(5,000)	(17,113.00)	(10,000)	
1-23-01-590-00 Other Revenue From Own Sources	(145.98)	-	(1,184)	-	-	
1-23-01-850-00 County of Warner	(15,696.76)	-	(18,000)	(9,379.95)	(10,000)	
TOTAL FIRE SERVICES	(19,042.74)	(20,865.00)	(24,184)	(26,492.95)	(20,000)	-
FIRE SERVICES EXPENSES						
2-23-01-110-00 Honourarium	11,307.50	-	15,000	12,307.50	15,000	
2-23-01-210-00 Contracted Services	5,292.78	1,730.74	2,000	1,513.54	2,000	
2-23-01-211-00 Dispatch Services	-	3,675.98	3,700	3,561.68	3,667	
2-23-01-213-00 Insurance	6,748.32	6,716.61	7,497	6,988.50	7,739	
2-23-01-214-00 Repairs & Maintenance	8,226.78	-	-	-	-	
2-23-01-214-00 Repairs & Maintenance - Building	-	-	5,000	-	10,000	
2-23-01-214-01 Repairs & Maintenance - Equipment	-	5,214.58	6,500	3,623.68	5,000	
2-23-01-214-02 Repairs & Maintenance - Vehicles	-	8,532.31	8,600	2,509.29	2,000	
2-23-01-215-00 Fire Training	-	-	1,000	-	3,000	
2-23-01-510-00 Materials, Goods & Supplies	16,410.11	7,891.31	40,000	32,828.61	35,000	
2-23-01-511-00 Utilities	11,973.09	-	-	-	-	
2-23-01-513-00 Fuel - Town	918.40	809.75	1,000	821.69	1,000	
2-23-01-515-00 Natural Gas	-	4,246.18	4,500	4,215.21	4,500	
2-23-01-516-00 Electricity	-	6,856.75	6,900	6,354.19	6,500	
2-23-01-517-00 Telephone	-	1,915.01	2,000	1,935.99	2,000	
2-23-01-518-00 Internet	-	920.00	1,000	960.00	1,000	
2-23-01-990-00 Other Transactions/Discounts/Adj	15.90	19.08	20	19.08	20	
2-23-03-513-00 Fuel - County	958.45	1,209.41	1,300	847.74	1,000	
2-24-00-210-00 Emergency Management	500.00	-	500	500.00	500	
Transfer to Capital	-	-	-	-	25,180	
TOTAL EXPENSES	62,351.33	49,737.71	106,517	78,986.70	125,106	
NET	43,308.59	28,872.71	82,333	52,493.75	105,106	

**Town of Milk River Operating Budget 2025
Draft**

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
MUNICIPAL ENFORCEMENT REVENUES							
1-26-00-520-00	Animal Licenses	(1,870.00)	(2,082.00)	(2,000)	(2,322.00)	(2,300)	
1-26-00-530-00	Fines	(1,102.00)	(393.00)	(400)	(1,615.00)	(400)	
TOTAL REVENUES		(2,972.00)	(2,475.00)	(2,400)	(3,937.00)	(2,700)	-
MUNICIPAL ENFORCEMENT EXPENSES							
2-26-00-210-00	Ridge Regional Public Safety	32,906.25	30,117.78	32,500	33,522.00	34,500	
2-26-00-215-00	Provincial Policing	28,822.75	40,377.25	44,033	44,033.00	43,070	
2-26-00-510-00	Materials, Goods & Supplies	371.97	-	200	-	-	
TOTAL EXPENSES		62,100.97	70,495.03	76,733	77,555.00	77,570	-
NET		59,128.97	68,020.03	74,333	73,618.00	74,870	(6,850)

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
COMMON SERVICES REVENUE							
1-31-00-590-00	Other Rev from Own Sources	(272.10)	(424.15)	(62)	(407.45)	(300)	- Dividend
TOTAL REVENUES		(272.10)	(424.15)	(62)	(407.45)	(300)	-
COMMON SERVICES EXPENSES							
2-31-00-110-00	Salaries and Wages	30,046.76	37,475.91	38,638	56,177.66	57,800	
2-31-00-120-00	Benefits	15,224.23	26,842.28	19,647	25,574.91	27,000	includes WCB ↑10.61%
2-31-00-210-00	Contracted Services	3,456.08	2,969.15	3,200	3,364.50	3,500	
2-31-00-212-00	Freight	-	-	500	285.32	500	
2-31-00-213-00	Insurance	5,953.95	7,399.29	7,428	7,721.00	8,239	
2-31-00-214-00	Repairs & Maintenance	14,653.94	-	-	-	-	
2-31-00-214-00	Repairs & Maintenance - Building	-	1,777.52	3,000	8,782.17	2,000	
2-31-00-214-01	Repairs & Maintenance - Equipment	-	17,730.37	13,000	12,781.29	13,000	
2-31-00-214-02	Repairs & Maintenance - Vehicles	-	13,615.41	11,000	15,638.44	12,000	
2-31-00-215-00	Training	2,023.89	1,197.77	4,000	2,470.86	5,000	
2-31-00-216-00	Travel and Subsistance	-	585.52	2,000	2,244.63	2,500	
2-31-00-224-00	Memberships	-	-	-	114.28	120	
2-31-00-263-00	Rentals and Leases - Equipment	-	-	3,300	656.00	1,000	
2-31-00-510-00	Materials, Goods, Supplies	17,299.88	9,723.66	15,000	10,026.38	7,500	
2-31-00-511-00	Utilities	14,059.38	-	-	-	-	
2-31-00-513-00	Fuel	38,164.52	28,239.93	30,000	32,338.11	33,500	
2-31-00-515-00	Natural Gas	-	4,765.36	4,800	4,974.33	5,200	
2-31-00-516-00	Electricity	-	4,102.45	4,500	4,317.78	4,500	
2-31-00-517-00	Telephone	-	2,796.12	2,800	3,329.91	3,500	
2-31-00-518-00	Internet	-	920.00	1,000	866.42	1,000	
2-31-00-762-00	transfer to capital	-	-	-	-	-	
2-31-00-990-00	Discounts & Adjustments	19.08	19.08	20	45.00	50	
	IT	-	-	2,000	-	-	
TOTAL EXPENSES		140,901.71	160,159.82	165,833	191,708.99	187,909	160,160
NET		140,629.61	159,735.67	165,771	191,301.54	187,609	

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
ROADS, STREETS, WALKS, LIGHTS							
1-32-00-100-00	Road Operating Special Levy	(24,450.00)	(24,500.00)	(24,450)	(24,450.00)	(24,500)	
1-32-00-580-00	EV Charger Revenue	-	-	-	(813.80)	(850)	
1-32-00-590-00	Other Revenue From Own Sources	-	(4,050.00)	-	(15.23)	(30)	AB Govt permits
TOTAL REVENUE		(24,450.00)	(28,550.00)	(24,450)	(25,279.03)	(25,380)	-
ROADS EXPENSE							
2-32-00-110-00	Salaries and Wages	24,312.77	27,432.22	128,283	40,411.73	42,000	
2-32-00-120-00	Benefits	5,247.79	3,324.33	24,285	7,090.23	7,500	
2-32-00-210-00	Contracted Services	48,483.19	15,530.18	40,000	11,300.00	64,500	
2-32-00-213-00	Insurance	660.27	744.83	755	755.00	833	
2-32-00-214-00	Repairs and Maintenance	105,936.97	93,120.31	106,500	25,966.22	85,000	
2-32-00-214-02	R&M Equipment	-	1,236.00	5,000	5,400.20	5,500	
2-32-00-263-00	Equipment Lease / Rental	-	-	1,000	130.00	1,000	
2-32-00-510-00	Materials, Goods and Supplies	11,980.56	12,741.62	20,000	18,213.51	26,600	
2-32-00-511-00	EV Charging Station Internet/Power	-	587.89	1,500	1,584.00	1,950	
2-32-00-762-00	Transfer to Capital	29,025.13	-	10,500	-	-	
2-32-02-511-00	Street Lights	68,295.61	72,290.72	80,000	78,561.42	80,000	
TOTAL EXPENSE		293,942.29	227,008.10	417,823	189,412.31	314,883	
NET		269,492.29	198,458.10	393,373	164,133.28	289,503	

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
AIRPORT REVENUE							
1-33-00-560-00	Rental Revenue - Airport	(465.00)	-	(465)	(465.00)	(465)	
TOTAL AIRPORT REVENUE		(465.00)	-	(465)	(465.00)	(465)	-
AIRPORT EXPENSES							
2-33-00-210-00	Contracted Services	144.10	97.09	150	319.17	250	
2-33-00-213-00	Insurance	3,051.84	2,933.92	2,901	2,901.00	2,581	
2-33-00-214-00	Repairs and Maintenance	-	-	2,000	-	1,000	
2-33-00-513-00	Fuel	-	-	250	-	100	
2-33-00-510-00	Materials, Goods and Supplies	3,062.27	-	2,000	-	1,000	
2-33-00-511-00	Airport Utilities	1,236.39	1,377.71	1,400	1,626.86	1,675	
TOTAL AIRPORT EXPENSES		7,494.60	4,408.72	8,701	4,847.03	6,606	-
NET		7,029.60	4,408.72	8,236	4,382.03	6,141	

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
WATER REVENUE							
1-41-00-420-00	Sales of Water	(295,875.06)	(293,008.33)	(295,000)	(257,642.65)	(255,000)	
1-41-00-510-00	Penalties	(1,818.32)	(1,904.43)	(1,800)	(1,894.92)	(1,800)	
1-41-00-590-00	Resident Services	(902.00)	(1,180.00)	(1,000)	(870.79)	(1,000)	
1-41-00-940-00	Sales of Farm Water	(11,466.52)	(11,156.08)	(10,000)	(9,863.29)	(10,000)	
	Debenture	-	-	-	-	(2,000,000)	
		-	-	-	-		
TOTAL REVENUE		(310,061.90)	(307,248.84)	(307,800)	(270,271.65)	(2,267,800)	-
WATER EXPENSES							
2-41-00-990-00	Other Trans., Dis. & Adjustments	3,251.00	2,365.78	2,500	2,276.63	2,500	
2-41-01-110-00	Water Treatment Salaries	45,983.50	42,876.27	39,681	69,642.46	75,000	
2-41-01-120-00	Water Treatment Benefits	10,963.91	7,727.32	7,993	13,511.87	14,000	
2-41-01-210-00	W.T. Ridge Water Commission	28,449.26	123,986.91	18,500	16,030.94	16,500	
2-41-01-212-00	Shipping/Freight	-	5,751.73	6,000	7,522.72	7,700	
2-41-01-213-00	Water Treatment Insurance	16,270.67	17,364.77	18,234	18,234.00	17,472	
2-41-01-214-00	W.T. Repairs & Maintenance	26,313.95	-	-	-	-	
2-41-01-214-00	W.T. R&M - Building	-	-	500	473.31	1,000	
2-41-01-214-01	W.T. R&M - Equipment	-	16,722.90	30,000	22,440.84	30,000	additional equip changesfor water treatment
2-41-01-217-00	Water Testing	-	9,568.50	11,000	11,820.50	22,000	additional water testing
2-41-01-510-00	W.T. Materials, Goods & Supplies	(1,935.47)	221.93	2,000	2,728.75	2,000	
2-41-01-511-00	Water Treatment Utilities	47,879.79	-	-	-	-	
2-41-01-515-00	Natural Gas	-	6,776.86	6,800	7,381.86	7,600	
2-41-01-516-00	Electricity	-	40,426.57	42,000	37,001.73	38,100	
2-41-01-517-00	Telephone	-	937.36	1,000	951.96	1,000	
2-41-01-518-00	Internet	-	920.00	1,000	960.00	1,000	
2-41-01-519-00	Chemicals	-	10,254.49	12,000	8,375.14	12,200	
2-41-02-110-00	P&P Salaries	390.00	-	-	9,249.42	9,550	
2-41-02-120-00	P&P Benefits	73.65	-	-	1,447.63	1,500	
2-41-02-210-00	P&P Contracted Services	-	-	-	331.21	29,000	
2-41-02-213-00	P&P Insurance	2,710.36	2,892.61	3,037	3,037.00	4,232	
2-41-02-214-00	P&P Repairs & Maintenance	43,980.48	-	-	1,926.69	2,000	
2-41-02-214-00	P&P R&M - Building	-	-	2,000	99.77	5,000	
2-41-02-214-01	P&P R&M - Equipment	-	1,612.72	25,500	4,152.19	2,000	
2-41-02-510-00	P&P Materials, Goods & Supplies	188.32	-	1,000	1,827.89	1,000	
2-41-02-511-00	P&P Utilities	11,366.71	-	-	-	-	
2-41-02-515-00	Natural Gas	-	915.11	1,000	954.74	1,000	
2-41-02-516-00	Electricity	-	11,431.29	11,000	10,498.16	11,000	
2-41-03-110-00	Trans. Lines Salaries	1,355.50	1,856.99	6,086	10,096.04	10,400	
2-41-03-120-00	Trans. Lines Benefits	218.16	408.13	986	1,602.24	1,650	
2-41-03-210-00	Trans. Lines Contracted Services	17,481.67	3,356.79	5,000	3,773.36	2,027,000	overland piping/water purchase
2-41-03-213-00	Trans. Lines - Insurance	421.43	421.36	442	442.00	450	
2-41-03-214-00	Trans. Lines R&M	4,424.57	24,750.35	84,000	48,001.88	50,000	
2-41-03-510-00	Trans. Lines Materials, Goods & Supplies	10,633.64	4,255.07	8,000	32,140.22	8,000	
	transfer to capital	-	-	-	-	-	
TOTAL EXPENSES		270,421.10	337,801.81	347,259	348,933.15	2,411,854	
NET		(39,640.80)	30,552.97	39,459	78,661.50	144,054	

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
WASTE WATER REVENUE							
1-42-00-410-00	Sales of Goods	(20.00)	-	(1,000)	(30.00)	-	
1-42-00-420-00	Sales of Sewage Services	(102,451.61)	(104,037.36)	(104,000)	(95,596.65)	(96,000)	
1-42-00-421-00	Sales of Services - Other	(1,180.28)	(1,550.58)	(1,000)	(3,202.01)	(1,000)	
TOTAL REVENUE		(103,651.89)	(105,587.94)	(106,000)	(98,828.66)	(97,000)	-
WASTE WATER EXPENSES							
2-42-00-110-00	Salaries and Wages	10,753.30	10,067.95	10,380	20,115.15	20,700	
2-42-00-120-00	Benefits	2,510.87	1,690.36	2,122	3,583.54	3,700	
2-42-00-210-00	Contracted Services	7,820.74	3,309.14	5,000	273.00	314	utility safety partners
2-42-00-213-00	Insurance	1,609.76	1,713.99	1,800	1,800.00	2,056	
2-42-00-214-00	Repairs and Maintenance	20,215.70	32,036.91	33,000	18,346.22	27,500	
2-42-00-510-00	Materials, Goods and Supplies	7,298.57	7,265.51	10,000	11,186.49	12,000	
2-42-00-511-00	Utilities	8,846.56	-	-	-	-	
2-42-00-515-00	Natural Gas	-	1,356.46	1,400	1,287.03	1,400	
2-42-00-516-00	Electricity	-	7,674.62	7,700	6,681.64	7,000	
2-42-00-990-00	Other Trans., Discounts & Adjustments	1,278.75	1,010.12	1,500	965.71	1,000	
TOTAL EXPENSES		60,334.25	66,125.06	72,902	64,238.78	75,670	-
NET		(43,317.64)	(39,462.88)	(33,098)	(34,589.88)	(21,330)	-

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
SOLID WASTE REVENUE							
1-43-00-420-00	Sales of Garbage Service	(115,876.39)	(116,156.21)	(117,000)	(113,404.05)	(115,000)	
1-43-00-590-00	Other Revenue from Own Sources	(190.00)	(2,103.50)	-	(2,198.50)	(200)	
1-43-01-590-00	Recycling - Other	(1,294.04)	(769.29)	(700)	(1,629.25)	-	
	Circular Materials	-	-	-	-	(11,000)	
	TOTAL SOLID WASTE REVENUE	(117,360.43)	(119,029.00)	(117,700)	(117,231.80)	(126,200)	-
TRANSFER STATION REVENUE							
1-43-00-550-00	Return on Investments	(124.73)	(275.65)	(270)	(280.33)	(275)	
1-43-00-850-00	County of Warner and Coutts	(12,115.80)	(12,115.80)	(12,115)	(12,129.00)	(12,130)	
	TOTAL TRANSFER STATION REVENUE	(12,240.53)	(12,391.45)	(12,385)	(12,409.33)	(12,405)	
SOLID WASTE EXPENSE							
2-43-00-110-00	Salaries and Wages	33,146.51	36,368.76	37,496	37,727.21	38,850	
2-43-00-120-00	Benefits	7,468.38	6,445.74	7,815	7,045.70	7,850	
2-43-00-213-00	Insurance	641.44	727.00	735	735.00	798	
2-43-00-214-00	Garbage Repairs and Maintenance	9,644.25	3,317.94	14,000	23,436.11	20,000	
2-43-00-510-00	Garbage Materials, Goods, Supplies	34.80	-	1,500	1,156.43	1,000	
2-43-00-513-00	Fuel	12,126.16	10,283.86	12,000	10,987.04	11,500	
2-43-00-765-00	Chief Mountain Commission	25,991.53	25,082.91	26,500	27,395.18	28,200	↑ from \$31.24 / per to \$32.18 @827
2-43-00-990-00	Other Trans., Disc. & Adjustments	1,124.00	1,091.13	1,100	3,040.17	3,000	
2-43-01-210-00	Recycling Contracted Services	6,253.30	7,173.11	12,000	16,501.68	14,500	
2-43-01-213-00	Recycling Insurance	55.85	55.84	59	59.00	60	
	TOTAL SOLID WASTE EXPENSES	96,486.22	90,546.29	113,205	128,083.52	125,758	
TRANSFER STATION EXPENSES							
2-43-00-111-00	Wages - Transfer Station	20,869.24	20,979.79	21,630	20,976.22	21,500	
2-43-00-121-00	Transfer Station Benefits & W.C.B.	495.63	478.77	494	483.99	500	
2-43-00-211-00	Transfer Stn. Supply / Service / Repair	-	-	500	940.89	1,100	
2-43-00-511-00	Transfer Station Cell Phone/Utilities	1,736.38	1,932.88	2,000	2,033.97	2,100	
	TOTAL TRANSFER STATION EXPENSES	23,101.25	23,391.44	24,624	24,435.07	25,200	
	NET: SOLID WASTE	(20,874.21)	(28,482.71)	(4,495)	10,851.72	(442)	
	NET: TRANSFER STATION	10,860.72	10,999.99	12,239	12,025.74	12,795	
	NET: OVERALL	(10,013.49)	(17,482.72)	7,744	22,877.46	12,353	

Town of Milk River Operating Budget 2025 Draft

	2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
CEMETERY REVENUES						
1-56-00-420-00 Cemetary Sale of Service	(3,600.00)	(3,400.00)	(2,500)	(3,573.81)	(3,000)	
TOTAL REVENUE	(3,600.00)	(3,400.00)	(2,500)	(3,573.81)	(3,000)	-
CEMETERY EXPENSES						
2-56-00-770-00 Grants To Individuals & Organizations	5,000.00	5,000.00	5,000	5,000.00	5,000	
TOTAL EXPENSES	5,000.00	5,000.00	5,000	5,000.00	5,000	-
NET	1,400.00	1,600.00	2,500	1,426.19	2,000	-

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
PLANNING & DEVELOPMENT REVENUES							
1-61-00-420-00	Planning / Development Services	-	(300.00)	(200)	(180.00)	(200)	
1-61-00-520-00	Development Permit Revenue	(630.00)	(750.00)	(750)	(544.66)	(550)	
1-61-00-521-00	Permit Revenue from Agencies	(9,285.97)	(1,794.50)	(1,500)	(518.49)	(550)	
1-62-00-420-00	Business Licenses	-	(5,419.00)	(5,400)	(6,105.00)	(5,900)	
1-62-00-590-00	Other Revenue	-	-	-	(150.00)	-	
TOTAL REVENUES		(9,915.97)	(8,263.50)	(7,850)	(7,498.15)	(7,200)	
SUBDIV, LAND & DEV REV							
1-66-00-410-00	Sale of Land	-	(71,581.23)	(50,000)	(73,518.35)	-	
TOTAL SUBDIVISION REVENUES		-	(71,581.23)	(50,000)	(73,518.35)	-	-
PLANNING & DEVELOPMENT EXPENSES							
2-61-00-210-00	Contracted Services	13,185.20	13,111.27	15,000	17,264.92	24,000	
TOTAL PLANNING & ZONING EXPENSE		13,185.20	13,111.27	15,000	17,264.92	24,000	-
ECON. DEV./COMM SERV EXP							
2-62-00-210-00	EDT - Contracted Services	-	-	26,500	17,250.00	-	
2-62-00-510-00	EDT Materials, Goods and Supplies	2,365.70	1,836.20	2,000	130.17	200	
2-62-00-765-00	EDT Con't To Own Mun. Agencies	824.00	824.00	900	824.00	825	
2-62-00-770-00	Heritage Handi Bus	4,890.00	4,890.00	4,890	4,890.00	4,890	
TOTAL EC D. EXPENSES		8,079.70	7,550.20	34,290	23,094.17	5,915	-
SUBDIV, LAND & DEV EXP							
2-66-00-210-00	Contracted Services	25,430.40	21,690.00	100,000	9,055.45	61,000	
	Transfer to capital	-	-	30,000	30,000.00	-	
TOTAL SUBDIVISION EXPENSES		25,430.40	21,690.00	130,000	39,055.45	61,000	-
NET: PLANNING AND DEVELOPMENT		3,269.23	4,847.77	7,150	9,766.77	16,800	
NET: SUBDIVISION		25,430.40	(49,891.23)	80,000	(34,462.90)	61,000	
NET: ECONOMIC DEVELOPMENT		8,079.70	7,550.20	34,290	23,094.17	5,915	
NET: OVERALL		36,779.33	(37,493.26)	121,440	(1,601.96)	83,715	

Town of Milk River Operating Budget 2025 Draft

	2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
RECREATION GENERAL REVENUE						
1-72-00-840-00 Summer Jobs Grant	-	-	(6,055)	-	(5,400)	
1-72-00-590-00 other revenue from own sources	-	(268.10)	-	(400.00)	-	-
TOTAL REVENUE	-	(268.10)	(6,055)	(400.00)	(5,400)	-
RECREATION GENERAL EXPENSES						
2-72-00-110-00 Salaries and Wages	73,411.64	71,249.29	73,458	84,669.93	87,083	
2-72-00-120-00 Benefits	15,541.46	10,725.32	13,647	14,421.82	14,833	
2-72-00-210-00 Contracted Services	11,155.00	7,733.34	25,000	10,204.72	20,000	arbourist
2-72-00-213-00 Insurance	5,135.90	5,485.10	5,760	5,760.00	5,827	
2-72-00-214-01 Repairs & Maintenance - Building	-	129.68	150	668.54	36,275	curling rink roof
2-72-00-214-02 Repairs & Maintenance - Equipment	3,027.66	3,835.53	10,000	3,969.89	5,000	
2-72-00-215-00 Training	-	-	1,500	-	1,000	
2-72-00-510-00 Materials, Goods & Supplies	2,828.61	354.13	10,000	1,435.15	16,000	chemical added / \$6000 turf
2-72-00-511-00 Utilities	23,180.25	-	-	-	-	
2-72-00-515-00 Natural Gas	-	7,016.99	7,000	4,859.24	5,000	
2-72-00-516-00 Electricity	-	30,387.49	32,000	11,205.52	30,000	to account for curling
2-72-00-762-00 transfer to capital	-	-	-	-	-	
TOTAL EXPENSES	134,280.52	136,916.87	178,515	137,194.81	221,018	-
NET	134,280.52	136,648.77	172,460	136,794.81	215,618	-

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
REC - CAMPGROUND REV							
1-72-01-420-00	Sale of Services	(21,623.14)	(12,957.49)	(13,000)	(19,234.30)	(17,000)	
TOTAL CAMPGROUND REV		(21,623.14)	(12,957.49)	(13,000)	(19,234.30)	(17,000)	-
RECREATION - CAMPGROUND							
2-72-01-210-00	Contracted Services	588.75	-	500	-	5,000	
2-72-01-213-00	Insurance	330.35	318.90	336	336.00	340	
2-72-01-214-00	Repairs & Maintenance	7,388.28	3,945.83	4,000	2,978.47	4,000	
2-72-01-214-01	R&M Building	1.00	204.41	205	1,331.72	1,000	
2-72-01-510-00	Mat., Goods & Supplies	3,171.85	3,468.22	4,500	2,806.06	2,500	
2-72-01-511-00	Utilities	23,180.25	-	-	-	-	
2-72-01-515-00	Natural Gas	-	1,722.80	1,800	1,888.60	1,950	
2-72-01-516-00	Electricity	-	28,702.38	30,000	26,842.11	27,650	
	transfer to capital	-	-	15,800	-	-	
TOTAL CAMPGROUND EXP		34,660	38,362.54	57,141	36,183	42,440	-
NET		13,037.34	25,405.05	44,141	16,948.66	25,440	-

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
RECREATION - POOL REV							
1-72-02-410-00	Sale of Goods - Pool	(8.55)	(204.26)	(200)	(93.20)	(100)	
1-72-02-420-00	Sales of Services - Pool	(5,671.43)	(14,994.65)	(15,000)	(14,996.06)	(15,000)	
1-72-02-560-00	Pool Rentals	-	(428.57)	(200)	(142.86)	(150)	
1-72-02-590-00	Other Revenue from Own Sources	-	(95.75)	-	(200.00)		
1-72-02-850-00	Local Gov't Conditional Grants	(24,048.00)	-	(24,500)	(25,000.00)	(25,000)	
	Donation	-	-	-	-	(85,000)	
	Summer Jobs Grant	-	-	(35,500)	-	(26,400)	
	TOTAL POOL REVENUE	(29,727.98)	(15,723.23)	(75,400)	(40,432.12)	(151,650)	
RECREATION - POOL							
2-72-02-110-00	Salaries and Wages	33,595.49	76,636.12	79,012	134,037.84	80,000	
2-72-02-120-00	Benefits	1,613.59	3,387.22	3,492	7,959.19	4,500	
2-72-02-210-00	Contracted Services	3,805.80	6,238.82	10,000	7,800.24	5,000	
2-72-02-212-00	Shipping/Freight	-	-	-	1,532.00	1,550	
2-72-02-213-00	Insurance	1,974.84	2,107.64	2,213	2,213.00	3,505	
2-72-02-214-00	Repairs & Maintenance	1,104.37	-	1,000	-	-	
	Repairs & Maintenance - Building	-	-	1,000	5,990.00	1,000	
2-72-02-214-00	Repairs & Maintenance - Pool	-	7,028.40	2,000	276.99	100,000	liner/skimmer
2-72-02-215-00	Training	3,743.74	1,896.67	3,000	915.00	2,500	
2-72-02-510-00	Materials, Goods & Supplies	12,936.43	3,298.64	-	2,267.84	1,000	
2-72-02-511-00	Utilities	13,578.71	-	-	-	-	
2-72-02-515-00	Natural Gas	-	13,396.00	13,500	13,768.52	14,200	
2-72-02-516-00	Electricity	-	12,801.35	13,000	20,055.11	20,200	
2-72-02-517-00	Telephone	-	596.16	600	596.37	600	
2-72-02-518-00	Internet	-	100.00	100	160.00	160	
2-72-02-519-00	Chemicals	-	10,633.29	6,000	4,994.14	5,200	
2-72-00-762-00	transfer to capital	-	-	-	-	-	
	TOTAL POOL EXPENSE	72,352.97	138,120.31	134,917	202,566.24	239,415	
	NET	42,624.99	122,397.08	59,517	162,134.12	87,765	

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
Golf Course Revenue							
TOTAL REVENUE		-	-	-	-	-	-
Golf Course Expenses							
2-72-03-510-00	Materials, Goods and Supplies	-	-	-	5,966.74	8,500	water hauling
	Insurance	-	-	-	-	7,474	building
	Repairs & Maintenance - Building	-	-	-	-	6,000	eavestrough
	Donation	-	-	-	-	50,000	as per Feb Council meeting
2-72-03-516-00	Golf Course Electricity	7,837.01	6,717.13	7,000	4,735.23	4,900	
TOTAL EXPENSES		7,837.01	6,717.13	7,000	10,701.97	76,874	-
NET		7,837.01	6,717.13	7,000	10,701.97	76,874	-

Town of Milk River Operating Budget 2025 Draft

		2022 Actual	2023 Actual	2024 Budget	2024 YTD 31-Dec	2025 Budget	Explanation
CULTURE AND LIBRARY REVENUE		-	-	-	-	-	
TOTAL REVENUE		-	-	-	-	-	
CULTURE AND LIBRARY EXPENSES							
2-74-00-765-00	Municipal and Regional	20,782.24	20,301.12	20,301	20,316.64	20,301	
TOTAL EXPENSES		20,782.24	20,301.12	20,301	20,316.64	20,301	-
NET		20,782.24	20,301.12	20,301	20,316.64	20,301	-

2025 Operational Projects	
Council	
Remuneration Increase (4000 to 4500 / 3500 to 4000 x 4)	\$ 2,500.00
Election	\$ 9,000.00
Regional Orientation	\$ 1,200.00
Professional Development	\$ 3,000.00
	\$ 15,700.00
Administration	
Wage Step	\$ 6,000.00
Owl and TV	\$
Communications	\$ 12,000.00
Grant Writing Services	\$ 20,000.00
Atrium Repairs	\$ 5,000.00
Eavestrough / Power Repairs	\$ 10,000.00
	\$ 53,000.00
Roads	
Sand Increase	\$ 9,000.00
	\$ 9,000.00
Water	
Water purchase from SMRID	\$ 10,332.00
Overland pipe project	\$ 2,000,000.00
Debenture	-\$ 2,000,000.00
Rain Barrels	\$
Inter Basin Engagement	\$ 500.00
Toilet Rebate (450/2=225 accounts x \$50)	\$
	\$ 10,832.00
Planning and Development	
Orthophoto	\$ 2,800.00
Demolition of Theatre	\$ 61,000.00
	\$ 63,800.00
Pool	
Liner/Skimmer	\$ 85,000.00
	\$ 85,000.00
Golf Course	
Building Insurance	\$ 7,474.00
Water Hauling	\$ 8,500.00
Eavestrough	\$ 6,000.00
Donation (as per February Council meeting)	\$ 50,000.00
	\$ 71,974.00
Curling Rink	
Roof	\$ 36,075.00
	\$ 36,075.00
Grand Total	\$ 293,606.00

Move away from paper utility bills
move away from paper cheques

camera 1 street NE to manhole for drainage

larry's service line

re-adhere areas of rubber surfacing where cracked
paint floor
install benches

campground light



TOWN OF MILK RIVER
VILLAGE OF WARNER

PROJECT DESIGN AND GRANT WRITING SUPPORTS

05/02/2025

Make your community project
go further



February 5, 2025

Kelly Lloyd, Chief Administrative Officer
Town of Milk River / Village of Warner

Dear Mrs. Lloyd,

Please accept the enclosed as a proposal for the delivery of services in keeping with our conversations. This is for the role of project design and grant writing with the Town of Milk River and the Village of Warner. Progressive West Consulting understands the potential scope of services to primarily encompass our team working closely with your staff to identify grant funding possibilities that align with your existing projects, but also to bring forward potential projects that have additional grant-funded possibilities for your consideration. These services would also be available to community groups and non-profits in your communities at your discretion as a value-add from your administrations back to the communities that you serve. The intent is for Milk River and Warner to achieve the highest possible leverage ratio they can within the limits of your ability to leverage that return.

Mrs. Lloyd, the team at PWC does what we do because we value doing work that makes life better for our friends and neighbours. It gets us out of bed and drives us to work hard and passionately at what we do. If you engaged us to work on this project, you would find us dedicated and motivated to the task. And we're good at what we do.

Our team has an ever-lengthening track record of success across the organizations we have been associated with; a list that includes such names as SouthGrow, Alberta Transportation, Community Futures, Alberta Municipalities, Economic Developers of Alberta, the Lethbridge Chamber of Commerce, the Towns of Taber, Raymond, and the MD of Taber, and the Lethbridge Downtown BRZ.

Thank you in advance for considering our proposal.

Sincerely,

Peter Casurella
President
Progressive West Consulting
1-403-849-7225
peter.casurella@progressivewestc.com



Proposed Services

Project Design, Research, and Grant Writing

Municipalities are in a unique position right now. Funding constraints from the Provincial Government have imposed significant cost pressures on local budgets and administrations are struggling to achieve their goals. While there is a robust grant ecosystem in Canada, increasing competition for those grants has led to growing scarcity and knowing what you are doing really matters. The majority of current grant opportunities span sectors that speak to government priorities such as clean-tech, energy efficiency, ESG, labour force development, emissions reduction, and tourism development. Importantly, many of these grant-funding opportunities offer retrofit opportunities that save municipalities a lot of money by reducing direct energy costs. And things are changing. A new Federal government in the next year will mean new priorities, new targets, and new opportunities.

Our team is heavily experienced in finding grant funding to fit your established objectives, and in designing projects that fit grant funding opportunities. In an ideal world you would pursue projects based purely on identified need, but in the unique position mentioned above, we can help you find ways to leverage grant streams so that you leverage taxpayer dollars as far as they can go.

Service Scope: 0.5 FTE Equivalent

Note: Scope of service is outcome based, not time based.

Components:

1. Operational fulfillment of standard grant submissions for your communities and community associations.
2. Grant writing as assigned for your existing projects. (This is where you outsource your identified work to us, the stuff you planned to do anyways.)
3. Presentation of additional grant funding opportunities and project design. (This is where we proactively present you with opportunities your team hadn't thought of and find ways to leverage your funding further.)



Considerations:

1. Grants require leverage to make them fly. Having reserves in hand to enable the wins we get is something to consider, or allowing us to pitch new spend to council if or when we unlock leveraged funds.
2. Many grants require non-profit lead applicants. It is our common practice to have our client (you) partner with community groups to pursue grant applications that have wide community benefit. Having good and productive partnerships between town staff and community non-profits to enable these partnerships is essential. We advise providing our services to such partnerships as part of the scope of services.
3. There are no guarantees in grant writing, but if you don't write them you never win them. We cannot provide guarantees on our success rate, but we can provide a transparent process and open lines of communication so that you can judge our performance directly.
4. We would require a constant point of contact in town administration who would act as our 'supervisor' or point of contact. We will often need information or help from people across the organization, and so having a formal introduction to the entire town team upon signing a contract would be useful. We will operate most effectively if we are considered just 'part of the team' for all intents and purposes. The closer we can be integrated into the staff team the more effective we can be.

Investment	\$40,000 per year Paid in monthly installments billed at the end of each calendar month.
Period	12 Month commitment requested. Appropriate exit clauses for all parties to be included in contract.
Primary Metrics	Total Number of grants applied for Number of dollars applied for Number of grants written on behalf of staff (offload of work) Number of new projects designed Number of new grants written (work staff normally would not have done)
Secondary Metrics	Number of grant dollars secured Grant success rate (%)

Note: These are secondary metrics due to long-timelines for adjudication of grant applications. Many may not be responded to within the 12 month period.



Grant Examples

There's a lot of grants out there and goal is to get you in line for as many as possible. We have a lot of experience in this space and have worked with most of the grant-providers.

Experience matters. We know who to talk to, when to ask for more, when to ask for less, and how to tailor our ask in a way that gets to the heart of the outcomes that the grant provider is looking for.

Flexibility on the applicant's side is necessary to be successful. We look for ways to tweak your project so that you still get your core outcomes, but the grant-provider gets there's as well.

- Alberta Community Partnership Grants (AB)
- Alberta Municipal Water/Wastewater Partnership Grants (AB)
- Clean Energy Improvement Program (MCCAC)
- Community Buildings Energy Efficiency Retrofit Program (MCCAC)
- Community Building Monitoring and Analysis Grant (FCM)
- Community Facility Enhancement Program (AB)
- Community Initiatives Program (AB)
- Economic Recovery Grant Funding (AB)
- Enhanced Capacity Advancement Program (AB)
- Green Transit Incentives Program (AB)
- Federal Small Communities Fund (Can)
- Municipal Operating Support Transfer (Can)
- Municipal Sustainability Initiative (AB)
- Police Service Business Case Grant (AB)
- Stabilize Program (AB)
- Strategic Transportation Infrastructure Program (AB)
- Sustainable Affordable Housing (FCM)
- Tourism Development Grants (AB)
- Water Conservation Community Project (FCM)
- Water for Life Program (AB)





Example Project #1 - Community Partnerships

Community Facility Enhancement Projects

The CFEP grant has 2 streams, small and large, with respective amounts of \$125,000 and \$1 million. Importantly, these grants have to be applied for by non-profit community organizations. Your communities are well-served by community organizations that are willing to work with town staff on projects of mutual importance.

PWC would liaison with community non-profits to see strong grant applications put in for vital improvements to community facilities.

Outcomes:

1. Local non-profits advance professional grant applications for facility enhancements.
2. Town / Village administration is seen as providing that service to community groups in a collaborative approach to enhancing community partnerships.
3. Town / Village staff and council have strong input on the prioritization of grant applications from community non-profits because of the provision of this service to community groups.





Example Project #2 - Energy Cost Savings

Federation of Canadian Municipalities and the MCCAC

Both the FCM and Alberta Municipalities have grant options available for retrofitting and upgrading local municipal buildings to improve their energy efficiency. The best part is that these grants can be stacked together!

Our team could work alongside your staff to identify projects that fit your budget that will help you lower your long-term energy costs, and then apply to both funds to help pay for those. We would also tap into matching grants from FortisAlberta and ATCO to make this happen.

Outcomes:

1. Milk River and Warner are able to afford critical upgrades to municipal buildings to make them more energy efficient.
2. Out of pocket expenses for both communities will decrease by the amount of money saved.
3. Energy savings are multiplied by reduction in carbon tax payments.
4. Cost savings can pay for additional retrofits.



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Funding opportunities

We've got you covered with the right type of project funding, from plans and studies to pilots, capital projects and more. Grants are available for planning, studies and pilot projects. Loans are available for capital projects, and most recipients receive an additional grant of up to 15% of their loan amount.

Use the filters below to find available funding for your project.



Fees and Schedule

Fee Schedule

Project Design and Grant Writing Stand-alone Service

\$40,000 (+GST)

Dates: TBD. 12 months from agreement date onward

Fee to be paid in 12 equal installments billed on the last day of each calendar month.

Admin Grant and Proposal Writing

Community Partnership Grant and Proposal Writing

Proactive Project Proposals and Grant Writing

Monthly Grant Report

Project Design

Project Research

Community and Staff Liasoning

Project Communications and Reporting



Similar Projects

Grant Writing for the SouthGrow Regional Initiative 2018 - Present

Holding the administrative contract for the municipalities of the SouthGrow Regional Initiative, our team has secured grants from numerous funders. These include Natural Resources Canada, Prairies Canada Economic Development, Infrastructure Canada, Jobs Economy and Trade, The Rural Development Network, Service Alberta, Agriculture and Irrigation Alberta and many many more. This is where we refined our skills and became very good at what we do.

Town of Taber Grant Writing 2023 - Present

We have been working with the Town of Taber in the precise capacity we are proposing here for two full years and have just embarked on the third year of work with them. In that time we have helped the town and their community groups apply for a few dozen grants totaling almost \$12 million. We have secured over \$1.5 million in funding thus far with outstanding awards still in contention. Notable successes were the CFEP Large grant for the Star on 54th for \$530,000, the community CEIP program worth hundreds of thousands of dollars per year, and the still pending GICB grant worth \$7,929,856.

MD of Taber Grant writing 2024 - Present

Our success in the Town of Taber landed us a contract doing the same work with the MD of Taber. This contract is one year old and we have just signed our second year. In the past 12 months we helped them and their community groups apply for \$3,246,044. Most of this remains outstanding, but so far we have succeeded on \$123,229 in grants for the community with only a 'no' on a \$15,000 grant so far.

Town of Raymond - Municipal Energy Management and Grant Writing 2021 - Present

We have been writing grants for the Town of Raymond since 2021 when we were engaged as the Municipal Energy Managers. Since then, we have helped Raymond apply for several million dollars worth of grants. Notable successes include \$200,000 for EV stations in town, \$125,00 for a new pool liner from the CFEP Small Grant stream, \$40,000 for new AV equipment for Victoria Sports park, and \$40,000 for a Reallce installation at the Rink. We have outstanding grant applications for over \$2 million to both the FCM and GICB for critical physical plant upgrades and energy efficiency upgrades for multiple community buildings.

Siksika Nation Grant Writing 2024 - Present

Our relationship with Siksika is only 5 months old, but we have already submitted numerous grants on their behalf. Siksika has opted to pay per grant submission and we negotiate the price as needed.



Staff Profiles

Great teams produce great results! At Progressive West Consulting we are an enthusiastic, motivated, group of talented individuals deeply committed to the work we do in communities. The success of our projects has been due in large part to the complimentary skills of the team but also because of our extensive engagement experience, bridging divides, and identifying common core values. Our resumés are attached to the end of this proposal.

Peter Casurella, M.A., B.A., B.A. - Chief Executive Officer

Peter's professional experience covers two decades and numerous industry sectors. He's worked extensively in economic and community development, communications, marketing, policy development, fundraising, academia, residential and commercial trades, and even an underground gold-mine in Nevada. His wide range of experience, education, and competencies lets Peter build and manage projects that see all sides of the picture. He is adept at communicating effectively with the entire range of stakeholders that communities have to offer and has a gift for translating complex topics in a way that makes them accessible to everyone. Peter has spent the past 6 years working with the 30 municipalities of the SouthGrow Regional Initiative and has an innate understanding of the complex social environments and internal political considerations that govern municipal projects and the landscape of Southern Alberta. Peter's personal motto is "always improve" and he brings that ethic to every project he touches.



Peter has three post-secondary degrees, including a Masters Degree in Philosophy. He lives in Lethbridge with his wife and two children, but considers himself a citizen of the region rather than just one city.



Kim Welby, B.A., NACLAA - Chief Operations Officer

Kim's experience working with municipalities is very multi-faceted. Before working with Progressive West Consulting and with SouthGrow, Kim worked as an economic development officer with Community Futures in Taber, where she led projects like the re-branding of the local Chamber of Commerce and the Vauxhall business society.



Before this Kim spent years working with Alberta Transportation, with the Alberta Urban Municipalities Association, and even in a law office. She is adept at facilitating strategic planning and engagement sessions and then integrating the outcomes of public feedback processes with objective research, helping our team find an informed balance between public opinion and best practice. Additionally, her specific training in local government administration lets our team operate with the lens of local administration.

Jessie Stilson, BMgt - Marketing Manager

As a formally trained marketing professional, Jessie rounds out the comprehensive community knowledge of our team with raw technical skills and talent. Her graphic design proficiencies lets PWC turn knowledge and strategy into striking visual curb appeal. Jessie has demonstrated this again and again in her career with such prominent branding projects as the Lethbridge Downtown BRZ rebranding exercise and a branding guide for a private company called Plan Well (planwellguide.com). Jessie complements her technical work by backing it up with solid market research and approaches the creative process armed with extensive knowledge of the issues at stake and with the end use of the project in mind.



Emma Dering, BFA - Grants Manager

Emma is a seasoned professional with extensive experience in grant management and writing, spanning back to 2017. Commencing her career collaborating with esteemed faculty members at the University of Lethbridge, Emma demonstrated her proficiency in crafting persuasive proposals for academic research initiatives. Over time, she transitioned into the domain of grant writing, where she now dedicates her expertise to securing economic development funding for her clientele. Equipped with a Bachelor of Arts in English and a

Master of Fine Arts in Creative Writing, Emma possesses a robust skill set encompassing grants administration, writing, and editing, making her an invaluable asset in achieving funding objectives.



Makayla Gross - Marketing Coordinator

Makayla Gross is an accomplished marketing professional with a Bachelor's of Management and a strong background in digital marketing, focusing on economic development, agriculture, and enterprise initiatives. As the Marketing Coordinator at PWC, she brings expertise in brand growth, ensuring consistent and impactful branding across projects. Makayla's experience spans the management of diverse marketing strategies, from social media and email campaigns to website development and event planning. She also founded and operates Westward Marketing Solutions, where she delivers tailored marketing solutions for both large and small organizations. Known for her ability to build strong client relationships and deliver results, Makayla leverages her diverse skill set to drive growth and engagement.



Greg Wagland, B.A. - Data and Analytics

Greg Wagland is a self-described 'data geek' who has spent his career using data analytics to drive high level decision making at organizations like the Toronto Symphony Orchestra, The Mustard Seed, the Calgary Health Foundation, DonorVoice, and Food Banks Canada. Mr. Wagland is a master of automating the analysis of big-data sets and picking out key insights from that data.

No consultancy should leave home without a 'Greg'. Mr. Wagland is recognized for his skill in not only navigating but also demystifying the intricate world of data for stakeholders at all levels. His ability to distill complex data into actionable intelligence is a testament to his proficiency and passion for data analytics, making him an invaluable asset to any organization seeking to ground their strategic vision in solid empirical evidence.

Greg was raised in Ontario and imported to southern Alberta. He lives in Airdrie with his wife and daughter.



REFERENCES



Jim Willett

Chairperson of the SouthGrow Regional Initiative

Email: jimwillett@couttsalberta.com

Phone: 1-403-492-6592

Relationship to Progressive West Consulting: As the Chairperson for the SouthGrow Regional Initiative, Mr. Willett has been the chief executive officer of the association for which PWC has provided administrative services for the past 4 years and is deeply familiar with the qualifications and qualities of the PWC team. Mr. Willett has observed our work across dozens of projects in this time period, and even sat on the board of Community Futures Taber when Ms. Welby worked there. He is well placed to comment on how PWC goes above and beyond, exceeds expectations, and delivers value.



Henry Doeve

Chairperson of the Link Pathway Committee

Email: doevehenry@gmail.com

Phone: 1-403-382-0263

Relationship to Progressive West Consulting: Henry and the Link Pathway hired Progressive West Consulting to lead public consultations on a 15 km bike pathway from the City of Lethbridge to the Town of Coaldale. The relationship has gone so well that he has successively hired us to complete the route finding (done), engage in ongoing project coordination and development, and lead on the fundraising. The project has involved a lot of visual brand development work and reporting which can be found on their website at www.linkpathway.org. Henry is well placed to speak to our ability to navigate complex public engagement issues that involve both citizens at large and elected officials, and churn out branded communications that are well-researched, visually appealing, and effective in communicating the needs of the project.



REFERENCES



Greg Robinson

Community Development Director at the Town of Raymond

Email: robinson@raymond.ca


Phone: 1-403-317-4144

Relationship to Progressive West Consulting: Mr. Robinson has appreciated working with us so much he's hired us twice, first to take on the administration of SouthGrow in his previous role as Chairperson, and currently to engage in Municipal Energy Management and Community Project Management. Greg has worked closely with PWC on projects ranging from gas-station remediation to event design and promotion and a whole lot more. He is well positioned to speak authoritatively about our ability to integrate strategy and design, but even more so, our ability to generate community consensus and buy-in on complex municipal issues.

Additional References Available Upon Request!



Appendix A: Team Resumes



"Nothing of me is original. I am the combined effort of everyone I've ever known."

— Chuck Palahniuk

Peter Casurella

M.A. Phil., B.A. Phil, B.A. Eng. Lit

Peter Casurella is a management professional with a unique combination of experience in project management, government relations, stakeholder and public relations, research, and collaboration building, supplemented by wide-ranging experience in the trades, academia, non-profits, and policy and governance roles. Peter founded Progressive West Consulting in 2017 and in 2018 he took on the administrative contract for the SouthGrow Regional Initiative, a regional economic development alliance representing some 30 communities. Since then, Peter has built Progressive West into an organization with three full-time staff and numerous subcontractors who work alongside as subject matter experts. Peter is specifically talented at seeing and understanding the strategic vision, building achievable operational plans to reach that vision, and then securing stakeholder buy-in and support for a collaborative team-effort approach.

HIGHLIGHTED EXPERIENCE

Consultant, Progressive West Consulting

- Provided management services to the SouthGrow Regional Initiative since 2017 (below).
- Private business owner with a wide portfolio of municipally focused capital or strategic planning projects.
- Assumed route-finding for Link Pathway Committee and negotiated path access with federal and provincial government and private landowners resulting in approved pathway route. Led public consultation process.
- Funded, initiated, and staffed Municipal Energy Manager program for the Town of Raymond. Built and advanced \$1.25 million in projects to the funding stage, conducted energy audits on thirteen municipal facilities, provided opportunity registers for all facilities.
- Project managed former gas-station site remediation for Town of Raymond.

Executive Director, SouthGrow Regional Initiative

- Led a regional economic development alliance of 30 member communities, reporting to a Board of Directors of elected councilors.

SELECT PROFESSIONAL EXPERIENCE

- 2017 to Present: Progressive West Consulting / SouthGrow Regional Initiative - Director, Economic Development
- 2016 - 2017 Policy Analyst at the Lethbridge Chamber of Commerce.
- 2016 Marketing Manager at Jedwin Media
- 2014 - 2016: Advancement Coordinator at Lethbridge Family Services

EDUCATION

McMaster University

- Master of Arts (M.A.) Philosophy, 2013

University of Lethbridge

- Bachelor of Arts (B.A.) Philosophy, 2010

University of Lethbridge

- Bachelor of Arts (B.A.)
- English Literature, 2006

HIGHLIGHTED EXPERIENCE

Executive Director, SouthGrow Regional Initiative Cont'd

- Increased member communities from 24 to 30, restructured the Board, increased the visibility and awareness of SouthGrow initiatives, sustained initiative through GOA cuts, refunded organization from members.
- Managed a large portfolio of regional projects, including management of contractors, and oversight of projects advanced by partnering agencies.
- Administered the On-Farm Energy and Solar programs through CAP that delivered millions of dollars of upgrades to farm producers in southern Alberta.
- Led the Southern Alberta Alternative Energy Partnership as one of the managing members and oversaw the announcement of REP 2 with over 300 MW of new energy generation in southern Alberta, profiled \$2 billion in investments, held energy forums, provided community training on renewable energy adoption, led grid-modernization coalition to advance regulatory and legislative changes.
- Finalized the Peaks to Prairies project, resulting in 20 fast-charging EV stations built out in southern Alberta by the end of 2019. Built and secured \$2 million Zero Emissions Vehicle Infrastructure Program from Natural Resources Canada for 2021 – 2023 implementation.
- Assumed administration of the Highway 3 Twinning Development Association, hired and coached staff, and was instrumental in securing \$150 million dollars in funding for twinning 46 kilometers of highway. Numerous other advancements from planning to small projects.
- Delivered multiple broadband projects as part of strategic vision for Southern Alberta, including community broadband reports, regional asset mapping, an ambitious Cost Benefit Analysis on Rural Broadband Deployments for the entire province of Alberta, micro-grants for project initiation, Terragraph technology trial, UBF regional application supports, Terragraph Pilot Project, regional Terragraph multi-community scale up projects (P3 projects), and successful lobbying for essential SuperNet upgrades for member communities. Total value of projects ~\$2 million.
- Sat on Western Economic Diversification's economic development advisory council representing rural Alberta, provided local support to Ag and Forestry's and Invest Alberta's investment attraction teams, liaison with local Ec Dev's to respond lead generation.
- Led multiple industry-focused trade and investment initiatives, including a 2018 mission to France, helped land Bridge2Food conferences in Saskatchewan and Alberta in 2019, and participated in numerous investment hosting tours.
- Helped lead the Lethbridge Region Economic Recovery Taskforce as one of the 3 funders to respond to the Covid-19 crisis.
- Developed an impressive network of economic development, community, producer, business, government, and international contacts that I carry with me.
- Advised on dozens of economic development, development, investment attraction, business retention and expansion, advocacy, and government relations projects across all of Alberta.

Communications & Policy Strategist, Lethbridge Chamber of Commerce

- Developed engagement strategies for Chamber initiatives, leading to increased awareness, growing participation, and increased revenues.
- Led policy review of the 2017 changes to the Municipal Governance Act.
- Identified emerging issues and led the policy development and advocacy process. This involved advising staff and Board/committee members, conducting stakeholder analysis and engagement, risk mitigation, updates to stakeholders and members, and leveraging and mobilizing a large network of contact to pursue advocacy projects.
- Built and led Chamber communications initiatives, many of which are still in use today. One communications tool I developed was adopted by the Alberta Chambers of Commerce because they liked it so much. (Business Alerts)
- Designed member feedback mechanisms, analyzed information and potential issues, and recommended effective responses; creating reports and disseminating information to necessary parties and facilitating engagement events as required.
- Crafted two educational programs, grew the Chambers communications network by over 30%, and led a massive national advocacy program which saw the adoption of a policy on Digital Broadband as a Utility adopted by the Canadian Chamber of Commerce.
- Led a six-month accreditation effort that saw our Chamber recommended for Large Chamber Accreditation with Great Distinction.

HIGHLIGHTED EXPERIENCE

ExAccount Manager, Mobile App Consultant, Client Services Manager, Jedwin Media Inc.

- Restructured company systems and processes from those of a small shop to a growing corporation, modernizing their corporate accounting, project management systems, human resources management, and filing and tracking systems.
- Oversaw corporate finances, including payroll, expenses, billing, and compliance.
- Led client engagement, managing a broad portfolio across industries, improving retention while streamlining project fulfillment processes.
- Led corporate marketing including online advertising, social media management, direct mail, website design, direct sales, community networking and trade shows.
- Worked with a team of developers to bootstrap a new Communications and Marketing Mobile App design company from concept to a growing client base.
- Helped a growing clientele of communities, including Lethbridge County, Ponoka County, the Town of Magrath, and Brazeau County launch their own communications apps. More apps representing more communities coming online soon, including a First Nation.
- Coached clients on how to effectively engage with their community with new technology.

ADDITIONAL EXPERIENCE

Non-Profits

- 2015 - 2016 Coordinator, Advancement and Community Relations
- Lethbridge Family Services
- 2014 – 2015 Enhanced Life Skills Practitioner (Refugees)
- Lethbridge Family Services

Academia

- 2013 - 2014 McMaster University (Student Success Leader)
- 2011 - 2013 McMaster University (T.A.)

Customer Service (select)

- 2008 - 2015 The Keg Steakhouse and Bar
- 2003 - 2006 Ricky's All-Day Grill - Lethbridge, AB

Industry (select)

- 2008 – 2014 Casurella Industries (Owner)
- 2007 – 2008 Urban Construction (Supervisor)
- 2006 – 2007 Dreamwood Homes (Foreman)
- 2003 Connors Drilling (Drill Hand)

SELECT VOLUNTEER/BOARD/COMMITTEE WORK

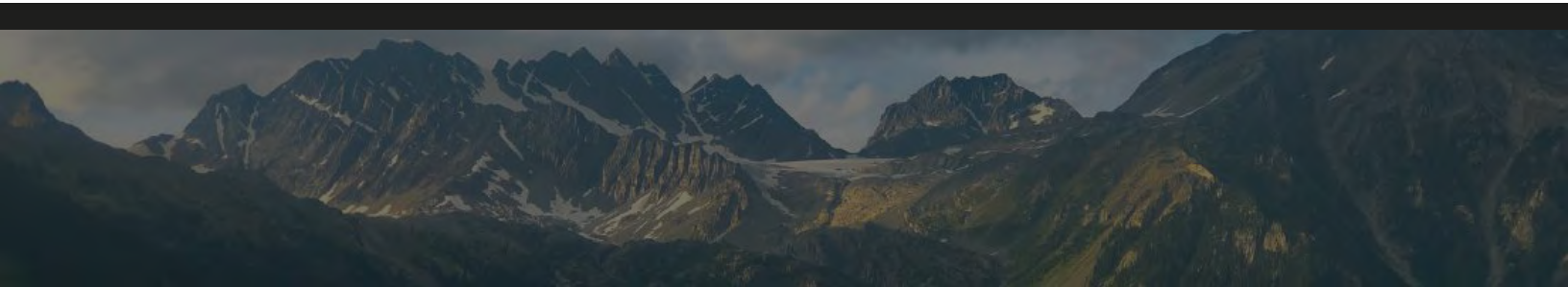
- Board of Directors, Economic Developers Alberta (2021 – 2023)
- Alberta Economic Development Partners Working Committee (Starting July 2020), Western Economic Diversification
- Lethbridge Economic Development Board of Directors (2020 – Present) – Economic Development Lethbridge
- Regional Innovation Network of Southern Alberta, Southern Alberta Alternative Energy Partnership, Environment Lethbridge, Highway 3 Twinning Development Association, Canadas Premier Food Corridor, Canada's Western Gateway, Southern Alberta Investment and Trade Initiative (2017 – Present)
- Vibrant Lethbridge Committee (2017 - 2018) – The City of Lethbridge
- International Affairs Committee, Innovations Policy Committee, Immigration Policy Committee (2017) - The Canadian Chamber of Commerce
- Alberta Chambers of Commerce Policy Committee (2017) – The Alberta Chambers of Commerce
- Human Subject Research Ethics Committee (2015 – 2017) - The University of Lethbridge
- Humanities Student Research Ethics Committee (2012 – 2015) - McMaster University
- Regional Direction and Policy Committee (2016 – 2017), Municipal Direction and Policy Committee (2015 – 2017) – The Lethbridge Chamber of Commerce

RELEVANT CERTIFICATIONS AND TRAINING

- Business Investment and Attraction – EDA (2019)
- Business Retention and Expansion – EDA (2019)
- Foreign Direct Investment Masterclass – Conway Training (2019)
- Quickbooks Online E-Learning Courses - Quickbooks (2019)
- Introduction to Economic Development for Elected Officials – EDA (2018)
- Introduction to Economic Development – EDA (2018)
- HR in a Box Workshop Series – Talent Pool Inc. (2017)
- AFP Fundamentals of Fundraising eLearning Course – AFP (2016)
- Fostering Diverse Communities Canada – Lethbridge Chamber (2015)

CURRENT PROFESSIONAL ASSOCIATIONS

Economic Developers Alberta (2018 - Present)



Kim Welby

B.A. Political Science, Cert. Local Authority Administration
Economic Developers Alberta, Young Professional of the Year 2022.

Kim Welby joined PWC as an Economic Development Officer in the spring of 2021 but has served in the industry in multiple capacities for the majority of her career. Kim has worked for Community Futures, for Alberta Transportation, and for the Alberta Urban Municipalities Association over the past decade, giving her a nebulous understanding of municipal and regional economic development needs. In these capacities, she's worked on numerous economic and community development projects for both municipalities and community groups. Kim is a talented researcher who combines her deep experience in the municipal sector with informed best practices to produce project strategies that are simply better than the standard. Kim also has a deep understanding of the technical and administrative aspects of local government which inform the strategies and plans that PWC rolls out.

HIGHLIGHTED EXPERIENCE

Canada's Premier Food Corridor

- Kim led the collaboration that built Canada's Premier Food Corridor brand while she worked for Community Futures. This involved consultations with the municipal stakeholders, working with her designer to draft options, selecting final options in conversation with the stakeholders and producing the full suite of finished design guides and variants. The project came with a website build and informed the marketing strategy of the initiative. Today Canada's Premier Food Corridor is recognized across Canada as a genuine industry cluster and the brand is referenced by everyone from the Premier of Alberta to Federal Ministers.

Municipal Energy Management

- Kim was the technical lead on the Raymond Municipal Energy Manager and in this capacity led the day to day work to complete energy audits on community buildings, build out energy management profiles, and align identified energy conservation measures with grant funding opportunities. Due to her work the Town of Raymond has successfully remediated an important commercial property, has installed tens of thousands of dollars worth of energy efficiency upgrades, and has nearly \$2 million more retrofits awaiting applied for grant funding.

PROFESSIONAL EXPERIENCE

- 2021 to Present: Progressive West Consulting / SouthGrow Regional Initiative - Economic Development Officer
- 2019 - Present: Southern Alberta Renewable Energy Co-op - Project Manager
- 2017 - 2021: Community Futures Chinook - Economic Development Officer
- 2012 - 2017: Alberta Transportation - Administration Coordinator
- 2011 - 2012: Alberta Urban Municipalities Association - Insurance Consultant
- 2009 - 2011: Chadi & Company - Legal Assistant

EDUCATION

University of Alberta

- Certificate, Local Authority Administration (2021)

University of Waterloo

- Economic Development (2018)

University of Lethbridge

- Bachelor of Arts, Political Science (2009)

Jessie Stilson

BMgt (Major: Marketing, Minor: New Media, Concentration: Marketing Communications)

Jessie Stilson joined PWC as Communications Officer earlier this summer. Although she is a recent graduate, Jessie has work experience in both the public and private sector as a marketing professional. She has developed and designed brands for a range of industries and using a variety of methodologies. Her experience, along with her balanced analytical and creative skillset make Jessie capable of not only design work, but she is a talented marketer and communicator as well. Jessie quickly grasps the intricacies of community development work, actively assists on project design and grant applications, and turns everything our team produces into a masterpiece, whether its a social media plan for a client, or a stats-heavy report.

HIGHLIGHTED EXPERIENCE

Southern Alberta Investment and Trade Initiative Global Marketing Program

- Jessie took a implemented an award-winning global marketing project focused on highlighting the opportunities in agri-food in southern Alberta and launched it cross-platform in North America and western Europe. This ongoing marketing campaign has yielded hundreds of thousands of impressions of ad content from global agri-food execs, thousands of click-throughs to lead generation landing pages, and has contributed to dozens of investment inquiries in the region.

Link Pathway Fundraising Drive

- The Link Pathway is a 15 km bike path proposed to be build between Lethbridge and Coaldale. Jessie helped PWC build a beautifully branded fundraising program brand and communications strategies. In addition to design and implementation, this includes a thorough research phase which involves customer interviews, a review of the current branding, and an analysis of areas of opportunity.

PROFESSIONAL EXPERIENCE

- (Current) Progressive West Consulting - Marketing Manager
- 2021 Plan Well Guide - Marketing Manager
- 2020 Downtown Lethbridge BRZ - Marketing Assistant (Student Position)
- 2020 Dhillon School of Business - Research Assistant (Student Position)
- 2019 Forma Steel - Marketing Coordinator (Student Position)

EDUCATION

Dhillon School of Business:

- (Great Distinction) Bachelor of Management (2021)

Emma Dering

MFA Creative Writing, B.A. English

Emma Dering recently assumed the role of Grants Manager at PWC in March 2024, bringing with her a wealth of experience from her years as Grants Facilitator at the University of Lethbridge. With a background in academia and a keen eye for both creative and analytical writing, Emma effortlessly blends her creative problem solving skills with an eye for details necessary in grant writing. Her academic journey, crowned with a Bachelor of Arts in English and a Master of Fine Arts in Creative Writing, reflects her multifaceted skill set. Emma's arrival marks a pivotal moment for the team as her adeptness in navigating the intricacies of grant management, coupled with her innate ability to weave compelling narratives, promises to elevate our approach to securing funding. Beyond her academic accomplishments, Emma's collaborative spirit shines through as she seamlessly integrates into our team dynamic, actively contributing to project design, grant applications, and transforming our endeavors into polished masterpieces.

HIGHLIGHTED EXPERIENCE

Grants Facilitator at the University of Lethbridge

- Emma distinguished herself through her exceptional dedication and proficiency in securing funding for academic research endeavours. Her strategic approach to grant writing, coupled with her adeptness in cultivating relationships with faculty members, played a pivotal role in driving the university's research initiatives forward. Emma's keen attention to detail and persuasive communication skills enabled her to craft compelling proposals tailored to diverse funding opportunities. Under her guidance, numerous faculty members successfully secured funding for their research projects, further enhancing the university's reputation as a hub for scholarly excellence.

PROFESSIONAL EXPERIENCE

- (Current) Progressive West Consulting - Grants Manager
- 2018 University of Lethbridge - Grants Facilitator
- 2017 University of Lethbridge - Industry Liaison Office Coordinator
- 2016 Veterans Transition Network - Creative Writer
- 2014 University of Lethbridge - Managing Journal Editor
- 2013 University of Lethbridge - Research Assistant

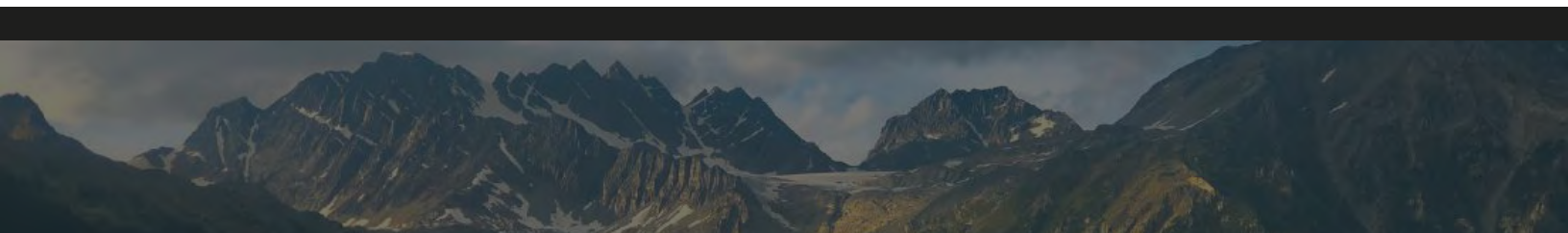
EDUCATION

University of British Columbia:

- Masters of Fine Arts in Creative Writing (2017)

University of Lethbridge:

- (Great Distinction) Bachelor of Arts in English (2015)



Proposal for **ONGOING COMMUNICATIONS SUPPORT SERVICES**

Town of Milk River
February 3, 2025

PREPARED BY



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APPENDICES

Appendix A – Corporate Disclosures

- i. Insurance
- ii. Conflict of Interest
- iii. Code of Conduct
- iv. Confidentiality & Privacy
- v. Land Acknowledgement
- vi. Commitment to Inclusion

1 Corporate Profile

Catalyst Communications works with local government organizations across Canada in building their communications, engagement and crisis management capacity in a variety of areas designed to help organizations achieve **success, stability, and sustainability** through efficient and innovative approaches to local government communications.

Our core areas of work include communications audits; communications and crisis communications planning; engagement strategy and framework development; training and professional development workshops for Administration and/or Council; crisis communications, crisis management and reputation management; and the design and execution of public engagement.

We work hard to bring valuable perspectives to each project, informed by best practice, practical experience, and a deep knowledge of local government. Our solutions and recommendations are realistic, actionable, innovative, and aspirational where appropriate. We recognize the work you do is valuable to those you serve, and we therefore seek to build upon the good work you've already undertaken. We are the experts of process; you are the experts of your community. That is not lost on us and, as a result, we value you as a partner in our work together.

Mission

Catalyst Communications is an expert in local government communications, helping organizations grow their internal capacity, while setting them up for success by exceeding expectations in specialized areas of communications, engagement, and crisis management, driving short-term excellence and long-term sustainability.

Values

Integrity: We dedicate ourselves to each project and client in full, with an open mind, respectful practices, honesty, and transparency in all that we do.

Value: We strive to provide value beyond the core scope of deliverables, sharing knowledge and providing support where we can, while building relationships with client organizations that extends beyond the constraints of any one project.

Innovation: We commit to constantly adapting, evolving, and learning, to anchor our approaches in best practice while finding solutions that best meet the needs of each individual organization with which we work, and to look for solutions to any obstacle that arises.

Diversity: We believe in diversity of opinion, perspective, identity, experience, and thought, recognizing that good ideas are not exclusive to any one group. We actively strive for inclusive behaviours across our company, through our work, and with our clients.

2 Scope of Engagement

Catalyst Communications was recently contacted by the Town of Milk River to discuss the potential of working together in an ongoing capacity, to provide communications support on an as-needed basis, in addition to graphic design services.

We have maintained similar relationships with many organizations over the years, and would be thrilled to support the Town in this capacity moving forward. Our main goal in working with communities such as Milk River is to increase capacity, while providing a high level of service for a reasonable fee.

2.1 Support Services

Due to the broad nature of this agreement, it is difficult to define exact deliverables required to meet the Town's needs. Recognizing that project work may vary significantly based on the rapidly evolving needs of the Town, we instead commit to providing support and executing projects tied to specific processes and emerging Town needs, upon request.

It is assumed that the associated processes fall within the scope of local government communications, public engagement, and/or crisis communications. Generally speaking, local government communications agreements of the nature proposed with Milk River include the following areas of service delivery, though this list is not exhaustive:

- Public Communications strategies, plans & content development
- Public Engagement strategies, plans, activity execution, analysis & reporting
- Crisis communications/crisis management planning, execution, and evaluation
- Graphic design & layout
- Key Message creation
- Social Media management
- Media Relations
- Reputation management
- Professional Development (training & workshops)
- Policy & Bylaw development
- Presentations to Council

In addition to communications, we are pleased to be able to provide additional support in areas of governance and strategy development, if required. Should specific municipal administration and/or governance needs arise, project scope and requirements would be evaluated on a case-by-case basis.

2.2 Approach

While we are not in-house employees of the Town, we work hard to provide a level of service which makes it feel as though we're part of the team! This includes a high level of responsiveness, and a dedication to incorporating local context (including local branding, recognition of current circumstances, and so on). We do not try to fit you into another municipality's box. Each municipality – as an organization and as a community – is unique, and we therefore develop communications and engagement outputs specific to your local needs.

This is most commonly fulfilled via remote work. However, there are times at which it may be necessary, or otherwise appropriate, for us to manage communications and/or engagement on the ground, and we are happy to work within those requirements as well, with reasonable notice.

2.2.1 Commitment Options & Costing

Recognizing that each community has different support requirements, we have developed an approach which allows us to tailor our outputs to your desired levels of service. This includes commitment offerings ranging in scope from 10 hours/month to custom packages, through which Catalyst Communications operates as your internal communications department.

Currently, the lowest level of commitment accommodated through our retainer model is 10 hours; however, we understand that the Town is seeking a significantly lower commitment of up to 5 hours per month. As such, we are happy to offer a custom package for the Town, as follows:

MONTHLY MAXIMUM HOURS/COMMITMENT	MONTHLY RETAINER FEE	HOURLY RATE FOR ADDITIONAL WORK
5	\$1,000*	\$190*

*All costing is provided in Canadian Dollars (CAD), excluding GST. Any unanticipated expenses associated with requested deliverables would be disclosed to the Town up front, and then charged at cost.

In contrast, our typical hourly rate is \$220. The rate difference between our hourly rate and retainer structure results in significant savings for your organization over time, including for any instances in which additional work is required beyond the agreed-upon monthly commitment structure.

If it is determined that an adjustment in the number of hours committed to on an ongoing basis is required, we do provide opportunities for adjustment of the commitment level every three (3) months. However, we view agreements of this nature as a true relationship, and are therefore also open to discussions on an ongoing basis. It is our primary goal to ensure we are meeting your needs at all times.

3 Our Core Team

For the purposes of this agreement, you will most frequently be working directly with Catalyst Communications president Benjamin Proulx. However, we have included an overview of the full team below.

Benjamin Proulx, APR

As president of Catalyst Communications, Benjamin Proulx, APR, is an established leader in local government communications, public engagement, and crisis management (including crisis communications and reputation management). This work is supported by extensive experience working in municipal administration, organizational strategy development, and good governance



In addition to extensive on-the-ground experience spanning more than 15 years with dozens of municipalities across Canada, Ben has been at the forefront of innovation in the field of municipal communications, including having developed the widely-adopted *Public Engagement With Intent Framework* – the only structured approach to public participation designed specifically for local government, and having been recognized as setting a new bar for municipal transparency and communications in crisis management.

Ben is in his third year of teaching with Alberta's Elected Officials Education Program (*Council's Role in Public Engagement*); has been engaged as a guest lecturer with Capilano University's Local Government Administration program; created the [Leadership Guide to Effective CAO-Council Relations](#), and the crisis communications and public engagement portions of the [Municipal Resilience Toolkit: Strategies for Crisis Management](#), both for the Canadian Association of Municipal Administrators (CAMA); founded and is Executive Director of the Canadian Association of Municipal Communicators (CAMC); and, is an Accredited Public Relations (APR) practitioner through the Canadian Public Relations Society (CPRS).

Lindsay Chambers

With more than a decade of experience working in local government communications, engagement and strategy development, Lindsay brings a unique combination of strategic thinking and creative flair to every project. As a senior communications professional – with credentials in Emergency Management and public engagement, and an education background in journalism and graphic design – Lindsay's unique background and experience combine to provide a dynamic perspective to all our relationships and projects in local government.



Serena Bonneville

Serena is the newest addition to the Catalyst Communications team, but brings a wealth of experience to the table, having worked in local government and as a consultant to numerous organizations. Her core areas of focus include public engagement; public discourse and conflict management; and, Indigenous engagement, communications, and relationship building.



In addition to her notable experience working specifically with local government, Serena holds a Bachelor's of Communications; and certifications in Environmental Communications from Eco Canada, Leadership & Conflict from the Justice Institute of BC, and Public Participation through IAP2.

Kendall Crowle, Office Manager

Kendall has handled Catalyst Communications project coordination for five years now, ensuring work is completed efficiently, while maintaining project schedules and budgets. She is a skilled and organized project administrator whose focus ensures that various process considerations move forward in a seamless manner.



3.1 Additional Resources

The professionals outlined above represent those team members with whom you would most commonly work in this professional agreement, Catalyst Communications has an extensive network of professional associates with expertise in various areas of local government.

Should a project arise that demands a skillset other than what is offered through the core project team, the Town does have access to our full roster of associates. This is additionally beneficial in the event that one or more of the core project team members is unavailable for an extended period of time, due to illness or another unexpected event which takes them away from work.

Thank you for your trust and consideration.



Communicate With Purpose.

The contents of this proposal are confidential and contain proprietary information including personal identifying information, and trade secrets (methodology, project approach, project costing, proposal formatting), as mandatory exceptions under FOIP s.16(1) and s.27(2), and discretionary exceptions under FOIP s.19, s.21, s.23, s.24(1), s.25, and s.27. It is strictly forbidden to disclose the contents of this proposal to any external third party/parties (or any other party/parties for whom this proposal was not delivered and/or intended to be reviewed as named parties), including the proposal being shared as part of a public agenda, without the expressed written consent of Catalyst Communications president Benjamin Proulx.

Appendix A – Corporate Disclosures

The following corporate disclosures are provided proactively as a professional courtesy.

i. Insurance

Catalyst Communications maintains insurance at or above industry standards in areas including General Commercial Liabilities and Errors and Omissions.

ii. Conflict of Interest

There is no real or perceived conflict of interest in Catalyst Communications engaging with the Town of Milk River, whether financial or relationship-based, or in any manner that may conflict with required impartiality and neutrality in the execution of this or any other project with the Town.

iii. Code of Conduct

As a member of the Canadian Association of Municipal Communicators (CAMC) and as an accredited member of the Canadian Public Relations Society (CPRS), Catalyst Communications president Benjamin Proulx adheres to the [CAMC Code of Professional Conduct](#) and the [CPRS Code of Professional Standards](#), respectively.

iv. Confidentiality & Privacy

Catalyst Communications commits to full confidentiality of any project and organizational details which are not readily available to the public, and to the secure storage of all documents obtained from the CouTownty in the execution of this project. Upon project completion, any and all confidential files will be returned to the Town or destroyed, at the request of the Town.

vi. Land Acknowledgement

Catalyst Communications' head office is located on the traditional territories of the Indigenous Peoples of the Treaty 6 region. We respect the histories, languages, and cultures of First Nations, Métis, Inuit, and all Indigenous Peoples of Canada, whose presence and cultures continue to enrich our community today.

vii. Commitment to Inclusion

Catalyst Communications is committed to inclusivity and open-mindedness in the execution of our work and in interacting with our clients and members of their communities. We embrace differences and diversity of opinion, perspectives, identity, experience, and thought, and we actively strive for inclusive behaviours across all aspects of our operations, including in reducing barriers to access for efforts aligned with public participation.

Request for Decision

2025 Capital Budget Adjustment

April 14, 2025



RECOMMENDATION

That Council approve the 2025 capital budget adjustment in the amount of _____.

LEGISLATIVE AUTHORITY

Municipal Government Act

Section 245 each council must adopt a capital budget for each calendar year.

BACKGROUND

Council has previously reviewed the draft capital plan budget adjustment for 2025; once on March 10 and at the Special Meeting on April 4.

ATTACHMENTS

1. 2025 Capital Budget Adjustment

2025 Capital Budget Adjustment

	LGFF	Reserves	CCBF
2024 Carry Forward	\$ 99,963		\$ -
2025 Allotment	\$ 348,395		\$ 51,772
Total	\$ 448,358		

Dept.	Project Description	2025 Proposed Budget Estimated Cost	TF from Operating	LGFF	Debentures / Loan	From Reserves	Other Funds	CCBF	Total Funds	COMMENTS
12 Administration										
	LED Lights - Dental Office	\$ 5,556					\$ 5,556			
	Total	\$ 5,556	\$ -	\$ -	\$ -	\$ -	\$ 5,556	\$ -	\$ 5,556	
24 Emergency Management										
	Breathing Apparatus	\$ 25,180	\$ 25,180							
	Wire in Generator	\$ 10,000				\$ 10,000				
	Total	\$ 35,180	\$ 25,180	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 35,180	
32 Roads										
	8th Avenue Phase 8A Power	\$ 255,274				\$ 255,274				CF
	8th Avenue Phase 8A Power	\$ 106,742				\$ 106,742				CF
	8th Avenue Curb/Gutter/grading	\$ 800,000			\$ 800,000					
	Sander Replacement	\$ 40,000				\$ 40,000				
	1st Street NE Rehabilitation	\$ 800,000			\$ 800,000					
	School-Traffic-Control	\$ -								one unit 12000
	Curb and Gutter and Road	\$ 45,000				\$ 45,000				CF - between main & 1st st/ 8th ave/Main
	Sidewalk / C&G	\$ 50,000				\$ 50,000				school sidewalk
	Total	\$ 2,097,016	\$ -	\$ -	\$ 1,600,000	\$ 497,016	\$ -	\$ -	\$ 2,097,016	
37 Storm Water										
	CCTV	\$ 45,000				\$ 45,000				CF (flush out taps) reall from wastewater
	Total	\$ 45,000	\$ -		\$ -	\$ 45,000		\$ -	\$ 45,000	
41 Water										
	Phase 1A: Design RW Pump Strn/Tr. Line	\$ 515,131				\$ 128,783	\$ 386,348			
	Water Source Study & Contingency Plan	\$ 200,000					\$ 200,000			
	Total	\$ 715,131	\$ -	\$ -	\$ -	\$ 128,783	\$ 586,348		\$ 715,131	
42 Wastewater										
	Lagoon Project \$10,330,000	\$ 450,000		\$ 400,000				\$ 50,000		
	Total	\$ 450,000	\$ -	\$ 400,000	\$ -		\$ -	\$ 50,000	\$ 450,000	
43 Solid Waste										
	Garbage Truck	\$ 448,000			\$ 448,000					Deferred from 2023
	Total	\$ 448,000	\$ -	\$ -	\$ 448,000	\$ -	\$ -	\$ -	\$ 448,000	
62 Planning & Development										
	Theatre abatement/air quality	\$ 128,200				\$ 128,200				
	Total	\$ 128,200	\$ -	\$ -	\$ -	\$ 128,200	\$ -	\$ -	\$ 128,200	
72 Recreation										
	Spraying equipment	\$ 5,000		\$ 5,000						
	Curling Rink Condenser	\$ 105,900			\$ 105,900					
	Block 39 Detailed Design - Phase 1	\$ 710,000					\$ 710,000			CF
	Total	\$ 820,900	\$ -	\$ 5,000	\$ 105,900	\$ -	\$ 710,000	\$ -	\$ 820,900	
72-02 Pool										
	Engineered Exit Light	\$ 10,000		\$ 10,000						
	Sun Shelter	\$ 15,000				\$ 15,000				
	Total	\$ 25,000	\$ -	\$ 10,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 25,000	
Total 2025 Capital Budget		\$ 4,769,983	\$ 25,180	\$ 415,000	\$ 2,153,900	\$ 853,999	\$ 1,301,904	\$ 50,000	\$ 4,799,983	

**Town of Milk River
8th Avenue Subdivision Extension
Surface Works - All**

ORDER OF MAGNITUDE COST ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	COST
GENERAL REQUIREMENTS				
1 General Requirements	1	L.S.	\$ 60,000.00	\$ 60,000
2 Traffic Accomodation	1	L.S.	\$ 5,000.00	\$ 5,000
3 Hydro Excavation	24	hrs	\$ 500.00	\$ 12,000
			SUBTOTAL	\$ 77,000
SURFACE WORKS				
4 Topsoil Stripping and Stockpiling	7,250	m ²	\$ 4.00	\$ 29,000
5 Waste Excavation	2,750	m ³	\$ 10.00	\$ 27,500
6 Common Excavation	1,000	m ³	\$ 6.00	\$ 6,000
7 Subgrade Preparation	10,000	m ²	\$ 4.00	\$ 40,000
8 150mm Base Granular Material - Lanes	2,500	m ²	\$ 10.00	\$ 25,000
9 250mm Base Granular Material - 8 Avenue	5,000	m ²	\$ 18.00	\$ 90,000
10 Concrete Work				
a) Reinforced Low Profile Curb	600	m	\$ 125.00	\$ 75,000
b) Reinforced Concrete Swale	35	m	\$ 300.00	\$ 10,500
11 90mm Type 3 Hot Mix Asphalt	4,500	m ²	\$ 40.00	\$ 180,000
12 Topsoil Placement and Dryland Seed	3,250	m ²	\$ 5.00	\$ 16,250
			SUBTOTAL	\$ 499,250
GRAND SUBTOTAL				\$ 576,000
<i>EXTRA WORK ALLOWANCE (20%)</i>				\$ 116,000
<i>ENGINEERING (10%)</i>				\$ 70,000
<i>MATERIALS TESTING (5%)</i>				\$ 35,000
GRAND TOTAL				\$ 797,000

Assumptions:

- Scope of work assumes concrete curb and gutter installed along all paved portions of 8 Avenue.
- Engineering fees to allow for complete design of all surface grading along 8th Avenue and include tendering and contract administration
- General Requirements assumed at 10% of construction cost.
- Hydro Excavation pricing may change depending on disposal site requirements.
- No allowance for shallow utility installation or modifications.
- Assumed topsoil stripping to be 0.15m thick.
- Assumed City of Lethbridge typical local asphalt road structure (90mmAC, 250mm BGM,300mm SGP)
- Assumed all drainage to be overland with no underground stormwater collection.



Town of Milk River
8th Avenue Subdivision Extension
Surface Works - No Asphalt

ORDER OF MAGNITUDE COST ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	COST
GENERAL REQUIREMENTS				
1 General Requirements	1	L.S.	\$ 60,000.00	\$ 60,000
2 Traffic Accomodation	1	L.S.	\$ 5,000.00	\$ 5,000
3 Hydro Excavation	24	hrs	\$ 500.00	\$ 12,000
			SUBTOTAL	\$ 77,000
SURFACE WORKS				
4 Topsoil Stripping and Stockpiling	7,250	m ²	\$ 4.00	\$ 29,000
5 Waste Excavation	2,750	m ³	\$ 10.00	\$ 27,500
6 Common Excavation	1,000	m ³	\$ 6.00	\$ 6,000
7 Subgrade Preparation	10,000	m ²	\$ 4.00	\$ 40,000
8 150mm Base Granular Material - Lanes	2,500	m ²	\$ 10.00	\$ 25,000
9 250mm Base Granular Material - 8 Avenue	5,000	m ²	\$ 18.00	\$ 90,000
10 Concrete Work				
a) Reinforced Low Profile Curb	600	m	\$ 125.00	\$ 75,000
11 90mm Base Granular Wearing Course	4,500	m ²	\$ 7.00	\$ 31,500
12 Topsoil Placement and Dryland Seed	3,250	m ²	\$ 5.00	\$ 16,250
			SUBTOTAL	\$ 340,250
GRAND SUBTOTAL				\$ 417,000
<i>EXTRA WORK ALLOWANCE (20%)</i>				\$ 84,000
<i>ENGINEERING</i>				\$ 76,000
<i>MATERIALS TESTING (5%)</i>				\$ 26,000
GRAND TOTAL				\$ 603,000

Assumptions:

- Scope of work assumes concrete curb and gutter installed along all paved portions of 8 Avenue.
- Engineering fees to allow for complete design of all surface grading along 8th Avenue and include tendering and contract administration
- General Requirements assumed at 15% of construction cost.
- Hydro Excavation pricing may change depending on disposal site requirements.
- No allowance for shallow utility installation or modifications.
- Assumed topsoil stripping to be 0.15m thick.
- Assumed City of Lethbridge typical local asphalt road structure (90mmAC, 250mm BGM, 300mm SGP)
- Assumed all drainage to be overland with no underground stormwater collection.



Town of Milk River
8th Avenue Subdivision Extension
Surface Works - No Asphalt and Reduced Curb

ORDER OF MAGNITUDE COST ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	COST
GENERAL REQUIREMENTS				
1 General Requirements	1	L.S.	\$ 50,000.00	\$ 50,000
2 Traffic Accomodation	1	L.S.	\$ 5,000.00	\$ 5,000
3 Hydro Excavation	24	hrs	\$ 500.00	\$ 12,000
			SUBTOTAL	\$ 67,000
SURFACE WORKS				
4 Topsoil Stripping and Stockpiling	7,250	m ²	\$ 4.00	\$ 29,000
5 Waste Excavation	2,750	m ³	\$ 10.00	\$ 27,500
6 Common Excavation	1,000	m ³	\$ 6.00	\$ 6,000
7 Subgrade Preparation	10,000	m ²	\$ 4.00	\$ 40,000
8 150mm Base Granular Material - Lanes	2,500	m ²	\$ 10.00	\$ 25,000
9 250mm Base Granular Material - 8 Avenue	5,000	m ²	\$ 18.00	\$ 90,000
10 Concrete Work				
a) Reinforced Low Profile Curb	325	m	\$ 125.00	\$ 40,625
11 90mm Base Granular Wearing Course	4,500	m ²	\$ 7.00	\$ 31,500
12 Topsoil Placement and Dryland Seed	3,250	m ²	\$ 5.00	\$ 16,250
			SUBTOTAL	\$ 305,875
GRAND SUBTOTAL				\$ 373,000
<i>EXTRA WORK ALLOWANCE (20%)</i>				\$ 75,000
<i>ENGINEERING</i>				\$ 76,000
<i>MATERIALS TESTING (5%)</i>				\$ 23,000
GRAND TOTAL				\$ 547,000

Assumptions:

- Scope of work assumes concrete curb and gutter installed along all paved portions of 8 Avenue.
- Engineering fees to allow for complete design of all surface grading along 8th Avenue and include tendering and contract administration
- General Requirements assumed at 15% of construction cost.
- Hydro Excavation pricing may change depending on disposal site requirements.
- No allowance for shallow utility installation or modifications.
- Assumed topsoil stripping to be 0.15m thick.
- Assumed City of Lethbridge typical local asphalt road structure (90mmAC, 250mm BGM, 300mm SGP)
- Assumed all drainage to be overland with no underground stormwater collection.

Outdoor Swimming Pool	Property	Whole Facility	Fire Detection	Medium	National Fire Code	MISSING DETECTOR - Recommend installation of a firealarm with the inclusion of strobe lights which ensure a visible and effective method of alerting individuals of an emergency, especially those who may have hearing impairments throughout the facility to ensure local, early detection of any fire situation(s). Devices to be hard wired and interconnected.
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Public Works Equipment Surplus

- Aerator Attachment
- Disc Plow Attachment
- Fertilizer Applicator Attachment
- John Deere Law Aerator Attachment
- Kubota Loader Attachment
- Line Painter
- 2 Large Liquid Container + Stands (Used in water meter testing station)
- Water Meters (Parts + Unused Water Meters)
- Small Plow Attachment
- Post Hole Digger Attachment
- Small Trailer with Ramp
- Large Dump Trailer
- New Holland Small Loader Attachment
- Small Liquid Attachment for Spraying – For Parts
- Hoses Variety of Sizes
- Winch
- Old Signs

Administration Office

- Smart Board



TOWN OF MILK RIVER
VILLAGE OF WARNER

PROJECT DESIGN AND GRANT WRITING SUPPORTS

05/02/2025

Make your community project
go further



February 5, 2025

Kelly Lloyd, Chief Administrative Officer
Town of Milk River / Village of Warner

Dear Mrs. Lloyd,

Please accept the enclosed as a proposal for the delivery of services in keeping with our conversations. This is for the role of project design and grant writing with the Town of Milk River and the Village of Warner. Progressive West Consulting understands the potential scope of services to primarily encompass our team working closely with your staff to identify grant funding possibilities that align with your existing projects, but also to bring forward potential projects that have additional grant-funded possibilities for your consideration. These services would also be available to community groups and non-profits in your communities at your discretion as a value-add from your administrations back to the communities that you serve. The intent is for Milk River and Warner to achieve the highest possible leverage ratio they can within the limits of your ability to leverage that return.

Mrs. Lloyd, the team at PWC does what we do because we value doing work that makes life better for our friends and neighbours. It gets us out of bed and drives us to work hard and passionately at what we do. If you engaged us to work on this project, you would find us dedicated and motivated to the task. And we're good at what we do.

Our team has an ever-lengthening track record of success across the organizations we have been associated with; a list that includes such names as SouthGrow, Alberta Transportation, Community Futures, Alberta Municipalities, Economic Developers of Alberta, the Lethbridge Chamber of Commerce, the Towns of Taber, Raymond, and the MD of Taber, and the Lethbridge Downtown BRZ.

Thank you in advance for considering our proposal.

Sincerely,

Peter Casurella
President
Progressive West Consulting
1-403-849-7225
peter.casurella@progressivewestc.com



Proposed Services

Project Design, Research, and Grant Writing

Municipalities are in a unique position right now. Funding constraints from the Provincial Government have imposed significant cost pressures on local budgets and administrations are struggling to achieve their goals. While there is a robust grant ecosystem in Canada, increasing competition for those grants has led to growing scarcity and knowing what you are doing really matters. The majority of current grant opportunities span sectors that speak to government priorities such as clean-tech, energy efficiency, ESG, labour force development, emissions reduction, and tourism development. Importantly, many of these grant-funding opportunities offer retrofit opportunities that save municipalities a lot of money by reducing direct energy costs. And things are changing. A new Federal government in the next year will mean new priorities, new targets, and new opportunities.

Our team is heavily experienced in finding grant funding to fit your established objectives, and in designing projects that fit grant funding opportunities. In an ideal world you would pursue projects based purely on identified need, but in the unique position mentioned above, we can help you find ways to leverage grant streams so that you leverage taxpayer dollars as far as they can go.

Service Scope: 0.5 FTE Equivalent

Note: Scope of service is outcome based, not time based.

Components:

1. Operational fulfillment of standard grant submissions for your communities and community associations.
2. Grant writing as assigned for your existing projects. (This is where you outsource your identified work to us, the stuff you planned to do anyways.)
3. Presentation of additional grant funding opportunities and project design. (This is where we proactively present you with opportunities your team hadn't thought of and find ways to leverage your funding further.)



Considerations:

1. Grants require leverage to make them fly. Having reserves in hand to enable the wins we get is something to consider, or allowing us to pitch new spend to council if or when we unlock leveraged funds.
2. Many grants require non-profit lead applicants. It is our common practice to have our client (you) partner with community groups to pursue grant applications that have wide community benefit. Having good and productive partnerships between town staff and community non-profits to enable these partnerships is essential. We advise providing our services to such partnerships as part of the scope of services.
3. There are no guarantees in grant writing, but if you don't write them you never win them. We cannot provide guarantees on our success rate, but we can provide a transparent process and open lines of communication so that you can judge our performance directly.
4. We would require a constant point of contact in town administration who would act as our 'supervisor' or point of contact. We will often need information or help from people across the organization, and so having a formal introduction to the entire town team upon signing a contract would be useful. We will operate most effectively if we are considered just 'part of the team' for all intents and purposes. The closer we can be integrated into the staff team the more effective we can be.

Investment	\$40,000 per year Paid in monthly installments billed at the end of each calendar month.
Period	12 Month commitment requested. Appropriate exit clauses for all parties to be included in contract.
Primary Metrics	Total Number of grants applied for Number of dollars applied for Number of grants written on behalf of staff (offload of work) Number of new projects designed Number of new grants written (work staff normally would not have done)
Secondary Metrics	Number of grant dollars secured Grant success rate (%)

Note: These are secondary metrics due to long-timelines for adjudication of grant applications. Many may not be responded to within the 12 month period.



Grant Examples

There's a lot of grants out there and goal is to get you in line for as many as possible. We have a lot of experience in this space and have worked with most of the grant-providers.

Experience matters. We know who to talk to, when to ask for more, when to ask for less, and how to tailor our ask in a way that gets to the heart of the outcomes that the grant provider is looking for.

Flexibility on the applicant's side is necessary to be successful. We look for ways to tweek your project so that you still get your core outcomes, but the grant-provider gets there's as well.

- Alberta Community Partnership Grants (AB)
- Alberta Municipal Water/Wastewater Partnership Grants (AB)
- Clean Energy Improvement Program (MCCAC)
- Community Buildings Energy Efficiency Retrofit Program (MCCAC)
- Community Building Monitoring and Analysis Grant (FCM)
- Community Facility Enhancement Program (AB)
- Community Initiatives Program (AB)
- Economic Recovery Grant Funding (AB)
- Enhanced Capacity Advancement Program (AB)
- Green Transit Incentives Program (AB)
- Federal Small Communities Fund (Can)
- Municipal Operating Support Transfer (Can)
- Municipal Sustainability Initiative (AB)
- Police Service Business Case Grant (AB)
- Stabilize Program (AB)
- Strategic Transportation Infrastructure Program (AB)
- Sustainable Affordable Housing (FCM)
- Tourism Development Grants (AB)
- Water Conservation Community Project (FCM)
- Water for Life Program (AB)





Example Project #1 - Community Partnerships

Community Facility Enhancement Projects

The CFEP grant has 2 streams, small and large, with respective amounts of \$125,000 and \$1 million. Importantly, these grants have to be applied for by non-profit community organizations. Your communities are well-served by community organizations that are willing to work with town staff on projects of mutual importance.

PWC would liaison with community non-profits to see strong grant applications put in for vital improvements to community facilities.

Outcomes:

1. Local non-profits advance professional grant applications for facility enhancements.
2. Town / Village administration is seen as providing that service to community groups in a collaborative approach to enhancing community partnerships.
3. Town / Village staff and council have strong input on the prioritization of grant applications from community non-profits because of the provision of this service to community groups.





Example Project #2 - Energy Cost Savings

Federation of Canadian Municipalities and the MCCAC

Both the FCM and Alberta Municipalities have grant options available for retrofitting and upgrading local municipal buildings to improve their energy efficiency. The best part is that these grants can be stacked together!

Our team could work alongside your staff to identify projects that fit your budget that will help you lower your long-term energy costs, and then apply to both funds to help pay for those. We would also tap into matching grants from FortisAlberta and ATCO to make this happen.

Outcomes:

1. Milk River and Warner are able to afford critical upgrades to municipal buildings to make them more energy efficient.
2. Out of pocket expenses for both communities will decrease by the amount of money saved.
3. Energy savings are multiplied by reduction in carbon tax payments.
4. Cost savings can pay for additional retrofits.



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Funding opportunities

We've got you covered with the right type of project funding, from plans and studies to pilots, capital projects and more. Grants are available for planning, studies and pilot projects. Loans are available for capital projects, and most recipients receive an additional grant of up to 15% of their loan amount.

Use the filters below to find available funding for your project.



Fees and Schedule

Fee Schedule

Project Design and Grant Writing Stand-alone Service

\$40,000 (+GST)

Dates: TBD. 12 months from agreement date onward

Fee to be paid in 12 equal installments billed on the last day of each calendar month.

Admin Grant and Proposal Writing

Community Partnership Grant and Proposal Writing

Proactive Project Proposals and Grant Writing

Monthly Grant Report

Project Design

Project Research

Community and Staff Liasoning

Project Communications and Reporting



Similar Projects

Grant Writing for the SouthGrow Regional Initiative 2018 - Present

Holding the administrative contract for the municipalities of the SouthGrow Regional Initiative, our team has secured grants from numerous funders. These include Natural Resources Canada, Prairies Canada Economic Development, Infrastructure Canada, Jobs Economy and Trade, The Rural Development Network, Service Alberta, Agriculture and Irrigation Alberta and many many more. This is where we refined our skills and became very good at what we do.

Town of Taber Grant Writing 2023 - Present

We have been working with the Town of Taber in the precise capacity we are proposing here for two full years and have just embarked on the third year of work with them. In that time we have helped the town and their community groups apply for a few dozen grants totaling almost \$12 million. We have secured over \$1.5 million in funding thus far with outstanding awards still in contention. Notable successes were the CFEP Large grant for the Star on 54th for \$530,000, the community CEIP program worth hundreds of thousands of dollars per year, and the still pending GICB grant worth \$7,929,856.

MD of Taber Grant writing 2024 - Present

Our success in the Town of Taber landed us a contract doing the same work with the MD of Taber. This contract is one year old and we have just signed our second year. In the past 12 months we helped them and their community groups apply for \$3,246,044. Most of this remains outstanding, but so far we have succeeded on \$123,229 in grants for the community with only a 'no' on a \$15,000 grant so far.

Town of Raymond - Municipal Energy Management and Grant Writing 2021 - Present

We have been writing grants for the Town of Raymond since 2021 when we were engaged as the Municipal Energy Managers. Since then, we have helped Raymond apply for several million dollars worth of grants. Notable successes include \$200,000 for EV stations in town, \$125,00 for a new pool liner from the CFEP Small Grant stream, \$40,000 for new AV equipment for Victoria Sports park, and \$40,000 for a Reallce installation at the Rink. We have outstanding grant applications for over \$2 million to both the FCM and GICB for critical physical plant upgrades and energy efficiency upgrades for multiple community buildings.

Siksika Nation Grant Writing 2024 - Present

Our relationship with Siksika is only 5 months old, but we have already submitted numerous grants on their behalf. Siksika has opted to pay per grant submission and we negotiate the price as needed.



Staff Profiles

Great teams produce great results! At Progressive West Consulting we are an enthusiastic, motivated, group of talented individuals deeply committed to the work we do in communities. The success of our projects has been due in large part to the complimentary skills of the team but also because of our extensive engagement experience, bridging divides, and identifying common core values. Our resumés are attached to the end of this proposal.

Peter Casurella, M.A., B.A., B.A. - Chief Executive Officer

Peter's professional experience covers two decades and numerous industry sectors. He's worked extensively in economic and community development, communications, marketing, policy development, fundraising, academia, residential and commercial trades, and even an underground gold-mine in Nevada. His wide range of experience, education, and competencies lets Peter build and manage projects that see all sides of the picture. He is adept at communicating effectively with the entire range of stakeholders that communities have to offer and has a gift for translating complex topics in a way that makes them accessible to everyone. Peter has spent the past 6 years working with the 30 municipalities of the SouthGrow Regional Initiative and has an innate understanding of the complex social environments and internal political considerations that govern municipal projects and the landscape of Southern Alberta. Peter's personal motto is "always improve" and he brings that ethic to every project he touches.



Peter has three post-secondary degrees, including a Masters Degree in Philosophy. He lives in Lethbridge with his wife and two children, but considers himself a citizen of the region rather than just one city.



Kim Welby, B.A., NACLAA - Chief Operations Officer

Kim's experience working with municipalities is very multi-faceted. Before working with Progressive West Consulting and with SouthGrow, Kim worked as an economic development officer with Community Futures in Taber, where she led projects like the re-branding of the local Chamber of Commerce and the Vauxhall business society.



Before this Kim spent years working with Alberta Transportation, with the Alberta Urban Municipalities Association, and even in a law office. She is adept at facilitating strategic planning and engagement sessions and then integrating the outcomes of public feedback processes with objective research, helping our team find an informed balance between public opinion and best practice. Additionally, her specific training in local government administration lets our team operate with the lens of local administration.

Jessie Stilson, BMgt - Marketing Manager

As a formally trained marketing professional, Jessie rounds out the comprehensive community knowledge of our team with raw technical skills and talent. Her graphic design proficiencies lets PWC turn knowledge and strategy into striking visual curb appeal. Jessie has demonstrated this again and again in her career with such prominent branding projects as the Lethbridge Downtown BRZ rebranding exercise and a branding guide for a private company called Plan Well (planwellguide.com). Jessie complements her technical work by backing it up with solid market research and approaches the creative process armed with extensive knowledge of the issues at stake and with the end use of the project in mind.



Emma Dering, BFA - Grants Manager

Emma is a seasoned professional with extensive experience in grant management and writing, spanning back to 2017. Commencing her career collaborating with esteemed faculty members at the University of Lethbridge, Emma demonstrated her proficiency in crafting persuasive proposals for academic research initiatives. Over time, she transitioned into the domain of grant writing, where she now dedicates her expertise to securing economic development funding for her clientele. Equipped with a Bachelor of Arts in English and a

Master of Fine Arts in Creative Writing, Emma possesses a robust skill set encompassing grants administration, writing, and editing, making her an invaluable asset in achieving funding objectives.



Makayla Gross - Marketing Coordinator

Makayla Gross is an accomplished marketing professional with a Bachelor's of Management and a strong background in digital marketing, focusing on economic development, agriculture, and enterprise initiatives. As the Marketing Coordinator at PWC, she brings expertise in brand growth, ensuring consistent and impactful branding across projects. Makayla's experience spans the management of diverse marketing strategies, from social media and email campaigns to website development and event planning. She also founded and operates Westward Marketing Solutions, where she delivers tailored marketing solutions for both large and small organizations. Known for her ability to build strong client relationships and deliver results, Makayla leverages her diverse skill set to drive growth and engagement.



Greg Wagland, B.A. - Data and Analytics

Greg Wagland is a self-described 'data geek' who has spent his career using data analytics to drive high level decision making at organizations like the Toronto Symphony Orchestra, The Mustard Seed, the Calgary Health Foundation, DonorVoice, and Food Banks Canada. Mr. Wagland is a master of automating the analysis of big-data sets and picking out key insights from that data.

No consultancy should leave home without a 'Greg'. Mr. Wagland is recognized for his skill in not only navigating but also demystifying the intricate world of data for stakeholders at all levels. His ability to distill complex data into actionable intelligence is a testament to his proficiency and passion for data analytics, making him an invaluable asset to any organization seeking to ground their strategic vision in solid empirical evidence.

Greg was raised in Ontario and imported to southern Alberta. He lives in Airdrie with his wife and daughter.



REFERENCES



Jim Willett

Chairperson of the SouthGrow Regional Initiative

Email: jimwillett@couttsalberta.com

Phone: 1-403-492-6592

Relationship to Progressive West Consulting: As the Chairperson for the SouthGrow Regional Initiative, Mr. Willett has been the chief executive officer of the association for which PWC has provided administrative services for the past 4 years and is deeply familiar with the qualifications and qualities of the PWC team. Mr. Willett has observed our work across dozens of projects in this time period, and even sat on the board of Community Futures Taber when Ms. Welby worked there. He is well placed to comment on how PWC goes above and beyond, exceeds expectations, and delivers value.



Henry Doeve

Chairperson of the Link Pathway Committee

Email: doevhenry@gmail.com

Phone: 1-403-382-0263

Relationship to Progressive West Consulting: Henry and the Link Pathway hired Progressive West Consulting to lead public consultations on a 15 km bike pathway from the City of Lethbridge to the Town of Coaldale. The relationship has gone so well that he has successively hired us to complete the route finding (done), engage in ongoing project coordination and development, and lead on the fundraising. The project has involved a lot of visual brand development work and reporting which can be found on their website at www.linkpathway.org. Henry is well placed to speak to our ability to navigate complex public engagement issues that involve both citizens at large and elected officials, and churn out branded communications that are well-researched, visually appealing, and effective in communicating the needs of the project.



REFERENCES



Greg Robinson

Community Development Director at the Town of Raymond

Email: robinson@raymond.ca


Phone: 1-403-317-4144

Relationship to Progressive West Consulting: Mr. Robinson has appreciated working with us so much he's hired us twice, first to take on the administration of SouthGrow in his previous role as Chairperson, and currently to engage in Municipal Energy Management and Community Project Management. Greg has worked closely with PWC on projects ranging from gas-station remediation to event design and promotion and a whole lot more. He is well positioned to speak authoritatively about our ability to integrate strategy and design, but even more so, our ability to generate community consensus and buy-in on complex municipal issues.

Additional References Available Upon Request!



Appendix A: Team Resumes



"Nothing of me is original. I am the combined effort of everyone I've ever known."

— Chuck Palahniuk

Peter Casurella

M.A. Phil., B.A. Phil, B.A. Eng. Lit

Peter Casurella is a management professional with a unique combination of experience in project management, government relations, stakeholder and public relations, research, and collaboration building, supplemented by wide-ranging experience in the trades, academia, non-profits, and policy and governance roles. Peter founded Progressive West Consulting in 2017 and in 2018 he took on the administrative contract for the SouthGrow Regional Initiative, a regional economic development alliance representing some 30 communities. Since then, Peter has built Progressive West into an organization with three full-time staff and numerous subcontractors who work alongside as subject matter experts. Peter is specifically talented at seeing and understanding the strategic vision, building achievable operational plans to reach that vision, and then securing stakeholder buy-in and support for a collaborative team-effort approach.

HIGHLIGHTED EXPERIENCE

Consultant, Progressive West Consulting

- Provided management services to the SouthGrow Regional Initiative since 2017 (below).
- Private business owner with a wide portfolio of municipally focused capital or strategic planning projects.
- Assumed route-finding for Link Pathway Committee and negotiated path access with federal and provincial government and private landowners resulting in approved pathway route. Led public consultation process.
- Funded, initiated, and staffed Municipal Energy Manager program for the Town of Raymond. Built and advanced \$1.25 million in projects to the funding stage, conducted energy audits on thirteen municipal facilities, provided opportunity registers for all facilities.
- Project managed former gas-station site remediation for Town of Raymond.

Executive Director, SouthGrow Regional Initiative

- Led a regional economic development alliance of 30 member communities, reporting to a Board of Directors of elected councilors.

SELECT PROFESSIONAL EXPERIENCE

- 2017 to Present: Progressive West Consulting / SouthGrow Regional Initiative - Director, Economic Development
- 2016 - 2017 Policy Analyst at the Lethbridge Chamber of Commerce.
- 2016 Marketing Manager at Jedwin Media
- 2014 - 2016: Advancement Coordinator at Lethbridge Family Services

EDUCATION

McMaster University

- Master of Arts (M.A.) Philosophy, 2013

University of Lethbridge

- Bachelor of Arts (B.A.) Philosophy, 2010

University of Lethbridge

- Bachelor of Arts (B.A.)
- English Literature, 2006

HIGHLIGHTED EXPERIENCE

Executive Director, SouthGrow Regional Initiative Cont'd

- Increased member communities from 24 to 30, restructured the Board, increased the visibility and awareness of SouthGrow initiatives, sustained initiative through GOA cuts, refunded organization from members.
- Managed a large portfolio of regional projects, including management of contractors, and oversight of projects advanced by partnering agencies.
- Administered the On-Farm Energy and Solar programs through CAP that delivered millions of dollars of upgrades to farm producers in southern Alberta.
- Led the Southern Alberta Alternative Energy Partnership as one of the managing members and oversaw the announcement of REP 2 with over 300 MW of new energy generation in southern Alberta, profiled \$2 billion in investments, held energy forums, provided community training on renewable energy adoption, led grid-modernization coalition to advance regulatory and legislative changes.
- Finalized the Peaks to Prairies project, resulting in 20 fast-charging EV stations built out in southern Alberta by the end of 2019. Built and secured \$2 million Zero Emissions Vehicle Infrastructure Program from Natural Resources Canada for 2021 – 2023 implementation.
- Assumed administration of the Highway 3 Twinning Development Association, hired and coached staff, and was instrumental in securing \$150 million dollars in funding for twinning 46 kilometers of highway. Numerous other advancements from planning to small projects.
- Delivered multiple broadband projects as part of strategic vision for Southern Alberta, including community broadband reports, regional asset mapping, an ambitious Cost Benefit Analysis on Rural Broadband Deployments for the entire province of Alberta, micro-grants for project initiation, Terragraph technology trial, UBF regional application supports, Terragraph Pilot Project, regional Terragraph multi-community scale up projects (P3 projects), and successful lobbying for essential SuperNet upgrades for member communities. Total value of projects ~\$2 million.
- Sat on Western Economic Diversification's economic development advisory council representing rural Alberta, provided local support to Ag and Forestry's and Invest Alberta's investment attraction teams, liaison with local Ec Dev's to respond lead generation.
- Led multiple industry-focused trade and investment initiatives, including a 2018 mission to France, helped land Bridge2Food conferences in Saskatchewan and Alberta in 2019, and participated in numerous investment hosting tours.
- Helped lead the Lethbridge Region Economic Recovery Taskforce as one of the 3 funders to respond to the Covid-19 crisis.
- Developed an impressive network of economic development, community, producer, business, government, and international contacts that I carry with me.
- Advised on dozens of economic development, development, investment attraction, business retention and expansion, advocacy, and government relations projects across all of Alberta.

Communications & Policy Strategist, Lethbridge Chamber of Commerce

- Developed engagement strategies for Chamber initiatives, leading to increased awareness, growing participation, and increased revenues.
- Led policy review of the 2017 changes to the Municipal Governance Act.
- Identified emerging issues and led the policy development and advocacy process. This involved advising staff and Board/committee members, conducting stakeholder analysis and engagement, risk mitigation, updates to stakeholders and members, and leveraging and mobilizing a large network of contact to pursue advocacy projects.
- Built and led Chamber communications initiatives, many of which are still in use today. One communications tool I developed was adopted by the Alberta Chambers of Commerce because they liked it so much. (Business Alerts)
- Designed member feedback mechanisms, analyzed information and potential issues, and recommended effective responses; creating reports and disseminating information to necessary parties and facilitating engagement events as required.
- Crafted two educational programs, grew the Chambers communications network by over 30%, and led a massive national advocacy program which saw the adoption of a policy on Digital Broadband as a Utility adopted by the Canadian Chamber of Commerce.
- Led a six-month accreditation effort that saw our Chamber recommended for Large Chamber Accreditation with Great Distinction.

HIGHLIGHTED EXPERIENCE

ExAccount Manager, Mobile App Consultant, Client Services Manager, Jedwin Media Inc.

- Restructured company systems and processes from those of a small shop to a growing corporation, modernizing their corporate accounting, project management systems, human resources management, and filing and tracking systems.
- Oversaw corporate finances, including payroll, expenses, billing, and compliance.
- Led client engagement, managing a broad portfolio across industries, improving retention while streamlining project fulfillment processes.
- Led corporate marketing including online advertising, social media management, direct mail, website design, direct sales, community networking and trade shows.
- Worked with a team of developers to bootstrap a new Communications and Marketing Mobile App design company from concept to a growing client base.
- Helped a growing clientele of communities, including Lethbridge County, Ponoka County, the Town of Magrath, and Brazeau County launch their own communications apps. More apps representing more communities coming online soon, including a First Nation.
- Coached clients on how to effectively engage with their community with new technology.

ADDITIONAL EXPERIENCE

Non-Profits

- 2015 - 2016 Coordinator, Advancement and Community Relations
- Lethbridge Family Services
- 2014 – 2015 Enhanced Life Skills Practitioner (Refugees)
- Lethbridge Family Services

Academia

- 2013 - 2014 McMaster University (Student Success Leader)
- 2011 - 2013 McMaster University (T.A.)

Customer Service (select)

- 2008 - 2015 The Keg Steakhouse and Bar
- 2003 - 2006 Ricky's All-Day Grill - Lethbridge, AB

Industry (select)

- 2008 – 2014 Casurella Industries (Owner)
- 2007 – 2008 Urban Construction (Supervisor)
- 2006 – 2007 Dreamwood Homes (Foreman)
- 2003 Connors Drilling (Drill Hand)

SELECT VOLUNTEER/BOARD/COMMITTEE WORK

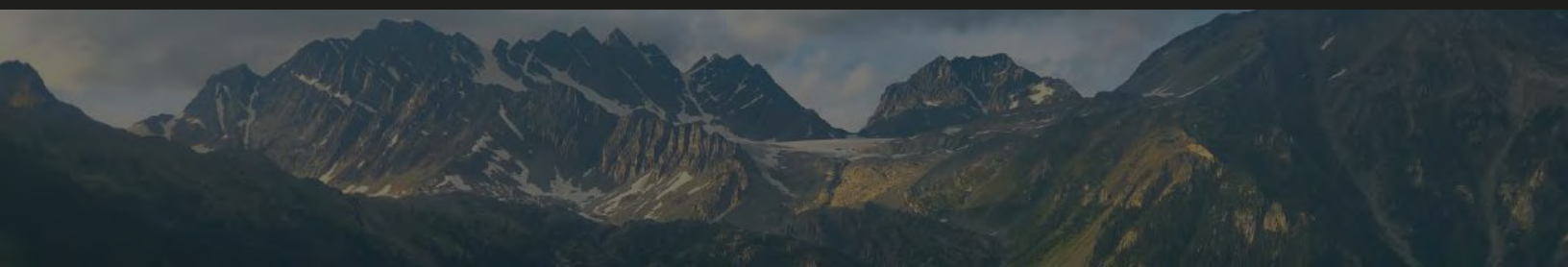
- Board of Directors, Economic Developers Alberta (2021 – 2023)
- Alberta Economic Development Partners Working Committee (Starting July 2020), Western Economic Diversification
- Lethbridge Economic Development Board of Directors (2020 – Present) – Economic Development Lethbridge
- Regional Innovation Network of Southern Alberta, Southern Alberta Alternative Energy Partnership, Environment Lethbridge, Highway 3 Twinning Development Association, Canadas Premier Food Corridor, Canada's Western Gateway, Southern Alberta Investment and Trade Initiative (2017 – Present)
- Vibrant Lethbridge Committee (2017 - 2018) – The City of Lethbridge
- International Affairs Committee, Innovations Policy Committee, Immigration Policy Committee (2017) - The Canadian Chamber of Commerce
- Alberta Chambers of Commerce Policy Committee (2017) – The Alberta Chambers of Commerce
- Human Subject Research Ethics Committee (2015 – 2017) - The University of Lethbridge
- Humanities Student Research Ethics Committee (2012 – 2015) - McMaster University
- Regional Direction and Policy Committee (2016 – 2017), Municipal Direction and Policy Committee (2015 – 2017) – The Lethbridge Chamber of Commerce

RELEVANT CERTIFICATIONS AND TRAINING

- Business Investment and Attraction – EDA (2019)
- Business Retention and Expansion – EDA (2019)
- Foreign Direct Investment Masterclass – Conway Training (2019)
- Quickbooks Online E-Learning Courses - Quickbooks (2019)
- Introduction to Economic Development for Elected Officials – EDA (2018)
- Introduction to Economic Development – EDA (2018)
- HR in a Box Workshop Series – Talent Pool Inc. (2017)
- AFP Fundamentals of Fundraising eLearning Course – AFP (2016)
- Fostering Diverse Communities Canada – Lethbridge Chamber (2015)

CURRENT PROFESSIONAL ASSOCIATIONS

Economic Developers Alberta (2018 - Present)



Kim Welby

B.A. Political Science, Cert. Local Authority Administration
Economic Developers Alberta, Young Professional of the Year 2022.

Kim Welby joined PWC as an Economic Development Officer in the spring of 2021 but has served in the industry in multiple capacities for the majority of her career. Kim has worked for Community Futures, for Alberta Transportation, and for the Alberta Urban Municipalities Association over the past decade, giving her a nebulous understanding of municipal and regional economic development needs. In these capacities, she's worked on numerous economic and community development projects for both municipalities and community groups. Kim is a talented researcher who combines her deep experience in the municipal sector with informed best practices to produce project strategies that are simply better than the standard. Kim also has a deep understanding of the technical and administrative aspects of local government which inform the strategies and plans that PWC rolls out.

HIGHLIGHTED EXPERIENCE

Canada's Premier Food Corridor

- Kim led the collaboration that built Canada's Premier Food Corridor brand while she worked for Community Futures. This involved consultations with the municipal stakeholders, working with her designer to draft options, selecting final options in conversation with the stakeholders and producing the full suite of finished design guides and variants. The project came with a website build and informed the marketing strategy of the initiative. Today Canada's Premier Food Corridor is recognized across Canada as a genuine industry cluster and the brand is referenced by everyone from the Premier of Alberta to Federal Ministers.

Municipal Energy Management

- Kim was the technical lead on the Raymond Municipal Energy Manager and in this capacity led the day to day work to complete energy audits on community buildings, build out energy management profiles, and align identified energy conservation measures with grant funding opportunities. Due to her work the Town of Raymond has successfully remediated an important commercial property, has installed tens of thousands of dollars worth of energy efficiency upgrades, and has nearly \$2 million more retrofits awaiting applied for grant funding.

PROFESSIONAL EXPERIENCE

- 2021 to Present: Progressive West Consulting / SouthGrow Regional Initiative - Economic Development Officer
- 2019 - Present: Southern Alberta Renewable Energy Co-op - Project Manager
- 2017 - 2021: Community Futures Chinook - Economic Development Officer
- 2012 - 2017: Alberta Transportation - Administration Coordinator
- 2011 - 2012: Alberta Urban Municipalities Association - Insurance Consultant
- 2009 - 2011: Chadi & Company - Legal Assistant

EDUCATION

University of Alberta

- Certificate, Local Authority Administration (2021)

University of Waterloo

- Economic Development (2018)

University of Lethbridge

- Bachelor of Arts, Political Science (2009)

Jessie Stilson

BMgt (Major: Marketing, Minor: New Media, Concentration: Marketing Communications)

Jessie Stilson joined PWC as Communications Officer earlier this summer. Although she is a recent graduate, Jessie has work experience in both the public and private sector as a marketing professional. She has developed and designed brands for a range of industries and using a variety of methodologies. Her experience, along with her balanced analytical and creative skillset make Jessie capable of not only design work, but she is a talented marketer and communicator as well. Jessie quickly grasps the intricacies of community development work, actively assists on project design and grant applications, and turns everything our team produces into a masterpiece, whether its a social media plan for a client, or a stats-heavy report.

HIGHLIGHTED EXPERIENCE

Southern Alberta Investment and Trade Initiative Global Marketing Program

- Jessie took a implemented an award-winning global marketing project focused on highlighting the opportunities in agri-food in southern Alberta and launched it cross-platform in North America and western Europe. This ongoing marketing campaign has yielded hundreds of thousands of impressions of ad content from global agri-food execs, thousands of click-throughs to lead generation landing pages, and has contributed to dozens of investment inquiries in the region.

Link Pathway Fundraising Drive

- The Link Pathway is a 15 km bike path proposed to be build between Lethbridge and Coaldale. Jessie helped PWC build a beautifully branded fundraising program brand and communications strategies. In addition to design and implementation, this includes a thorough research phase which involves customer interviews, a review of the current branding, and an analysis of areas of opportunity.

PROFESSIONAL EXPERIENCE

- (Current) Progressive West Consulting - Marketing Manager
- 2021 Plan Well Guide - Marketing Manager
- 2020 Downtown Lethbridge BRZ - Marketing Assistant (Student Position)
- 2020 Dhillon School of Business - Research Assistant (Student Position)
- 2019 Forma Steel - Marketing Coordinator (Student Position)

EDUCATION

Dhillon School of Business:

- (Great Distinction) Bachelor of Management (2021)

Emma Dering

MFA Creative Writing, B.A. English

Emma Dering recently assumed the role of Grants Manager at PWC in March 2024, bringing with her a wealth of experience from her years as Grants Facilitator at the University of Lethbridge. With a background in academia and a keen eye for both creative and analytical writing, Emma effortlessly blends her creative problem solving skills with an eye for details necessary in grant writing. Her academic journey, crowned with a Bachelor of Arts in English and a Master of Fine Arts in Creative Writing, reflects her multifaceted skill set. Emma's arrival marks a pivotal moment for the team as her adeptness in navigating the intricacies of grant management, coupled with her innate ability to weave compelling narratives, promises to elevate our approach to securing funding. Beyond her academic accomplishments, Emma's collaborative spirit shines through as she seamlessly integrates into our team dynamic, actively contributing to project design, grant applications, and transforming our endeavors into polished masterpieces.

HIGHLIGHTED EXPERIENCE

Grants Facilitator at the University of Lethbridge

- Emma distinguished herself through her exceptional dedication and proficiency in securing funding for academic research endeavours. Her strategic approach to grant writing, coupled with her adeptness in cultivating relationships with faculty members, played a pivotal role in driving the university's research initiatives forward. Emma's keen attention to detail and persuasive communication skills enabled her to craft compelling proposals tailored to diverse funding opportunities. Under her guidance, numerous faculty members successfully secured funding for their research projects, further enhancing the university's reputation as a hub for scholarly excellence.

PROFESSIONAL EXPERIENCE

- (Current) Progressive West Consulting - Grants Manager
- 2018 University of Lethbridge - Grants Facilitator
- 2017 University of Lethbridge - Industry Liaison Office Coordinator
- 2016 Veterans Transition Network - Creative Writer
- 2014 University of Lethbridge - Managing Journal Editor
- 2013 University of Lethbridge - Research Assistant

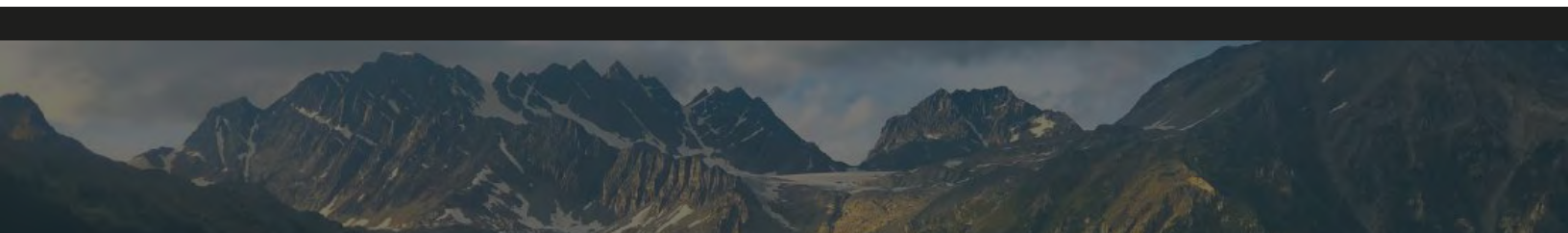
EDUCATION

University of British Columbia:

- Masters of Fine Arts in Creative Writing (2017)

University of Lethbridge:

- (Great Distinction) Bachelor of Arts in English (2015)



Outdoor Swimming Pool	Property	Whole Facility	Fire Detection	Medium	National Fire Code	MISSING DETECTOR - Recommend installation of a firealarm with the inclusion of strobe lights which ensure a visible and effective method of alerting individuals of an emergency, especially those who may have hearing impairments throughout the facility to ensure local, early detection of any fire situation(s). Devices to be hard wired and interconnected.
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Proposal for **ONGOING COMMUNICATIONS SUPPORT SERVICES**

Town of Milk River
February 3, 2025

PREPARED BY



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APPENDICES

Appendix A – Corporate Disclosures

- i. Insurance
- ii. Conflict of Interest
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- iv. Confidentiality & Privacy
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- vi. Commitment to Inclusion

1 Corporate Profile

Catalyst Communications works with local government organizations across Canada in building their communications, engagement and crisis management capacity in a variety of areas designed to help organizations achieve **success, stability, and sustainability** through efficient and innovative approaches to local government communications.

Our core areas of work include communications audits; communications and crisis communications planning; engagement strategy and framework development; training and professional development workshops for Administration and/or Council; crisis communications, crisis management and reputation management; and the design and execution of public engagement.

We work hard to bring valuable perspectives to each project, informed by best practice, practical experience, and a deep knowledge of local government. Our solutions and recommendations are realistic, actionable, innovative, and aspirational where appropriate. We recognize the work you do is valuable to those you serve, and we therefore seek to build upon the good work you've already undertaken. We are the experts of process; you are the experts of your community. That is not lost on us and, as a result, we value you as a partner in our work together.

Mission

Catalyst Communications is an expert in local government communications, helping organizations grow their internal capacity, while setting them up for success by exceeding expectations in specialized areas of communications, engagement, and crisis management, driving short-term excellence and long-term sustainability.

Values

Integrity: We dedicate ourselves to each project and client in full, with an open mind, respectful practices, honesty, and transparency in all that we do.

Value: We strive to provide value beyond the core scope of deliverables, sharing knowledge and providing support where we can, while building relationships with client organizations that extends beyond the constraints of any one project.

Innovation: We commit to constantly adapting, evolving, and learning, to anchor our approaches in best practice while finding solutions that best meet the needs of each individual organization with which we work, and to look for solutions to any obstacle that arises.

Diversity: We believe in diversity of opinion, perspective, identity, experience, and thought, recognizing that good ideas are not exclusive to any one group. We actively strive for inclusive behaviours across our company, through our work, and with our clients.

2 Scope of Engagement

Catalyst Communications was recently contacted by the Town of Milk River to discuss the potential of working together in an ongoing capacity, to provide communications support on an as-needed basis, in addition to graphic design services.

We have maintained similar relationships with many organizations over the years, and would be thrilled to support the Town in this capacity moving forward. Our main goal in working with communities such as Milk River is to increase capacity, while providing a high level of service for a reasonable fee.

2.1 Support Services

Due to the broad nature of this agreement, it is difficult to define exact deliverables required to meet the Town's needs. Recognizing that project work may vary significantly based on the rapidly evolving needs of the Town, we instead commit to providing support and executing projects tied to specific processes and emerging Town needs, upon request.

It is assumed that the associated processes fall within the scope of local government communications, public engagement, and/or crisis communications. Generally speaking, local government communications agreements of the nature proposed with Milk River include the following areas of service delivery, though this list is not exhaustive:

- Public Communications strategies, plans & content development
- Public Engagement strategies, plans, activity execution, analysis & reporting
- Crisis communications/crisis management planning, execution, and evaluation
- Graphic design & layout
- Key Message creation
- Social Media management
- Media Relations
- Reputation management
- Professional Development (training & workshops)
- Policy & Bylaw development
- Presentations to Council

In addition to communications, we are pleased to be able to provide additional support in areas of governance and strategy development, if required. Should specific municipal administration and/or governance needs arise, project scope and requirements would be evaluated on a case-by-case basis.

2.2 Approach

While we are not in-house employees of the Town, we work hard to provide a level of service which makes it feel as though we're part of the team! This includes a high level of responsiveness, and a dedication to incorporating local context (including local branding, recognition of current circumstances, and so on). We do not try to fit you into another municipality's box. Each municipality – as an organization and as a community – is unique, and we therefore develop communications and engagement outputs specific to your local needs.

This is most commonly fulfilled via remote work. However, there are times at which it may be necessary, or otherwise appropriate, for us to manage communications and/or engagement on the ground, and we are happy to work within those requirements as well, with reasonable notice.

2.2.1 Commitment Options & Costing

Recognizing that each community has different support requirements, we have developed an approach which allows us to tailor our outputs to your desired levels of service. This includes commitment offerings ranging in scope from 10 hours/month to custom packages, through which Catalyst Communications operates as your internal communications department.

Currently, the lowest level of commitment accommodated through our retainer model is 10 hours; however, we understand that the Town is seeking a significantly lower commitment of up to 5 hours per month. As such, we are happy to offer a custom package for the Town, as follows:

MONTHLY MAXIMUM HOURS/COMMITMENT	MONTHLY RETAINER FEE	HOURLY RATE FOR ADDITIONAL WORK
5	\$1,000*	\$190*

*All costing is provided in Canadian Dollars (CAD), excluding GST. Any unanticipated expenses associated with requested deliverables would be disclosed to the Town up front, and then charged at cost.

In contrast, our typical hourly rate is \$220. The rate difference between our hourly rate and retainer structure results in significant savings for your organization over time, including for any instances in which additional work is required beyond the agreed-upon monthly commitment structure.

If it is determined that an adjustment in the number of hours committed to on an ongoing basis is required, we do provide opportunities for adjustment of the commitment level every three (3) months. However, we view agreements of this nature as a true relationship, and are therefore also open to discussions on an ongoing basis. It is our primary goal to ensure we are meeting your needs at all times.

3 Our Core Team

For the purposes of this agreement, you will most frequently be working directly with Catalyst Communications president Benjamin Proulx. However, we have included an overview of the full team below.

Benjamin Proulx, APR

As president of Catalyst Communications, Benjamin Proulx, APR, is an established leader in local government communications, public engagement, and crisis management (including crisis communications and reputation management). This work is supported by extensive experience working in municipal administration, organizational strategy development, and good governance



In addition to extensive on-the-ground experience spanning more than 15 years with dozens of municipalities across Canada, Ben has been at the forefront of innovation in the field of municipal communications, including having developed the widely-adopted *Public Engagement With Intent Framework* – the only structured approach to public participation designed specifically for local government, and having been recognized as setting a new bar for municipal transparency and communications in crisis management.

Ben is in his third year of teaching with Alberta's Elected Officials Education Program (*Council's Role in Public Engagement*); has been engaged as a guest lecturer with Capilano University's Local Government Administration program; created the [Leadership Guide to Effective CAO-Council Relations](#), and the crisis communications and public engagement portions of the [Municipal Resilience Toolkit: Strategies for Crisis Management](#), both for the Canadian Association of Municipal Administrators (CAMA); founded and is Executive Director of the Canadian Association of Municipal Communicators (CAMC); and, is an Accredited Public Relations (APR) practitioner through the Canadian Public Relations Society (CPRS).

Lindsay Chambers

With more than a decade of experience working in local government communications, engagement and strategy development, Lindsay brings a unique combination of strategic thinking and creative flair to every project. As a senior communications professional – with credentials in Emergency Management and public engagement, and an education background in journalism and graphic design – Lindsay's unique background and experience combine to provide a dynamic perspective to all our relationships and projects in local government.



Serena Bonneville

Serena is the newest addition to the Catalyst Communications team, but brings a wealth of experience to the table, having worked in local government and as a consultant to numerous organizations. Her core areas of focus include public engagement; public discourse and conflict management; and, Indigenous engagement, communications, and relationship building.



In addition to her notable experience working specifically with local government, Serena holds a Bachelor's of Communications; and certifications in Environmental Communications from Eco Canada, Leadership & Conflict from the Justice Institute of BC, and Public Participation through IAP2.

Kendall Crowle, Office Manager

Kendall has handled Catalyst Communications project coordination for five years now, ensuring work is completed efficiently, while maintaining project schedules and budgets. She is a skilled and organized project administrator whose focus ensures that various process considerations move forward in a seamless manner.



3.1 Additional Resources

The professionals outlined above represent those team members with whom you would most commonly work in this professional agreement, Catalyst Communications has an extensive network of professional associates with expertise in various areas of local government.

Should a project arise that demands a skillset other than what is offered through the core project team, the Town does have access to our full roster of associates. This is additionally beneficial in the event that one or more of the core project team members is unavailable for an extended period of time, due to illness or another unexpected event which takes them away from work.

Thank you for your trust and consideration.



Communicate With Purpose.

The contents of this proposal are confidential and contain proprietary information including personal identifying information, and trade secrets (methodology, project approach, project costing, proposal formatting), as mandatory exceptions under FOIP s.16(1) and s.27(2), and discretionary exceptions under FOIP s.19, s.21, s.23, s.24(1), s.25, and s.27. It is strictly forbidden to disclose the contents of this proposal to any external third party/parties (or any other party/parties for whom this proposal was not delivered and/or intended to be reviewed as named parties), including the proposal being shared as part of a public agenda, without the expressed written consent of Catalyst Communications president Benjamin Proulx.

Appendix A – Corporate Disclosures

The following corporate disclosures are provided proactively as a professional courtesy.

i. Insurance

Catalyst Communications maintains insurance at or above industry standards in areas including General Commercial Liabilities and Errors and Omissions.

ii. Conflict of Interest

There is no real or perceived conflict of interest in Catalyst Communications engaging with the Town of Milk River, whether financial or relationship-based, or in any manner that may conflict with required impartiality and neutrality in the execution of this or any other project with the Town.

iii. Code of Conduct

As a member of the Canadian Association of Municipal Communicators (CAMC) and as an accredited member of the Canadian Public Relations Society (CPRS), Catalyst Communications president Benjamin Proulx adheres to the [CAMC Code of Professional Conduct](#) and the [CPRS Code of Professional Standards](#), respectively.

iv. Confidentiality & Privacy

Catalyst Communications commits to full confidentiality of any project and organizational details which are not readily available to the public, and to the secure storage of all documents obtained from the CouTownty in the execution of this project. Upon project completion, any and all confidential files will be returned to the Town or destroyed, at the request of the Town.

vi. Land Acknowledgement

Catalyst Communications' head office is located on the traditional territories of the Indigenous Peoples of the Treaty 6 region. We respect the histories, languages, and cultures of First Nations, Métis, Inuit, and all Indigenous Peoples of Canada, whose presence and cultures continue to enrich our community today.

vii. Commitment to Inclusion

Catalyst Communications is committed to inclusivity and open-mindedness in the execution of our work and in interacting with our clients and members of their communities. We embrace differences and diversity of opinion, perspectives, identity, experience, and thought, and we actively strive for inclusive behaviours across all aspects of our operations, including in reducing barriers to access for efforts aligned with public participation.

Request for Decision

Councillor Reports

April 14, 2025



RECOMMENDATION

That the Councillors reports for the period ending April 14, 2025, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Elected Officials, appointed at the annual organizational meeting, attend regular meetings of various boards, commissions, and committees. Each elected official is required to keep Council informed by providing regular activity of the board, commission, or committee they are appointed to.

RISKS/CONSEQUENCES

Should committee reports not be relayed, members of Council will not be informed on the various boards, commissions, and committees.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Milk River and District Ag Society
2. Oldman River Regional Services Commission
3. Milk River Health Professionals Attraction and Retention Committee

Milk River & District Ag Society
Regular meeting #6
March 17, 2025

Directors present: Laurie Balog, Trevor Walker, Ted Swanson, Suzanne Furlong, Sheila Garber, Bob Bogle, Leslie Macedo, Ryan Ellert, Barb Hoytos, Jodie Wehlage, Shayne Johnston

Meeting chaired and called to order at 7:00 by Laurie Balog.

Motion to adopt the agenda as presented by Laurie Balog.

Motion to accept minutes as presented by Trevor Walker, 2nd by Jodie Wehlage. Motion carried.

Treasurer's Report:

- Bills presented: Home Hardware for railing, battery and LED bulbs, Amanda Hood for cleaning Kinsmen Room, Foremost newsletter, shirts for the Gord Bamford concert, concession. Motion to pay bills as presented, made by Suzanne Furlong, 2nd by Ryan Ellert. Motion carried.
- Financial report presented, nothing out of the ordinary to report. Motion made to accept as presented, made Suzanne Furlong, 2nd by Ryan Ellert. Motion carried.

Old Business:

1. **Janitor:** as per the text sent out urgently regarding an urgent situation to resolve: Too many complaints regarding the cleanliness have been received, all very legitimate. The board decided to let go of the current janitor. On a good note, we have hired Agnes Dobrocane, confirmed by a motion made by Trevor Walker, 2nd by Leslie Macedo, motion carried. Agnes came in briefly to meet all the directors.
 - Sheila brought in a Swiffer broom that works well on the gym floor and has a quote from AB Broom for the pads. Motion to purchase a pack of 12 24" pads, a pack of 4 36" pads, made by Sheils Garber, 2nd by Suzanne Furlong. Motion carried.
2. **Benches repair:** the benches are now completed. They look very nice. Ted will build a closet by the back to store shovels and the window blind. Thank you, Ted for all your hard work!
3. **Comm Foundation Grant:** the grant is for a maximum of \$15,000. The application has been submitted and are waiting for results. This is to go towards the cost of roof repair, at a cost of \$69K. If we do not get the full \$15K, we will wait to re-apply in fall, for the full amount.
 - Sheila has sent a letter to the Kinsmen asking for a donation as well (she was prompted by a member to apply).
 - Laurie will talk to the town about getting the Curling Rink roof painted as well so the two buildings get a facelift at the same time.
4. **Kinsmen Dance:** about 200 in attendance. We made about \$500 from the concession. It was a good turnout and good time for all.
5. **New Score clock:** we had promised to have it up in time for the Alumni game weekend, which is April 25-26. Ted will get it done in time and will ask for help...
6. **Back room clean-up:** the back room will get cleaned out after the Curtain Call play. We need for the concert.

Correspondence:

- Agri-News weekly news (forwarded by email)
- Stigma Free Mental Health (video & empowering youth) – (forwarded by email)
- Alberta Community Development (learning opportunities) - (forwarded by email)
- Advancing Women Conference (forwarded by email)
- Govt of Alberta –funding for primary Ag Societies (forwarded by email)

- AAAS - Empowering AB's rural Communities) (forwarded by email)
- Petra Klempnauer (Region 1 president) – sharing info within the region (forwarded by email)
- Thank you card from Youth Range Days
- Letter from Heartland Trg & Support Hub (previously called Farm Safety Ctr) – asking for donation. Tabled to next meeting.

New Business:

- **Water leak:** Ted found a water leak under the gym steps, called Lee McTaggart and had it fixed right away.
- **Evacuation Plan:** Jera Vandenhoeck is putting one together for us. Tabled to later meeting.
- **Painting the gymnastics walls:** The group submitted a quote (\$6000) in hopes we would pay for it. The gymnastics room is really not on our radar to do anything with, It is for a small group of folks, they pay a very small rent (\$300/year) and need to be reminded to pay. It was decided we should meet with them to discuss this request and their responsibilities versus ours. We also need to come up with a contract to formalize the rental agreement. Laurie will set up a meeting and have Bob attend as well.

Committee reports:

- ✓ **Gord Bamford –**
 - Update by Trevor- we have about \$3200 in sponsorships, waiting to hear from Cronkhites, have 2 full beer troughs,
 - 189 in attendance so far, the organizer is not concerned.
- ✓ **Collector/Community Garage Sale –** Scheduled for June 14. Jera is taking reservations for tables.
- ✓ ~~**Bonanza Day**~~
- ✓ ~~**Oktoberfest**~~

Laurie Balog motioned to adjourn the meeting at 7:48 PM.

Next meeting: April 28th, 2025 at 7pm in Agora room (one week later than usual due to Easter Monday)



BOARD OF DIRECTORS' MEETING MINUTES

Thursday, December 5, 2024 – 7:00 p.m.

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge) or ZOOM Virtual Meeting

BOARD OF DIRECTORS:

Colin Bexte (Virtual).....Village of Arrowwood
Shayla Anderson (In Person)..... Village of Barnwell
Dan Doell (In Person)..... Village of Barons
Mike Wetzstein (Virtual)..... Town of Bassano
Ray Juska (Virtual) City of Brooks
Roger Houghton (In Person)..... Cardston County
Allan Burton (Absent) Town of Cardston
Sue Dahl (Virtual)..... Village of Carmangay
James F. Smith (Absent) Village of Champion
Brad Schlossberger (In Person)..... Town of Claresholm
Deborah Florence (In Person)..... Town of Coalhurst
Tanya Smith (In Person)..... Village of Coutts
Dave Slingerland (Absent) Village of Cowley
Dave Filipuzzi (In Person)..... Mun. Crowsnest Pass
Dean Ward (In Person) Mun. Crowsnest Pass
Stephen Dortch (In Person) Village of Duchess
Brent Feyter (In Person) Town of Fort Macleod
Joan Hughson (Absent) County of Forty Mile
Mark Peterson (In Person)..... Village of Glenwood
Suzanne French (Virtual) Village of Hill Spring
Morris Zeinstra (In Person).....Lethbridge County

Brad Koch (Absent) Village of Lomond
Gerry Baril (In Person) Town of Magrath
Peggy Losey (Absent)..... Town of Milk River
Dean Melnyk (In Person) Village of Milo
Victor Czop (In Person) Town of Nanton
Marinus de Leeuw (In Person) Town of Nobleford
Henry DeKok (In Person)..... Town of Picture Butte
Jim Welsch (Absent) M.D. of Pincher Creek
Don Anderberg (In Person) Town Pincher Creek
Ronald Davis (Absent)..... M.D. of Ranchland
Neil Sieben (In Person)..... Town of Raymond
Don Norby (In Person) Town of Stavely
Matthew Foss (Absent)..... Village of Stirling
John DeGroot (Absent) MD of Taber
Russell Norris (In Person)..... Town of Vauxhall
Christopher Northcott (In Person)..... Vulcan County
Lyle Magnusen (In Person) Town of Vulcan
David Cody (In Person)..... County of Warner
Marty Kirby (Virtual) Village of Warner
Evan Berger (In Person) M.D. Willow Creek

STAFF:

Bonnie Brunner Senior Planner
Mike Burla Senior Planner
Ryan Dyck Planner
Carlin GrovesGIS/CAD Technologist
Steve Harty Senior Planner
Diane Horvath Senior Planner
Harsimran Kaur..... Assistant Planner
Raeanne Keer Executive Assistant
Mladen Krstic (Virtual).....GIS/CAD Technologist

Lenze Kuiper Chief Administrative Officer
Jennifer Maxwell Subdivision Technician
Kaylee SailerGIS/CAD Technologist
Stephanie Sayer..... Accounting Clerk
Kattie Schlamp..... Planner
Rachel Schortinghuis Assistant Planner
Gavin Scott Senior Planner
Jaime Thomas.....GIS Analyst
Jiayi Wang..... Assistant Planner

GUEST:

Angie Jensen..... Village of Barnwell, CAO

Vice Chair Don Anderberg called the meeting to order at 7:00 pm.

1. APPROVAL OF AGENDA

Moved by: Mike Wetzstein

THAT the Board adopts the Agenda for December 5, 2024, as presented.

CARRIED

2. Budget

a. Budget Presentation

Vice Chair Don Anderberg and Executive Member Christopher Northcott presented the 2025 Budget Presentation to the Board.

The Board inquired about the costs of software, and what our projected year-end deficit is.

b. Proposed 2025 Operating Budget

Vice Chair Anderberg presented the proposed 2025 Operating Budget to the Board.

Moved by: Brad Schlossberger

THAT the Board approves the 2025 Operating Budget, as presented.

CARRIED

c. Proposed 2025-2029 Capital Plan and Budget

Vice Chair Anderberg presented the proposed 2025 – 2029 Capital Plan, and the 2025 Capital Budget to the Board.

Moved by: Victor Czap

THAT the Board approved the 2025 Capital Budget, as presented.

CARRIED

3. ELECTION OF EXECUTIVE COMMITTEE FOR 2024-2025

a. Nomination Information

L. Kuiper presented the Executive Committee Election process to the Board and presented the list of nominations received during the nomination period.

b. Election of Chair

L. Kuiper stated that Administration received 1 nomination for Chair, Christopher Northcott of Vulcan County, and inquired if there were any nominations from the floor for the position of Chair, and there were none.

L. Kuiper asked a second and third time if there were any nominations from the floor for the position of Chair, and there were none.

Mr. Christopher Northcott of Vulcan County was proclaimed Chair of the Oldman River Regional Services Commission Board of Directors.

c. Election for Vice Chair

L. Kuiper stated that Administration received 1 nomination for Vice Chair, Don Anderberg of the Town of Pincher Creek, and inquired if there were any nominations from the floor for the position of Vice Chair, and there were none.

L. Kuiper asked a second and third time if there were any nominations from the floor for the position of Vice Chair, and there were none.

Mr. Don Anderberg of the Town of Pincher Creek was proclaimed Vice Chair of the Oldman River Regional Services Commission Board of Directors.

d. Election of Executive Committee.

L. Kuiper stated that Administration received 6 nominations for Executive Committee members Evan Berger of the Municipal District of Willow Creek, David Cody of the County of Warner, Victor Czap of the Town of Nanton, Brad Schlossberger of the Town of Claresholm, Neil Sieben of the Town of Raymond, and Gordon Wolstenholme of the Town of Fort Macleod, and inquired if there were any nominations from the floor for the Executive Committee, and there were none.

L. Kuiper asked a second and third time if there were any nominations from the floor for the Executive Committee, and there were none.

Evan Berger of the Municipal District of Willow Creek, David Cody of the County of Warner, Christopher Northcott of Vulcan County, Brad Schlossberger of the Town of Claresholm, Neil Sieben of the Town of Raymond, and Gordon Wolstenholme of the Town of Fort Macleod were elected members of the Executive Committee for the Oldman River Regional Services Commission Board of Directors.

Moved by: Gerry Baril

THAT the Board directs the Returning Officer to destroy the ballots from the Annual Organizational Meeting.

CARRIED

4. APPROVAL OF MINUTES

Moved by: Brent Feyter

THAT the Board approves the meeting minutes of September 5, 2024, as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

6. REPORTS

a. Executive Committee Report

Vice Chair Anderberg presented the Executive Committee Report to the Board.

Moved by: Gerry Baril

THAT the Board accepts the Executive Committee Report, as presented for information purposes.

CARRIED

7. BUSINESS

a. Subdivision Activity
- As of October 31, 2024

L. Kuiper presented the Subdivision Activity statistics as of October 31, 2024 to the Board.

b. Assessment Appeal Activity
- 2024 Assessment Appeal Board Statistics

L. Kuiper presented the 2024 Assessment Appeal Board Statistics to the Board for information purposes.

c. Subdivision and Development Appeal Board Activity

L. Kuiper presented the 2024 Subdivision and Development Appeal Board Statistics to the Board as of November 27, 2024.

d. **ORRSC Periodical Winter 2024 – Exemptions**

G. Scott presented the Winter 2024 Periodical on Exemptions to the Board.

7. **ACCOUNTS**

a. **Balance Sheet and Comparative Income Statement**
- **As of October 31, 2024**

L. Kuiper presented the Balance Sheet and Comparative Income Statements as of October 31, 2024

Moved by: Stephen Dortch

THAT the Board approves Balance Sheet and Comparative Income State, as of October 31, 2024, as presented.

CARRIED

8. **NEW BUSINESS**

L. Kuiper presented Service Awards to Diane Horvath, for 25 Years, Carlin Groves, for 5 Years, and Maxwell Kelly, for 5 Years.

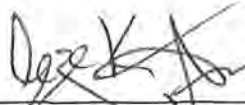
9. **NEXT MEETING – Thursday, March 6, 2025**

10. **ADJOURNMENT**

With no further questions and nothing further to discuss, Vice Chair Don Anderberg adjourned the meeting, the time being 9:02 pm.



Christopher Northcott, Chair



Lenze Kuiper, Chief Administrative Officer



OLDMAN RIVER REGIONAL SERVICES COMMISSION

EXECUTIVE COMMITTEE MEETING MINUTES

February 13, 2025; 6:00 pm

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, February 13, 2025, at 6:00 pm, in the ORRSC Administration Building and virtually on Zoom.

Attendance

Executive Committee

Christopher Northcott, Chair, Virtual
Don Anderberg, Vice Chair
David Cody
Brad Schlossberger
Neil Sieben, Virtual
Gordon Wolstenholme

Staff

Lenze Kuiper, Chief Administrative Officer
Raeanne Keer, Executive Assistant
Gavin Scott, Senior Planner

Absent

Evan Berger

Chairman Northcott called the meeting to order at 6:00 pm.

1. Approval of Agenda

Moved by: David Cody

THAT the Executive Committee adopts the February 13, 2025 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: Don Anderberg

THAT the Executive Committee approves the January 9, 2025 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

a. Regional Assessment Review Board Report

R. Keer stated that at the Executive Committee Meeting held on January 9, 2025, the Executive had inquiries about the Regional Assessment Review Board and its board members.

G. Wolstenholme arrived at 6:05 pm.

R. Keer presented the report on the Regional Assessment Review Board.

4. Official Business

a. Correspondence from MD of Taber

L. Kuiper stated that Chair Northcott and himself presented to the Municipal District of Taber Council in January about the 2025 Budget and membership fees.

L. Kuiper presented correspondence received from the Municipal District of Taber following the presentation.

b. Executive Committee Meeting Schedule

R. Keer advised that Administration is recommending that the Executive Committee meet in March in addition to the Regular Board Meeting due to the number of Executive led projects this year.

R. Keer inquired if the Executive would prefer to meet on their regularly scheduled meeting date, Thursday, March 13, 2025 or if they would like to meet prior to the Board Meeting on Thursday, March 6, 2025.

The Executive Committee discussed various meeting dates and times.

Moved by: Brad Schlossberger

THAT the Executive Committee moves the Regular Meeting of the Executive Committee from Thursday, March 13, 2025 at 6:00 pm to Thursday, March 6, 2025 at 5:00 pm.

CARRIED

c. Chief Administration Officer – Review & Recruitment

R. Keer stated that in the Fall of 2024 began the discussion of L. Kuiper's retirement and recruitment for the Chief Administration Officer position in 2025. R. Keer stated that at the time the Executive expressed interest in meeting with staff to discuss the organization and the position.

N. Sieben arrived at 6:24 pm

The Executive discussed various ideas and topics for further discussion at the next Executive Committee meeting, such as investigating the use of a recruiter, forming a sub-committee, how to meet with staff, the job description, and the timeline for the position.

d. Subdivision Activity – As of January 31, 2025

L. Kuiper presented the Subdivision Activity Report as of January 31, 2025 to the Executive Committee.

e. Project Tracking Matrix

R. Keer presented the project tracking matrix that is used internally to monitor the status and billing for Fee-For-Service Projects.

f. ORRSC Strategic Plan 2016-2026

L. Kuiper presented the 2016-2026 Strategic Plan to the Executive and highlight some of the action items in the Plan.

5. Accounts

a. Office Accounts

L. Kuiper presented the Monthly Office Accounts and the Payments and Credits for December 2024 to the Executive.

Moved by: Brad Schlossberger

THAT the Executive Committee approves the Monthly Office Accounts and the Payment and Credits for December 2024, as presented.

CARRIED

b. Financial Statements

L. Kuiper presented the Balance Sheets and Comparative Income Statements for December 2024 and the Details of Account for December 2024 to the Executive.

Moved by: Don Anderberg

THAT the Executive Committee approves the Balance Sheets and Comparative Income Statement for December 2024 and the Details of Account for December 2024, as presented.

CARRIED

6. New Business

There was no new business.

Moved by: Gord Wolstenholme

THAT the Executive Committee moves into Closed Session in accordance with Section 21 and Section 24 of the *Freedom of Information and Protections of Privacy Act*.

CARRIED AT 6:47 PM

7. Closed Session

a. ORRSC Planning Services Contracts

Pursuant to section 197(6) of the *Municipal Government Act*, the following members of Administration were in attendance for Agenda Item 7.a – ORRSC Planning Services Contracts: L. Kuiper, R. Keer, and G. Scott.

Moved by: Neil Sieben

THAT the Executive Committee moves into Open Session

CARRIED AT 7:20 PM

8. CAO's Report

L. Kuiper presented CAO Report to the Committee.

9. Round Table Discussions

Committee members and staff reported on various projects and activities in their respective municipalities.

10. Next Meeting – February 13, 2025

11. Adjournment

That the Executive Committee closes the meeting at 7:40 pm.



CHAIR



CHIEF ADMINISTRATIVE OFFICER

MILK RIVER HEALTH PROFESSIONALS ATTRACTION & RETENTION COMMITTEE
ANNUAL GENERAL MEETING
APRIL 1, 2025

MILK RIVER TOWN HALL – COUNCIL CHAMBERS

In Attendance: Scott MacCumber, Anne Michaelis, Colleen Bianchi, Judy Gaehring, Beth Kappelar, Austin Hook, Joan Hughson, David Cody, Lisa Balog, Christine Latimer, Sharon Thompson, Derek Baron

1. **Call to Order** – The meeting was called to order by Scott at 5:30 p.m.
2. **Agenda** – David made a motion to accept the agenda as written. All in favour. Carried.
3. **Introductions** – not needed.
4. **Minutes** – One correction. Paragraph 11 – Auditors – Shonda Cody will audit the financial records as an outside accountant instead of both David and Shonda Cody. Beth made a motion to accept the minutes of the April 2, 2024, AGM with the correction. - All in favour. Carried.
5. **Chairperson Report** – Scott gave a report on all the activities that the committee completed in 2024. Christine made a motion to accept the report. All in favour. Carried.
6. **Financial Report** – The annual report for 2024, audited by Shonda Cody, was reviewed. A motion was made by Christine to accept the report as written. All in favour. Carried. As of December 31, 2024, the committee had \$12,748.20 in the chequing account, and \$10,000 in GIC's for a total of \$22,748.20.
7. **Old Business** - None
8. **Annual Business**
 - A) Bylaw Review – No changes or amendments suggested.
 - B) Meeting Dates / Times / Location Review – the meetings will remain on the 1st Tuesday of the month at 5:30 PM, in Milk River. Meetings will be held every two months and additional meetings will be added as needed.
 - C) Mission Statement Review – No changes or amendments suggested.
9. **New Business** - Discussion on name of committee, decision made to leave as is.

10. Elections

- A) **Board of Directors** – Directors no longer on board: Tanya Smith, Emma Hult, and George Henline.
- B) **Executive** – The accepted nominations made and filled by acclamation were Scott MacCumber as Chairperson, David Cody as Vice-Chairperson, and Scott MacCumber as Secretary/Treasurer.

11. **Auditors** – Shonda Cody will audit the 2025 financial records. All in favour. Carried.

12. **AGM 2025** – the date of April 7, 2026, was selected.

13. **Adjournment** – the meeting was adjourned at 5:40 by Christine.

Request for Decision

Mayors Report

April 14, 2025



RECOMMENDATION

That the Mayors Report for April 14, 2025, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Mayor Liebelt will provide a report from the Mayors Desk.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Chief Mountain Regional Solid Waste Services Commission
2. Mayors and Reeves

**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
FEBRUARY 12, 2025, AT THE TOWN OF MAGRATH.**

Members Present:

Wayne Harris – Cardston County
Josh Bouelle – Town of Magrath
Kate Kindt – Town of Raymond
Gary Bikman – Village of Stirling
Jesse Heavy Runner – Blood Tribe (Zoom)

Larry Liebelt – Town of Milk River
John Grainger – Town of Cardston (Zoom)
Tyler Lindsay – Village of Warner
Brian Wickhorst – Village of Glenwood

Others Present:

Marian Carlson – SEO (Zoom)

Suzanne Pierson – Secretary/Treasurer

Commenced at 4:33 pm

Larry Liebelt in the Chair.

AGENDA

Brian Wickhorst moved to approve the agenda.

Carried

MINUTES

Kate Kindt moved that the minutes of the January 8, 2025, board meeting be adopted as presented.

Carried

NEW BUSINESS

The SEO reported that the Town of Raymond hauled waste directly to the Lethbridge BioGas facility on February 11, 2025, to test a load of curbside residential pickup.

The SEO advised that the Town of Raymond has not hauled any loads directly to the Landfill in the month of January. The SEO will follow up with the Town of Raymond.

The SEO presented the information from Stantec for curbside pickup through to burying waste at the Landfill. The SEO has requested that the final draft including the financial analysis from Stantec be presented at the March board meeting.

Jesse Heavy Runner arrived by Zoom at 4:47 p.m.

Josh Bouelle moved to approve the SEO's report.

Carried

The Secretary/Treasurer presented the Operator's report.

It was reported that 753.22 tonnes of waste were delivered to the Landfill in January 2025.

The Town of Raymond has expressed an interest in the Commission creating a concrete rubble pile at the Landfill. The board would like the Operator to get a detailed report including prices to have it crushed, interest from municipalities and/or contractors. The gravel could be used to improve the road at the Landfill.

Wayne Harris moved to approve the Operator's report as presented by the Secretary/Treasurer. Carried

Financial Statement

The Financial Statements for December 31, 2024, and January 31, 2025, were reviewed.

Tyler Lindsay moved to accept the December 31, 2024, and January 31, 2025, Financial Statements.

Carried

Approval of Bills

Bills for January 2025 were reviewed.

Kate Kindt moved to approve the bills for January 2025.

Carried

The SEO presented the following two policies for the board to approve: HR 19a Policy on Operations and F16 Policy on Per Diems.

01-25 Wayne Harris moved to approve HR19a Policy on Operations.

Carried

02-25 Wayne Harris moved to approve F16 Policy on Per Diems.

Carried

CORRESPONDENCE

A Notice of Public Hearing for By-Law 841.2024 proposes a change to the definition of a cabin from the Cardston County on February 10, 2025.

A Notice of Application for a subdivision of land from the Cardston County. A letter was sent from the Commission stating that the Landfill will not be moved with the approval of the subdivision.

03-25 Josh Bourelle moved to approve the letter that was sent to the Cardston County regarding the application for subdivision.

Carried

A letter from APS regarding the LAPP Annual Statement of Control Environment (ASCE) for the 2024 year. The letter was presented to the board that the Commission will send in response to APS.

04-25 Katie Kindt moved to send the ASCE letter to APS for the 2024 year.

Carried

A Notice of Public Hearing for Bylaw 849.2025 from the Cardston County.

05-25 Gary Bikman moved to send a letter to the Cardston County regarding the location of the Hill Spring/Glenwood transfer station and that it will not be moved.

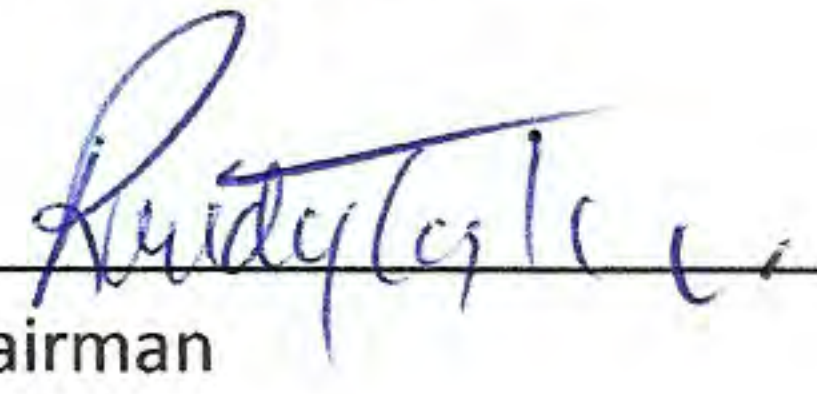
Carried

ADJOURNMENT

Kate Kindt moved the meeting adjourned.

Adjournment at 5:21 p.m.

The Next Commission board meeting is scheduled for Wednesday, March 12, 2025, at 4:30 p.m. in the Town of Magrath.


Chairman

Engagement from landowners, developers, industry and municipalities will strengthen the operations of the Land and Property Rights Tribunal (LPRT)

Key messages:

- Alberta's government remains focused on ensuring our province is the best place to live, work and raise a family.
- Land ownership and property rights are a key pillar of a free and prosperous society.
- The *Land and Property Rights Tribunal* holds an important role in ensuring Albertans' property rights are protected by ensuring a fair and impartial appeal process for property assessments, surface rights, compensation, land use planning and other matters that impact land ownership and the municipalities where they live.
- To further strengthen Albertans' rights to appeal decisions made regarding their land and property, we have hired an external consultant to review the *Land and Property Rights Tribunal* business processes to ensure they are effective and responsive to the needs of Albertans.
- The consultant will gather feedback through focus groups, interviews and written submissions. Albertans and interested parties are invited to provide their feedback through a public online survey until March 30, 2025.

Background:

- The consultant is engaging with municipalities, developers, industry groups, assessors, landowners and other interested parties.
- The consultant will evaluate the LPRTs:
 - Performance;
 - Effectiveness in meeting its mandate, goals and outcomes;
 - Accessibility of services; and
 - Timeliness of carrying out its responsibilities

In December 2024, Alberta's government announced the creation of an Interdiction Patrol Team (IPT) under the Alberta Sheriffs to increase security along the Alberta-Montana border. Hiring for the team continues and the number of members deployed at the border is increasing as the IPT's operations scale up.

Key Messages:

- Alberta's government remains focused on ensuring our province is the best place to live, work and raise a family and that includes ensuring the security of our southern border.
- Our government will not stand for illegal activities that threaten the well-being of Albertans or Alberta's economy.
- We are moving forward with a full suite of border security measures, including uniformed and armed officers, trained K-9 teams, drones, a 2 km buffer zone, and the support of highway maintenance teams to stop the illegal movement of drugs, people and firearms in both directions.
 - This comprehensive strategy will improve situational awareness, prevent unauthorized entry and exit, and ultimately protect Alberta communities by reducing the flow of illicit goods and activities.

- Budget 2025 will fund three new vehicle inspection stations as another layer of border security so sheriffs will have dedicated facilities to check commercial vehicles.
- Additionally, we are training highway maintenance workers to identify and report any suspicious activity they see during highway maintenance operations.
- We have also issued an order in council that designates a two-kilometre-deep critical border zone as essential infrastructure under the Critical Infrastructure Defence Act in order to further protect our border.
- A strong, secure border will keep Alberta families and communities safe, and we are committed to that work.

Key Facts:

- The Interdiction Patrol Team became operational on Jan. 20.
- As of March 5, 20 members of the Alberta Sheriffs have been assigned to the IPT to patrol between entry points along Alberta's side of the border.
 - These sheriffs are divided into two teams of seven members each, deployed from Medicine Hat, Lethbridge and Burmis.
 - The remaining six sheriffs work in teams of two, staggering shifts to increase coverage at vehicle inspection stations.
- Fourteen additional sheriffs will be deployed throughout March 2025, once more IPT positions have been filled. By mid-April, more than 30 sheriffs are expected to have been assigned to the IPT to patrol entry points along Alberta's side of the border.
 - The remainder of the IPT positions are expected to be filled in the first quarter of 2025-26, subject to final budget approvals and program space acquired.
- Many of these sheriffs are also trained to conduct commercial vehicle inspections allowing us to increase inspections at vehicle inspection stations as well as on area highways.
- To further enhance border protection and enforcement, in January 2025, Alberta's government amended the Critical Infrastructure Defence Regulation to add a two-kilometre-deep border zone north of the Alberta-United States border to the definition of essential infrastructure under the *Critical Infrastructure Defence Act*.

Alberta's government is implementing a proportionate, measured response to U.S. tariffs and taking decisive action on internal trade with free trade and mobility agreements.

U.S. Tariffs

Key Messages:

- The tariffs imposed by U.S. President Donald Trump are an unjustifiable economic attack on Canadians and Albertans.
 - The tariffs represent a clear breach of the trade agreement signed by this same U.S. President during his first term.
- This is not the way it should be between two of the world's strongest trading allies and partners.
- Now is the time for us to unite as a province and a country.
- Our government will always put the best interests of Alberta and Albertans first.

- We must do everything we can to tear down provincial trade barriers and fast-track the construction of resource projects including pipelines, LNG facilities and critical minerals projects.
- We must strengthen our trade ties throughout Europe, Asia and the Americas for all our energy, agricultural and manufactured products.

Alberta Response to U.S. Tariffs

Key Messages:

- Alberta's government is implementing non-tariff retaliatory measures in response to U.S. tariffs.
 - Alberta is altering its procurement practices to ensure Alberta's government purchase their goods and services from Alberta companies, Canadian companies or countries with which Canada has a free trade agreement that is being honoured.
 - This includes provincial agencies, school boards, Crown corporations and municipalities,
 - Alberta's government directed Alberta Gaming, Liquor and Cannabis to suspend the purchase of U.S. alcohol and video lottery terminals (VLTs) from American companies until further notice.
 - This will ensure Alberta and Canadian brands take priority in restaurants, bars and on retail shelves.
- In addition, our government will prioritize Alberta's and Canada's world-class products and businesses as we face this challenge together.
 - Alberta's government will continue to push other provinces to match our ambition in providing full labour mobility and eliminating restrictive provincial trade barriers through work like mutual recognition of regulations.
 - This will allow for goods, services, and labour from other provinces to flow into and out of Alberta without having to undergo additional regulatory assessments.
 - The government will help Alberta grocers and other retailers with labelling Canadian products in their stores and will launch a "Buy Alberta" marketing campaign to remind Albertans of their options for local food and the importance of supporting Alberta's agriculture producers and processors.
 - This will encourage the purchase of stock from vendors in Alberta, Canada and other countries with which Canada has a free trade agreement
 - Alberta's government will continue to focus on doubling oil production.
 - With U.S. tariffs in place on Canadian energy products, Alberta is looking elsewhere for additional pipeline infrastructure, including east and west, to get our products to new markets.

Key Facts:

- On March 4, U.S. President Trump implemented a 25 per cent tariff on all Canadian goods and a 10 per cent tariff on Canadian energy.
- The U.S. is Alberta's – and Canada's – largest trading partner.
- About 10 per cent of liquor products in stock in Alberta are imported from the United States.
 - U.S. products represent a small minority of the beer and refreshment beverage categories; however, a significant number of wines originate in the U.S.
 - In 2023-24, about \$292 million in U.S. liquor products were sold in Alberta.

- Alberta has been a longstanding supporter of reducing barriers to trade within Canada. In 2019, the province removed 21 of 27 exceptions, including all procurement exceptions, and narrowed the scope of two others. Since then, the province has only added 2 exceptions, which allow for the management the legalization of cannabis.
 - Removing party-specific exemptions has helped facilitate even greater access to the Alberta market for Canadian companies in the areas of government tenders, Crown land acquisition, liquor, energy and forest products, among others.

Budget 2025 strengthens stable and reliable funding for municipalities by covering tax exemptions for provincially owned property.

Key Messages:

- Alberta's population is growing rapidly, and there are more people relying on their municipality to deliver essential services such as roadwork, snow clearing, and transit than ever before.
- Being able to meet the needs of the province's rapidly growing population is a top priority for our government and this work begins with ensuring municipalities are well-positioned to support their residents.
- To strengthen municipalities' position in accommodating the needs of Alberta's rapidly growing population, Budget 2025 increases Grants in Place of Taxes (GIPOT) to more than \$55 million in 2025 and to over \$75 million in 2026.
- Grants in Place of Taxes are a discretionary grant paid to municipalities rather than taxes that would be applicable to provincial properties within their boundaries.
- This increase in Grants in Place of Taxes (GIPOT) will provide municipalities with a stable and reliable source of funding to help them deliver the essential services their residents depend on.

Background:

- As with all provinces in Canada, eligible properties belonging to provincial governments are exempt from municipal taxes.
- To account for this, municipalities in Alberta are paid a discretionary grant rather than taxes that would be applicable to provincial properties within their boundaries
- GIPOT is paid to 167 municipalities across the province in urban and rural areas for provincially-owned properties such as the Alberta Legislature building, remand centres, court houses and other provincial administration buildings.

Budget 2025 invests \$5 million to help strengthen food security across the province.

Key Messages:

- Alberta's government remains committed to supporting Albertans facing the challenge of higher grocery bills.
- Through Budget 2025, Alberta's government is investing \$5 million in food security funding to help ensure food banks and community organizations can continue to support Albertans in need.
 - Our government is proud to continue to work in partnership with Food Banks Alberta to ensure food banks have the capacity to put food on tables across the province and feed families and children in need.

- Efforts to reduce hunger need to evolve to not only feed those in need now, but also empower individuals and families to gain control over their long-term food security by teaching them how to shop for, prepare and enjoy cost-effective, healthy food.
- We appreciate the incredible work community organizations do to alleviate food insecurity, and we thank the thousands of Albertans who donate their time and resources to support food banks in their communities.

Key Facts:

- Since 2020, Alberta's government has invested more than \$31 million to support food security for Albertans in need.
 - 2020/21 - \$6 Million
 - 2022/23 - \$10 Million
 - 2023/24 - \$7.8 Million
 - 2024/25 - \$2.2 Million
 - 2025/26 - \$5 Million
- Budget 2025 allocates \$20 million for Alberta's school nutrition program, which provides approximately 58,000 students across the province with daily nutritious meals.
- Budget 2025 provides \$105 million in funding for the Family and Community Support Services (FCSS) program, which supports local preventative services and programming across the province that promote and enhance the well-being of our communities, in partnership with local municipalities and Metis Settlements.

Background:

- Food Banks Alberta has over 113-member food banks and plays a key role in helping to build capacity within Alberta's network of food banks.
 - The organization redistributes donated food to food banks throughout the province as needed, offers its members bulk purchase subsidies, and provides supports to rural food banks, including transportation subsidies.
- The Community Kitchen Program of Calgary provides food security programs that focus on practical skills, helping individuals and families eat healthier at a lower cost in the long-term by teaching them how to stretch their food budget further, lower their grocery bills, and prepare cost-effective, nutritious meals.
- Last year, Alberta's government invested in a partnership with Food Banks Alberta to strengthen its existing programs to ensure the province's network of food banks can respond to Albertans need. This:
 - ensured that food banks could provide culturally-appropriate food,
 - established a program to support food banks during emergency situations – including \$121,400 to Jasper Food Bank,
 - and assisted food banks with covering their core operating costs.
- In January 2025, the province provided more than \$121,000 in Food Security Grant funding to Food Banks Alberta to help support the Jasper Food Bank following the wildfire.
 - The grant was administered by the Family and Community Support Services Association of Alberta.

Budget 2025 will include a \$10-million, two-year capital program to accelerate the development of shelled and vacant space in existing health facilities across the province.

Key Messages:

- Being able to meet the needs of our rapidly growing population is a top priority for Alberta's government.
- Alberta's government is committed to enhancing health infrastructure to meet the evolving needs of Albertans, both now and in the future.
- Health facilities are often designed with shelled or vacant spaces, allowing flexibility for future development to meet evolving priority needs.
- Budget 2025 will invest \$10 million over the next two years to expedite development of unfinished and vacant space within existing health facilities across the province to better meet the growing and evolving health needs of Albertans.
- This funding, through the Develop Shelled and Vacant Space Capital Program, will identify and assess opportunities for redevelopment while completing full project scope and costing.
- Our government is committed to strategic capital planning that will reduce wait times, expand access to care, and improve health services for all Albertans.

Background:

- Developing shelled and vacant space is a faster, more cost-effective way to expand health care infrastructure and increase capacity compared to building new facilities.
- Many opportunities exist to develop shelled and vacant space within Alberta's health facilities, including the Peter Lougheed Centre and Tom Baker Centre in Calgary; the Mazankowski Heart Institute and Kaye Clinic in Edmonton; and Queen Elizabeth II Ambulatory Care Centre in Grande Prairie.
- As planning progresses, all viable opportunities will be identified and assessed

Budget 2025 will invest \$18.2 million into the Aquatic Invasive Species Program to expand the fight to keep invasive mussels out of Alberta.

Key Messages:

- Alberta's water bodies, ecosystems and infrastructure are vital to our province and we are committed to protecting jobs, local economies and recreational opportunities across the province by defending against invasive aquatic species.
- Alberta is currently free from zebra and quagga mussels, and we intend to keep it that way.
- Budget 2025 will invest over \$18 million to defend Alberta against dangerous aquatic invasive species.
 - Prevention is the best defense.
 - This new funding increases the number of inspection stations, triples the number of K-9 units, improves decontamination stations in Lethbridge and Calgary, and buys new cutting-edge equipment.
- Budget 2025 is meeting the challenge faced by Alberta with continued investments in education, health, and our environment, with lower taxes for families and a focus on the economy.

Key Facts:

- Budget 2025 will invest \$18.2 million to expand the Aquatic Invasive Species Program.
 - \$16.1 million in total operating funding over three years.
 - \$2.1 million in total capital funding over five years.
- Expanding the existing program will include:
 - Increasing inspection stations to 11
 - Expanding the K-9 inspection team from one dog and handler to three dogs and handlers
 - Increasing operational potential for the decontamination stations in Lethbridge and Calgary.
 - Piloting a decontamination dip tank project
 - Adding 14 mobile decontamination systems
- Once introduced to a waterbody, zebra and quagga mussels are extremely difficult to eradicate and can cause millions of dollars in damage to water-operated infrastructure and harm aquatic ecosystems.
- There were significant new detections of invasive mussels in Idaho and Manitoba in 2023.
 - These detections increase the risk for introduction to Alberta and are a reason for increasing program delivery.
 - Idaho is spending millions in invasive mussel eradication effort and Manitoba is struggling to keep growing locations contained.

Budget 2025 will fund nine school projects in seven towns and cities outside the Calgary and Edmonton metro regions.

KEY MESSAGES

- Last fall, Alberta's government announced a program to accelerate school construction and build new classroom spaces.
- Budget 2025 will continue this commitment by announcing 41 school projects: 30 new schools, five replacement schools, three renovation projects, and three public charter school projects.
- Nine school projects have been approved for communities in rural Alberta, including large urban centres and smaller towns, outside of the Calgary and Edmonton metro regions.
 - New schools will be built for families in Lethbridge and Brooks, and Brooks Composite High School will be renovated.
 - An addition to the Grande Prairie Composite High School will make room for more students in the community, while families in Fairview and Muskiki Lake can look forward to new schools to replace existing, and aging ones.
 - In Fort McMurray, families can look forward to an addition to Holy Trinity Catholic High School and a modernization of École Dickinsfield School which will accommodate growing student populations.

- In Cold Lake, a new school will replace the Art Smith Aviation Academy, North Star Elementary School and Cold Lake Junior High.

Key Facts:

Four new school projects (two new schools + two additions) were approved:

Community	School division	Project type/name
Design funding (2)		
Grande Prairie	Grande Prairie Public School Division	addition to Grande Prairie Composite High School
Fort McMurray	Fort McMurray Catholic Schools	addition to 7 to 12 Holy Trinity Catholic High School
Planning funding (2)		
Brooks	Christ the Redeemer Catholic Schools	new 9 to 12
Lethbridge	Lethbridge School Division	new K to 5

Three replacement school projects:

Community	School division	Project type/name
Planning funding (3)		
Cold Lake	Northern Lights Public Schools	Replacement of Art Smith Aviation Academy, North Star Elementary and Cold Lake Junior High solution
Fairview	Holy Family Catholic Regional Division	replacement of St. Thomas More School
Muskiki Lake	Edmonton Catholic Schools	replacement of Kisiko Awasis Kiskinhamawin

Two modernization school projects were approved:

Community	School division	Project type/name
Design funding (1)		
Brooks	Grasslands Public Schools	modernization of Brooks Composite High School
Planning funding (1)		
Fort McMurray	Fort McMurray Public School Division	modernization of École Dickinsfield School

- Budget 2025 includes \$225 million over three years to start the building and updating of 41 school projects, construct modular classrooms, and support public charter school and collegiate school expansion.
 - In addition, \$10 million is also available for the start-up of new charter school programs.
- The Capital Plan also includes \$389 million over three years for the Capital Maintenance and Renewal Program and \$311 million over three years for self-financed school investment.

School projects currently underway

- There are 132 school projects currently underway in various stages, including the 41 projects approved in Budget 2025, about one-third of those are in communities outside of the metro Edmonton and Calgary regions.
- 47 school projects are currently underway in communities outside of the Edmonton and Calgary metro areas:
 - 27 projects in construction
 - 6 projects in design
 - 14 projects in planning
 - 1 project in preplanning

Alberta's government is strengthening emergency health services within the refocused health care system to ensure Albertans receive the care they need.

Key Messages:

- Alberta's government is working to ensure emergency services are well supported within the new refocused health care system so that we can reduce emergency response times, increase EMS capacity and improve the overall health system.
- To support these efforts, we will transfer Emergency Health Services (EMS) from Alberta Health Services to Acute Care Alberta, invest further in EMS, and establish a shared services entity to support provincial health agencies and services providers.
- Under Acute Care Alberta, emergency health services will work to enhance emergency care and improve system efficiency, patient safety, and response times in all parts of the province.
- In addition to strengthening emergency health services within the refocused system, our government is also planning for the establishment of a shared services entity to provide support for Alberta's entire health care system, including provincial health agencies and service providers.
- To further support emergency health services, Budget 2025 invests an additional \$40 million towards a total of \$60 million over three years to maintain and replace EMS vehicles that have reached the end of their life cycles, ensuring Albertans receive quick and reliable transportation and life-saving care without delay.
- Throughout the refocusing work, Albertans are accessing health care as they always have, and we remain committed to ensuring there are no impacts to front-line health care workers and their continued dedication to delivering excellent health care to Albertans.

Key Facts:

- All vehicles approved as ambulances under an ambulance operator's license are required to have regular safety and mechanical inspections and are subject to a preventative maintenance schedule.
- As of February 2025, Alberta Health Services' EMS fleet includes 617 in-service ambulances and 45 support vehicles. Vehicles are replaced when they reach established life cycle targets. These include vehicle age (six years) and mileage (280,000 kilometres).

Financial Statutes Amendment Act, 2025**Key Messages:**

General

- The *Financial Statutes Amendment Act, 2025* is an important legislative tool that allows us to implement key components of Alberta's budget.
- The amendments in Bill 39 support a number of key government priorities, from tax cuts to fiscal responsibility.
- We're also increasing our flexibility to use surplus cash to grow the Heritage Fund.

Amendments to the Auditor General Act (TBF)

- Amendments would allow us to dissolve the Auditor General's Provincial Audit Committee as part of our commitment to reduce red tape, save money and time, improve operations and efficiency, and deliver better results to Albertans.

Alberta Personal Income Tax Act (TBF)

- This new tax bracket will save individuals up to \$750 in 2025 and taxpayers earning less than \$60,000 will see their personal income taxes fall by 20 per cent.
- A new supplemental non-refundable tax credit would also be introduced for Albertans who have certain non-refundable tax credits that total to \$60,000 or more.

Alberta Fuel Tax Act (TBF)

- This change would increase the tax rate on locomotive fuel to 6.5 cents from 5.5 cents per litre.
- This change would bring Alberta's tax rate for this fuel more in line with the rates seen in other prairie provinces.

Child Youth and Family Enhancement Act (CFS)

- Alberta remains a leader in making adoption affordable through subsidies and tax breaks so that more children can find their forever homes.
- While the additional supplementary health benefit program was expected to roll out in January 2025, government must prioritize core programs to:
 - keep children safe;
 - support early intervention for children, youth and families; and
 - assist Albertans who experience family violence and sexual violence.
- We've increased the provincial adoption expenses tax credit by almost \$4,000 to match the federal credit and further help with the costs of adoption.
- Our government is helping subsidize the cost of private adoption through licensed agencies by providing a one-time subsidy of \$6,000 for adoptive families earning less than \$180,000 per year. Since we launched it in December 2023, 25 households have received this subsidy.
- No existing benefits are being eliminated with this change.

Legal Profession Act (JUS)

- Ensuring vulnerable Albertans can secure timely legal aid services now and for years to come is a top priority.
- The Alberta Law Foundation's contribution to Legal Aid Alberta helps provide low-income Albertans with affordable access to the justice system by ensuring legal aid is a sustainable service for years to come while delivering on their mission to advance access to justice.
- The ability to decrease the yearly contribution from 50 per cent to a lower percentage, if necessary, would ensure that Legal Aid Alberta funding is maintained at an adequate level, while balancing the needs of community grant funding.
- Albertans expect us to be good stewards of taxpayers' dollars, which includes finding innovative ways to continue providing the services they need.
- We are committed to ensuring funds distributed by the Alberta Law Foundation are effective and in alignment with our commitment to access to justice.
- Grants, funding commitments and gifts over \$250,000 would require ministerial approval, ensuring funds are distributed in the public interest through greater oversight and awareness.
- With the Alberta Law Foundation's significant cash reserves, and proper management of these resources, there is minimal risk of losing funding for initiatives currently supported by Alberta Law Foundation funding.

Income and Employment Supports Act (SCSS)

- Amendments to the *Income and Employment Supports Act* would make it simpler to adjust benefit rates under the Income Support program.
- This change would standardize approaches to benefits to be consistent for all programs and provide flexibility to ensure rates can be adjusted to better address client needs in response to economic circumstances.
- The Income Support program continues to remain fully funded and available to all eligible Albertans.

Alberta's government has ratified an agreement with the federal government for a Canada-Alberta National School Food Program for three years – a total of about \$42.2 million in 2024/25, 2025/26 and 2026/27.

Additionally, Budget 2025 will invest \$20 million into Alberta's own School Nutrition Program

Key Messages:

- No one learns on an empty stomach, that's why our government is partnering with the federal government on a new school nutrition program to help feed Alberta students.
 - Through the negotiated agreement, Alberta will receive over \$42 million over three years to implement the National School Food Program.
 - This new agreement will ensure that the federal government's new contribution will serve the best interests of Alberta families.
- Budget 2025 will also invest an additional \$20 million into Alberta's own annual School Nutrition Program, reaching more than 58,000 students across the province.
- Alberta school jurisdictions will still have maximum flexibility to direct school nutrition funds, which will help them meet the nutrition needs of their students and communities.
- Alberta's government will work with school authorities who are participating in Alberta's School Nutrition Program to prepare for the new federal funding starting in 2025/26 school year.

Background:

- Budget 2025 committed \$20 million to the Alberta School Nutrition Program. This annual funding will continue.
- Alberta's school nutrition program currently helps approximately 58,000 students in participating schools get a daily nutritious meal that follows the Alberta Nutrition Guidelines for Children and Youth.
 - The program provides funding to public, separate and francophone school authorities to create, continue or enhance existing nutrition programs in identified schools.
 - Public charter schools are also eligible to apply for some of this funding but are required to submit an expression of interest including a demonstration of need prior to receiving funding for the current school year.
- Alberta will receive approximately \$42.2 million over three years to implement the National School Food Program in the province. Based on population estimates (Statistics Canada), Alberta would receive:
 - \$7,848,380 in 2024/25 fiscal year (year one);
 - \$17,193,239 in 2025/26 fiscal year (year two); and
 - \$17,193,239 in fiscal 2026/27 fiscal year (year three).
- Engagement with participating school jurisdictions will inform reporting requirements for the 2025/26 school year and beyond. For the 2025/26 school year, reporting may include:
 - results such as the number of schools participating in the program
 - number and types of meals served (breakfast, lunch, snack)
 - number of students served in the first year of reporting.

Minister Sawhney has introduced Bill 40, the Professional Governance Act.**Key Messages:**

- Professional regulatory organizations (PROs) play an essential role in protecting the public interest for Albertans.
- The Professional Governance Act would consolidate and streamline Advanced Education's professional governance legislation from nine separate acts into one.
- By streamlining professional governance, the Professional Governance Act would hold all PROs to the same high standard of practice, including the requirement to protect public interest.
- The Professional Governance Act would delegate more self-governing authority and control to PROs through their bylaws, which would reduce red tape, freeing up time and resources for them to focus on ensuring their members provide the best possible services to Albertans.
- The act would enhance fairness, transparency and accountability by implementing a modernized framework for complaints, discipline and appeals.
 - Professional regulatory organizations would also have access to an alternative complaint resolution process and the Ombudsman.

Background:

- Alberta's government delegates self-governing responsibilities for certain professions and occupations to professional regulatory organizations (PROs).

- Advanced Education administers nine acts and 28 supporting regulations that govern 22 PROs.
- The legislation covers only professions regulated by Advanced Education, which includes accountancy, engineering and geoscience, veterinary medicine and architecture, among others.
 - Other regulated professions, such as lawyers, teachers and health professionals, are not included in this legislation.
- Alberta's government has been regularly engaging with PROs as required to inform, educate, and address questions and concerns.
 - Ongoing stakeholder engagement sessions have been held since 2023.
- Similar legislation was previously introduced in the spring 2022 legislative session and passed second reading; it died on the order paper when the Legislature was prorogued in October 2022.

The province and federal government have signed the Canada-Alberta Agreement for the Unsheltered Homelessness and Encampments Initiative, which provides additional funding for provincial homelessness initiatives.

Key Messages:

- Alberta's government has a zero-tolerance approach to encampments as we work to address homelessness.
 - Encampments are not a safe place for vulnerable people to live, and we will not abandon our fellow Albertans to freeze in tents where they are being victimized and losing their lives.
- This new bilateral agreement ensures the province gets its fair share of federal funding for Made-in-Alberta Community Encampment Response Plans that get people off the streets and back on their feet.
- Our government is committed to supporting vulnerable Albertans, and this partnership with the federal government is another step towards reducing homelessness across the province.

Key Facts:

- Through this agreement, about \$35 million in federal funding over two years will support projects in Edmonton, Calgary, Red Deer and Lethbridge aimed at:
 - creating long-term transitional shelter solutions
 - enhancing capacity in the homeless shelter system
 - improving and supporting existing outreach and system navigation initiatives such as the Navigation and Support Centres in Calgary and Edmonton.
- The new funding is in addition to the province's \$213 million investment into homelessness initiatives made through Budget 2025.
- We are continuing to work with our partners to select projects that meet communities' needs to respond to encampments to receive this funding.
 - Specific project announcements will be announced once grant agreements are in place early in 2025.

Alberta's government is making generational investments into the province's education system

Key Messages:

- Alberta's government is responding to the challenges facing our education system with investments that will ensure Alberta students receive the world-class education they deserve, now and in the future.
- Through Budget 2025, Education's budget will reach an all-time high of \$9.88 billion in 2025/26, an increase of \$426 million, or 4.5 per cent, from the previous year.
- To address enrolment growth, we are providing almost \$1.1 billion over the next three years to hire additional teachers and classroom support staff, so school authorities can manage class sizes and the growing number of students.
 - This funding will support the hiring of more than 4,000 teachers, education assistants, and support staff over the next three years.
- Our government is also providing \$55 million in classroom complexity funding in 2025/26, a 20 per cent increase from the previous year, so school authorities can add staffing supports to give students with specialized learning needs the focused time and attention they deserve.
- Budget 2025 is meeting the needs of our growing province by investing a historic amount of funding into Alberta's education system.

Key Facts:

Overall numbers (Education operational funding):

- Alberta's government is committing more than \$1.6 billion to support specialized learning needs and groups of students who may require additional support from school authorities through the learning support funding grants.
- Alberta's government is investing \$487 million to support a safe transportation system for more than 335,000 students across the province.
 - Since Budget 2022, transportation funding has increased by \$167 million, or 52.5 per cent.
- Budget 2025 provides \$66 million to support the renewal of Alberta's new curriculum.
 - This funding continues the province's commitment to support teacher professional learning and development of learning and teaching resources to support the ongoing implementation of new subjects.

Classroom complexity funding:

- Classroom Complexity funding helps school authorities support students with specialized learning needs, and may be used to:
 - hire more educational assistants or provide more hours to existing educational assistants
 - provide more training opportunities for staff
 - hire specialists such as counsellors, psychologists, or interpreters
 - hire additional teachers; and/or
 - training and development, including an increase in the number of educational assistant graduates in the province through a Provincial Education Assistant Internship program.

- This funding is part of the more than \$1.6 billion in Learning Support funding to meet students' specialized learning needs and will be available to school authorities in the 2025-26 fiscal year.

Learning support funding:

- Learning Support Funding grants support specialized learning needs or groups of students who may require additional support from school authorities. This includes more than \$1.6 billion in funding for:
 - Specialized Learning Support Grant.
 - Program Unit Funding.
 - Moderate Language Delay Grant.
 - English as an Additional Language and Francisation.
 - Refugee Student Grant.
 - First Nations, Métis, and Inuit Grant.
 - Socio-Economic Status Grant.
 - Geographic Grant; and
 - School Nutrition Grant.
- Education is increasing Learning Support Funding rates by 2.32 per cent in the 2025/26 school year.

Modular Classrooms:

- As Alberta's government continues to support school construction across the province, we are also investing in modular classrooms to help address emergent space issues.
- For the 2024/25 school year, we have invested in:
 - 182 new modular classrooms to provide an additional 4,550 student spaces; and
 - 31 modular classroom relocations to transfer 775 student spaces to areas of greatest need.

Program Unit Funding (PUF):

- Alberta's government has strengthened the Program Unit Funding (PUF) grant to best meet the educational needs of our youngest, most vulnerable learners.
 - The PUF grant rate will increase by 2.32 percent in 2025/26 school year.
- Alberta's government will provide school authorities and operators with \$10 million annually for Program Unit Funding to support two enrolment dates instead of one, meaning more eligible children will be funded and receive needed programming.

Alberta's Government tabled proposed changes to the Wildlife Act and Wildlife Regulation to support updated, fair and responsible stewardship of Alberta's wildlife and landscapes.

Key Messages:

- Hunting and trapping have been integral to Alberta's cultural heritage for generations.
- These activities provide thousands of Albertans with opportunities to put food on their table, spend time with friends and family, and in many cases, support their livelihoods in rural communities.

- Alberta's government is updating both the *Wildlife Act* and Wildlife Regulation to support effective management of our province's wildlife and ecosystems.
 - These common-sense updates will align the *Wildlife Act* and Regulation with current knowledge and best practices, support enhanced opportunities for hunting and trapping, reduce human-wildlife conflicts and streamline enforcement approaches.
 - These updates are informed by a comprehensive review of the *Wildlife Act* and Wildlife Regulation, including input from Albertans and wildlife experts.
 - The updates are crafted to simplify the process for hunters, trappers, landowners, and wildlife officers, ensuring Alberta remains a global leader in wildlife management and conservation – while reducing unnecessary regulatory red tape.

Alberta's government is investing in roads, bridges, and water infrastructure to strengthen the economy and meet the needs of the province's growing population.

Key Messages:

- As Alberta's population continues to grow so does the need for safe, reliable and effective infrastructure to support communities across the province, attract investment and boost economic development.
- Expanding and maintaining our provincial road and bridge network connects communities, expands market access for local industry, and is needed for Alberta to continue being the economic engine of Canada.
- To meet the needs of our growing province, Budget 2025 invests \$8.5 billion over three years in Transportation and Economic Corridors' Capital Plan, a \$333.7-million increase compared with Budget 2024.
 - This includes strategic investments in Alberta's highway network, improving safety, supporting economic development across the province, and creating thousands of jobs for Albertans.
 - These investments will enhance Alberta's competitive advantage by building and improving our economic corridors, providing vital links to markets in and out of Alberta.

Capital Investment in Roads and Bridges:

- We are continuing to work to preserve and keep our highway network safe and operational.
- This work focuses on improving traffic flow and supporting investments in our major economic corridors, including Highway 11 twinning, Highway 3 twinning and major improvements to Deerfoot Trail and Highway 881.
- Capital investment also includes \$186.3 million over three years for more than 50 engineering projects, including \$5 million in new funding in 2025-26 to address known future needs.
- Engineering and design will be completed on these projects, allowing the department to progress with construction immediately when the required funding is approved.
 - This includes projects such as the Chin Coulee Reservoir Bridge, Highway 3 twinning, Highway 1 and Range Road 264 interchange, La Loche Connector Road, and Highway 16 and Range Road 20.

Water Management and Flood Mitigation:

- We are building and repairing water management infrastructure that provides irrigation for our world-class agriculture sector and flood mitigation for Alberta communities, such as the Springbank Off-stream Reservoir.
- We are investing in planning for a new reservoir on the Bow River upstream of Calgary to protect Albertans, homes, industries, infrastructure, and economy from future drought and flood events in the Bow River basin.
- Budget 2025 would provide \$240.1 million to build and repair water management infrastructure, including dams, spillways, canals and control structures.

Capital Maintenance and Renewal:

- Our \$1.7-billion investment in Capital Maintenance and Renewal extends the life of our existing road and bridge network and helps industry create and maintain jobs.
- These investments will allow us to maintain existing roads and bridges to support efficient travel that benefits Albertans and our economy.

Capital Grants to Municipalities:

- As our major cities continue to grow, it will be vital to build out a transit network that increases capacity and supports transportation needs now and into the future.
- We are maintaining our commitment to Calgary and Edmonton on their LRT projects and proactively planning by investing in Calgary's Green Line LRT project and the Blue Line LRT extension to Calgary's airport.
- We are continuing to provide funding (\$126.8 million over three years) for the Strategic Transportation Infrastructure Program (STIP) to help smaller municipalities improve critical local transportation infrastructure.
 - We know this funding is critical to supporting municipalities in developing and maintaining key local transportation infrastructure to promote economic growth and improve travel for residents and industry.
- As part of our ongoing commitment to ensuring all Albertans have reliable access to clean drinking water and effective wastewater services, we are investing \$519.7 million over three years in programs such as:
 - the Alberta Municipal Water/Wastewater Partnership;
 - the Water for Life program; and
 - the First Nations Water Tie-In Program.

Key Facts:

- Budget 2025 invests \$8.5 billion over three years in Transportation and Economic Corridors' Capital Plan, that includes:
 - \$2.6 billion in Capital Investment for planning, design and construction of roads and bridges
 - \$1.7 billion in Capital Maintenance and Renewal for highway and bridge rehabilitation projects
 - \$240.1 million for Water Management and flood mitigation
 - \$3.9 billion for Capital Grants to Municipalities
- Alberta has a vast provincial highway network that includes more than 64,000 lane kilometres (km) of highways, of which approximately 58,000 lane kms are paved).
- About 4,800 bridge structures, including river crossing bridges, overpasses and culverts.

- Transportation and Economic Corridors typically paves approximately 1,000 km of new and existing lanes of highway every year and rehabilitates or replaces approximately 50 bridges.

Alberta's government is making changes to the Agricultural Operation Practices Act to grow, diversify and foster innovation in the agricultural industry.

Key Messages:

- Alberta's government is updating legislation to help grow and diversify the agricultural industry.
- Changes to the *Agricultural Operation Practices Act* will provide clarity and legislative backing for the emerging biogas industry and spur job-creating investment in rural Alberta.
- By allowing specific off-farm organic materials to be stored, composed, or land applied on-farm, changes create additional nutrient options for crop production and soil health, in addition to conventional fertilizers.
 - These changes reduce the number of organic materials sent to waste disposal facilities and help create a circular economy.
 - Changes will also create additional revenue options for farm operators and Agri-Processors.
 - The list of off-farm organic material can be found in the directive

Key Facts:

- Farmers, ranchers and agri-processors produce more than three million (3.4 million) tonnes of organic waste annually.
- This waste can be used as feedstock for energy production in biogas facilities and as a nutrient to produce crops.
- Agricultural operations can store or compost specified organic materials, including digestate, and apply it to land as a soil amendment.
- By defining "organic material" in legislation, the government will give agricultural producers and agri-processors another option to manage organic materials and reduce the amount of organic material sent to waste disposal facilities.
- The act has standards to minimize environmental impacts to air, soil, groundwater and surface water.
- Organics can be converted to renewable natural gas and electricity by a biodigester, presenting Alberta with an opportunity to become a leader in the renewable energy industry.
- Biogas plants use organic feedstock -- including livestock manure and organic waste from municipalities and agri-processors -- to create biogas that can be used to generate heat and electricity or be refined into renewable natural gas.

Alberta's government continues supporting non-profit organizations with a nearly \$85 million investment in our community grant programs.

Key Messages:

- By investing in our communities, we are bolstering Alberta's non-profit sector and its vital role in helping to make Alberta the best province to live, work and raise a family.

- As part of Budget 2025, Alberta's government is investing \$84.6 million in community grant programs for non-profit organizations, including the Community Initiatives Program, the Community Facility Enhancement Program and other capital grants to support non-profit organizations, strengthen local economies and build an even stronger Alberta.
- Community grants support hundreds of organizations and initiatives, including building playgrounds, renovating community halls and arts centres, hosting summer festivals, and planning local events and initiatives that build strong, vibrant and connected communities.
- Maintaining record high funding for the Community Facility Enhancement Program supports projects that stimulate economic growth, create jobs and build the gathering places across the province that bring Albertans together.

Key Facts:

- Budget 2025 includes \$84.6 million to non-profit organizations.
- For more information on the Community Facility Enhancement Program (CFEP), the Community Initiatives Program (CIP) and Crowdfunding Alberta, visit <https://www.alberta.ca/funding-for-non-profits>

Budget 2025 provides predictable and reliable funding for municipalities to advance local priorities

Key Messages:

- It's no secret - Alberta's population is growing rapidly, and there are more people relying on municipal infrastructure such as recreation centres, roads, and other public spaces than ever before.
- Being able to meet the needs of the province's rapidly growing population is a top priority for Alberta's government and this work begins with ensuring municipalities are well-positioned to support their residents.
- To strengthen municipalities' ability to meet the needs of Alberta's rapidly growing population, Budget 2025 provides \$820 million in capital funding through the Local Government Fiscal Framework, representing an increase of more than 13 per cent from last year.
- This increase will provide municipalities with a predictable and reliable source of funding to help build, maintain and modernize the public infrastructure their residents depend on.

Quick Facts:

- The *Local Government Fiscal Framework Act* was passed in the Alberta legislature in December 2019.
- The Local Government Fiscal Framework provides funding for local infrastructure priorities in cities, towns, villages, summer villages, municipal districts and counties, and Metis Settlements across Alberta.
- The Local Government Fiscal Framework provides a more predictable, legislated municipal infrastructure funding model that is tied to provincial revenues.

Alberta's government is proposing amendments to the Critical Infrastructure Defence Act. These amendments would further protect essential infrastructure and support the government's work under the Alberta Sovereignty Within a United Canada Act.

Key Messages:

- The proposed amendments are essential to Alberta's economic growth and ability to continue producing responsible energy, while also demonstrating our government's commitment to improving public safety.
- We are taking action to further protect our border by updating the definition of essential infrastructure to include the two-kilometre-deep border zone north of the Alberta-United States border.
 - This addition to the definition of essential infrastructure provides peace officers with additional tools to protect the area from trespassing, interference or damage that could cause significant public safety, social, economic and environmental consequences.
 - The *Critical Infrastructure Defence Act* will only apply when people have no lawful right, justification or excuse to be in the area.
 - Individuals who are legally working, living and travelling in the two-kilometre zone may continue to do so.
 - With the act being amended, it is important to update it to ensure the definition of essential infrastructure is fully captured in one place.
- Our government is also taking action to protect Alberta's citizens and economy from a federal emissions cap.
 - Updating the *Critical Infrastructure Defence Act* to include facilities where oil and gas production and emission data and records are held will help protect Alberta's economy and the province's ability to continue producing responsible energy to meet the world's growing demands.

Key Facts:

- Proposed amendments would:
 - explicitly state that the *Critical Infrastructure Defence Act* applies to the Government of Canada;
 - update the definition of essential infrastructure by adding facilities where oil and gas production and emission data and records are held; and
 - combine the definition of essential infrastructure in one place by including the two-kilometre-deep border zone north of the entire Alberta-United States border, as designated in the Critical Infrastructure Defense Regulation in January 2025, into the act.

Background:

- As part of our government's efforts to strengthen security in the area near the international border, a two-kilometre-deep border zone north of the entire Alberta-United States border was designated as essential infrastructure in the Critical Infrastructure Defence Regulation in January 2025.

- In December 2024, Alberta's government introduced an Alberta Sovereignty Within a United Canada Act motion proposing measures to stop a federal emissions cap from damaging the province's economy, industry and prosperity.

Minister of Technology and Innovation Nate Glubish has introduced Bill 46 - The Protection of Privacy and Access to Information Statutes Amendment Act.

Key Messages:

- Alberta's government intends to implement the strongest privacy protection and the strictest penalties for privacy violations in Canada.
- To do this, minor administrative amendments are required for clarity and streamlining in both the *Protection of Privacy Act* (POPA) and the *Access to Information Act* (ATIA), which were passed in December 2024.
- The amendments reflect feedback from consultations with public bodies in January and February 2025 about the draft regulations.
- The supporting regulations to the *Protection of Privacy Act* and the *Access to Information Act* will be ready later in Spring 2025 and will be proclaimed at the same time as the two acts.
- This spring, Alberta will update all laws referencing FOIP to reflect the new acts.

Key Facts:

Amendments to the *Protection of Privacy Act* (POPA) are as follows:

- Aligned wording of judicial administration records between the two acts.
- New regulatory powers to support the upcoming consequential amendments to all other legislation.
- Clarified privacy protections and safeguards for disclosure of non-personal data and data derived from personal information.
- Clarified provisions to ensure that the Act does not restrict the reporting, summarizing, or publication of aggregate or statistical information.

Clarified provisions to ensure there are no impacts to the current practices of the Office of Statistics and Information related to the collection, use, and disclosure of data.

Background:

- In December 2024, Alberta's government passed legislation that will repeal the FOIP Act and split it into two separate pieces of legislation, the *Protection of Privacy Act* (Bill 33) and *Access to Information Act* (Bill 34).
- The acts and associated regulations will come into force in Spring 2025.

Alberta's government is announcing a cancer innovation value partnership with Siemens Healthineers and the Alberta Cancer Foundation.

Key Messages:

- Albertans living with cancer deserve access to the latest medical technology to receive the most effective treatments possible.

- That's why our government is investing \$800 million over eight years in a cancer innovation value partnership with Siemens Healthineers and the Alberta Cancer Foundation.
- Under the value partnership, Siemens will replace Alberta's existing equipment at the end of its life cycle and introduce brand new technologies that are more effective and will significantly reduce wait times for patients.
- In addition, the value partnership will create two centres of excellence in cancer care: one focused on oncology training and one focused on artificial intelligence and machine learning.
- The partnership will also establish a \$48-million medical research and innovation fund – made possible by funds invested by Siemens and the Alberta Cancer Foundation – that will support innovation through collaboration, encouraging researchers and scientists to work with front-line health care workers to explore and test emerging cancer treatments.
- By making investments that establish Alberta as a leader in cancer research and innovation, Alberta's government is working to improve outcomes, reduce wait times and enhance early detection for Albertans living with cancer.

Key facts:

- Siemens currently provides 100 per cent of Alberta's radiation therapy fleet, 50 per cent of Alberta's simulator fleet and between 10 and 20 per cent of Alberta's diagnostic imaging fleet.
- The value partnership would work to replace existing equipment and grow the services available to cancer patients across the province.
 - 65 per cent of Alberta's current software and equipment in cancer care and diagnostic imaging is past its life cycle.
- Almost 60 per cent of cancer patients require radiation therapy during treatment.
- According to BioAlberta's 2023 State of the Industry Report, Alberta's life sciences sector is responsible for almost \$2 billion in revenue and about 23,300 jobs.

The Aboriginal Business Investment Fund propelled 20 dynamic Indigenous businesses forward in 2024-25 and is set to open for applications again this spring.

Key Messages:

- Alberta's government remains focused on ensuring our province is the best place to live work and raise a family.
- Budget 2025 maintains \$10 million in annual funding for the Aboriginal Business Investment Fund (ABIF) to help Indigenous businesses buy or upgrade the equipment and infrastructure they need to create jobs and contribute to sustainable, thriving communities.
- Since it was launched in 2014, ABIF has provided capital grants to more than 105 Indigenous businesses, helping create nearly 1,000 jobs for Indigenous Peoples in Alberta in a wide variety of sectors.
- Between 2022 and 2024, our government doubled the ABIF program so it could support even more Indigenous community-owned businesses. Now, we are seeing the results with 20 exciting projects being funded last year—more than ever before.
- The ABIF program is a key part of our suite of programs and initiatives leading the way on economic reconciliation. There are more options than ever before for Indigenous communities, businesses and organizations to find the supports they need to develop and grow.

Key Facts:

- In 2024-25, Alberta's government provided ABIF grants to 20 Indigenous businesses, the most in the program's history.
- Budget 2023 increased ABIF from \$5 million to \$7.5 million, and Budget 2024 increased the program by another \$2.5 million to \$10 million in annual funding.
- The ABIF program provides up to \$750,000 per grant for Indigenous community-owned economic development projects.

Alberta's government and the Rural Municipalities of Alberta are joining forces to solve the problem of overdue oil and gas property taxes.

Key Messages:

- To support the recovery of unpaid oil and gas property taxes, we have agreed to help establish a working group with municipal partners.
- This working group will resolve the issue of unpaid oil and gas taxes by exploring the issue in depth and investigating new solutions.
- As part of this work, we aim to develop a new property tax accountability strategy that will result in recommendations and strategies to recover unpaid taxes including closing loopholes and establishing stronger partnerships and communication between the energy industry, rural municipalities, and government.
- Most oil and gas companies pay their taxes with about \$1.5 billion paid by energy companies in municipal taxes in 2023 and our efforts will help make the bad actors that have overdue taxes pay them.

The new primary care physician compensation model announced in December 2024 will be implemented on April 1, as the threshold of 500 enrolled physicians has been met, alongside changes to the Alberta International Medical Graduate (AIMG) Program aimed at removing barriers for Albertans studying medicine abroad to complete their residency in Alberta.

Key Messages:

- Alberta's government is committed to ensuring every Albertan has access to a primary care provider when and where they need one.
- Alberta's new primary care physician compensation model will launch on April 1, 2025, with 789 physicians already enrolled, helping more Albertans get the care they need.
- Developed in collaboration with the Alberta Medical Association, the new compensation model incentivizes physicians to expand their patient panels and supports family doctors across the province.
- Changes to the Alberta International Medical Graduate Program will remove barriers, making it easier for Albertans studying medicine abroad to complete their residency at home and build their careers in Alberta.
- Our government remains committed to expanding access to primary care and ensuring all Albertans can get the care they need, when and where they need it.

Background:

- The new primary care physician compensation model combines three core components: patient interactions; panel size and complexity; and time, including direct and indirect care.
- Compensation will include an after-hours premium to incentivize family physicians to provide after-hours care in their clinics, which is expected to relieve pressure on emergency departments and urgent care centres.
- Incentives in the model include increases for: maintaining high panel numbers, improving technology, enhancing team-based care and adding efficiencies in clinical operations.
- The model is a blend between what is paid through fee-for-service and elements of other non-fee-for-service models, making it the first family physician-focused compensation model of its kind in Alberta.
- The AIMG program assesses the qualifications of Alberta IMGs to determine if they are eligible to apply for Alberta medical residency positions at the University of Alberta and University of Calgary but does not choose who is selected for a residency position.
- Two changes to the AIMG program will adjust the graduation deadline to July 1 rather than the current requirement of Dec. 31 and remove the externship assessment that is currently required prior to acceptance as an Alberta medical resident.
- The changes will take effect for the class of 2026 and application for the 2026 cycle is open for Alberta IMGs from May 1, 2025, to May 30, 2025.
- Alberta is offering 55 IMG residency seats in 2025. Seats will expand to 70 by 2028.

Alberta's government is partnering with Healthy Aging Alberta to provide accessible and affordable transportation for seniors and Albertans with mobility issues in rural communities across the province.

Key Messages:

- Alberta's rural communities are vital to our province's identity and success, and we are supporting their growth and prosperity by helping their seniors age with dignity and respect in their own homes and communities.
- Alberta's government is partnering with Healthy Aging Alberta to provide accessible and affordable transportation services for seniors and Albertans with mobility issues across 19 rural communities.
- Through this \$3.5 million investment, we are helping more seniors and those with mobility issues access essential services and social outings in the rural communities they call home.
- By providing greater access to transportation in rural Alberta, we are improving seniors' quality of life by helping them age in place and remain independent, addressing mobility issues, and supporting caregivers.

Key Facts:

- Seniors and individuals with mobility issues in these communities will be able to rely on increased access to transportation and mobility services delivered by local community organizations and partnerships.
 - This will help seniors with grocery shopping, medical appointments and social outings by providing transportation services for out-of-town residents, more wheelchair accessible vehicles, increased transportation volunteers and staff, and partnerships with local community organizations like food banks.

- From October 2023 to November 2024, nearly 7,200 rides were provided to older adults and persons with mobility challenges in rural communities across Alberta.
- According to Statistics Canada, transportation challenges are a key barrier to participation in social activities for seniors.
- The Healthy Aging Alberta provincial transportation project started with five communities in 2023 and is now being expanded to a total of 19 communities with Phase 2 now including 14 additional communities.

Phase 1 (2023):

- Edson - \$275,660
- Fox Creek - \$185,045
- Oyen and Area (Special Area #3, Acadian No. 34, Empress) - \$242,000
- M.D of Smoky River (Falher, McLennan, Donnelly, Girouxville) - \$286,933
- Sundre - \$147,504

Phase 2 (NEW):

- Barrhead/Barrhead County - \$275,487
- Crowsnest Pass - \$216,653
- M.D. Greenview - \$60,000
- Northern Sunrise County - \$20,241
- M.D. Spirit River - \$89,260
- Driftpile Cree Nation - \$175,000
- Milk River - \$53,645
- Claresholm - \$175,000
- Siksika First Nation - \$175,000
- Foothills Region - \$146,337
- Provost - \$149,000
- Hanna - \$145,000
- Three Hills - \$175,000
- Legal - \$30,844

Background:

- In Spring 2023, Alberta's government first announced \$3.5 million over three years (2023-26) to Healthy Aging Alberta to expand rural transportation services for seniors and individuals with disabilities to 19 communities across the province.
 - In Phase 1 (2023) of the project, five communities received a total of \$1.1 million.
 - In Phase 2 (2024) of the project, 14 communities received a total of \$1.9 million.
 - Remaining funding will go towards program coordination, volunteer management, outreach staff positions' salaries and benefits, administration, evaluation, and business model development consulting fees.
- This funding is a part of the Alberta government's investments to support low-income transit programs throughout the province.

The Alberta Electric System Operator (AESO)'s 2024 Annual Market Statistics report shows improvements to the reliability and affordability of Alberta's electricity grid.

Key messages:

- Electricity is a growing part of nearly every aspect of Albertans' lives — warming their homes, lighting workplaces, and keeping them connected to the people who matter most.
- Albertans deserve electricity that works when and where they need it – and at a price they can afford.
- Alberta's government has taken action to improve the reliability and affordability of electricity in Alberta and the Alberta Electric System Operator's (AESO) 2024 Annual Market Statistics report shows that these efforts are paying off.
- As a result of rapid generation capacity growth, electricity and natural gas prices have both been cut in half.
- In the second half of 2024, Alberta experienced a significant increase in its supply surplus, providing more opportunities to export power to neighbouring jurisdictions.
 - For the first time since 2016, Alberta became a net electricity exporter.
- We will continue to build on these efforts in 2025 as we continue the modernization of the electricity system to ensure it's affordable, reliable and sustainable for generations to come.

Key Facts:

- In 2024, more than 3,000 megawatts were added to the grid as more natural gas plants came online, growing Alberta's total installed generation capacity by more than 11 per cent – from 20,777 MW to 23,122 MW.
- Average pool prices dropped by 53 per cent from \$133.63/ megawatt-hour (MWh) to \$62.78/MWh compared to 2023, despite record-setting demand.
 - The 2024 average pool price was below the 10-year average.
- Natural gas prices were cut in half, decreasing by 49 per cent from \$2.55/gigajoule (GJ) to \$1.30/GJ.
- The province completed its coal-to-gas transition with the last coal-fired generator converting to gas in June 2024.

Background:

- The AESO 2024 Annual Market Statistics report summarizes key market information from the past year, provides insight into market trends and supports AESO and stakeholder planning for Alberta's energy future.
- High electricity prices have been driven by multiple factors, the federal carbon tax, frequent weather events, and an increase in provincial population.

Alberta's government has added a series of new features on the Alberta Site Selector Tool since its launch in April 2024 to better support businesses and investors in choosing the best place in Alberta to set up shop.

Key Messages:

- Alberta is the strongest, fastest growing investment destination in Canada
- Alberta's government is committed to maintaining a strong business environment that attracts investment, creates jobs and drives economic growth, so *all* Albertans can get ahead.

- The Site Selector Tool is a free, easy-to-use online tool that helps businesses and investors find the best locations in Alberta by providing real-time property listings and key data on infrastructure and communities.
- Investors can now access advanced data layers, including proximity to key infrastructure, utilities, and labour force statistics, making informed decision-making easier than ever.
 - New features allow users to drop a pin on the map for location-specific insights, customize views with preferred filters, and save property listings for future reference.
- Alberta's government is investing in innovative tools and policies to ensure Alberta remains the best place in Canada to live, work, *invest* and raise a family.

Key Facts:

- In April 2024, Alberta's government launched the new Site Selector Tool.
- There are currently over 7,000 available properties listed on the Alberta Site Selector Tool, highlighting that Alberta is open for business.
 - 145 municipalities have provided contact details through the tool.
- In 2024, 215,000 users visited the Regional Dashboard and Site Selector Tool.
- A survey conducted in 2022 found that 92 per cent of businesses and economic developers would use a site selector tool to guide investment decisions.
- New features include infrastructure proximity data (railways, airports, powerlines, natural gas service, fibre internet, and more) and labour force statistics (occupation types, unemployment rates and graduate data).
- The tool now allows users to favourite properties, download listings and generate customized site reports to simplify the investment process.

Minister Horner has introduced legislation to implement changes on auto insurance.

Key Messages:

- Alberta's government remains committed to supporting Albertans facing higher costs of living.
- We are working to bring better, faster, and cheaper auto insurance for Alberta's new care-first system.
- It's about ensuring that Albertans can get the best care quickly.
- In this made-in-Alberta care-first system, injured Albertans will gain access to improved medical, rehabilitation and income support benefits to help them recover faster.
- The new care-first system will reduce the time and money spent on litigation, while in certain instances, Albertans will still be able to sue an at-fault driver and also appeal insurer's benefits decisions.
- Albertans will see cost savings up to \$400 a year under the new care-first system when implemented in January 2027.
- We will continue to work with auto insurers, brokers, and health care practitioners to ensure a successful transition to the care-first automobile insurance system in January 2027.

Background:

- Alberta's auto insurance rates are the second highest in Canada, behind only Ontario.

- Alberta's auto insurance system is currently a court-based system, where not-at-fault persons injured in collisions can make claims against and sue at-fault drivers for their injuries and losses.
 - Court systems, like in Alberta, tend to experience higher auto insurance rates
- In recent years, the Alberta government has implemented a number of measures to limit rate increases and protect Alberta drivers from rate spikes.
 - In January 2024, a "good driver rate cap" was introduced to ensure Albertans with good driving records would only see their rates increase to account for inflation.

Students in kindergarten to grade 3 are screened for foundational reading, writing and math skills to find those who may need additional help. From Budget 2024, Alberta's government is providing an additional one-time grant of \$7.5M that school boards can use for more staffing, learning resources, and/or professional development for teachers.

Key Messages:

- Basic reading, writing and math skills are the foundation for school success and lifelong learning, that's why Alberta's government is supporting the province's youngest students as they develop these skills.
- To help ensure no student is left behind, Alberta's government is providing more money to help with early school years reading, writing and math screening.
- Alberta's government is providing a one time \$7.5 million grant funding injection for the 2024/25 school year which will help young students get the support they need and help schools with more staff, learning resources, and/or professional development for teachers.
- The additional \$7.5 million builds on the \$10 million already announced for reading, writing and math support for the 2024/25 school year.
 - Budget 2025, promises more than \$40 million in funding to school boards for reading, writing and math support over the next three years.
- This funding will support school boards as they help students to develop these foundational reading writing and math skills.

Key Facts:

- The \$7.5 million may continue to be used in the 2025/26 school year to provide interventions to kindergarten to Grade 3 children and students who require additional support.
- Funding will be distributed to school authorities that previously received funding in the 2024/25 school year.

Alberta's government is announcing \$17 million in planning funds to support the development of urgent care facilities across the province.

Key Messages:

- Alberta's government is investing in health care to ensure every Albertan has access to high-quality care close to home.

- Budget 2025 includes \$17 million in planning funds for urgent care facilities across the province, including \$15 million for eight new centres and \$2 million for an integrated primary and urgent care facility in Airdrie.
- Our government is addressing capacity challenges, reducing wait times, and improving access to care by bridging primary care and emergency departments with urgent care centres.
- By establishing urgent care centres in key locations, including Airdrie, Edmonton, Calgary, Lethbridge, Medicine Hat, Cold Lake, and Fort McMurray, Alberta's government will strengthen the health care system while reducing wait times for Albertans.
- We will continue to make smart, strategic investments in health facilities to support the delivery of publicly funded health programs and services to ensure Albertans have access to the care they need, when and where they need it.

Key facts:

- The \$2 million in planning funds for One Health Airdrie are part of a total \$24-million investment to advance planning on several health capital initiatives across the province through Budget 2025.
- Alberta's population is growing, and visits to emergency departments are projected to increase by 27 per cent by 2038.
- Last year, Alberta's government provided \$8.4 million for renovations to the existing Airdrie Community Health Centre

Alberta's government is announcing \$330 million in funding for rural health care facilities, including \$15 million for the new Rural Hospital Enhancement Program to support rural communities.

Key Messages:

- Alberta's government is committed to providing the highest quality of health care services for every Albertan, no matter where they live in the province.
- Budget 2025 provides \$15 million in planning funds for the new Rural Hospital Enhancement Program which will improve both rural health care facilities and increase access to essential health services.
- Through the Rural Hospital Enhancement Program we will continue to make data-driven decisions and ensure that resources are being appropriately deployed to address the areas with the greatest need.
- Through Budget 2025, Alberta's government is investing an additional \$315 million to support existing capital projects and programs that will deliver value, and maximize benefits, for rural Albertans.
- Our government is committed to strategic capital planning that will reduce wait times, expand access to care, and improve health services for all Albertans.

Key Facts:

- The \$15 million Rural Hospital Enhancement Program will evaluate the needs of the following rural health care facilities:
 - Myron Thompson Health Centre in Sundre

- Whitecourt Healthcare Centre
- Brooks Health Centre
- Hinton Healthcare Centre
- William J. Cadzow - Lac La Biche Healthcare Centre
- St. Joseph's General Hospital in Vegreville
- Drumheller Health Centre
- Slave Lake Healthcare Centre
- Edson Healthcare Centre
- Killam Health Care Centre
- Drayton Valley Hospital and Care Centre
- Pincher Creek Health Centre
- Athabasca Healthcare Centre
- Valleyview Health Centre
- Barrhead Healthcare Centre
- Northwest Health Centre in High Level
- Peace River Community Health Centre
- Central Peace Health Complex in Spirit River
- Lacombe Hospital and Care Centre
- Milk River Health Centre
- Through Budget 2025, Alberta's government is investing \$315 million in existing capital projects and programs that will deliver value, and maximize benefits, for rural Albertans.
 - \$25 million to complete projects under the Rural Health Facilities Revitalization Program
 - \$20 million in planning funds for primary care centres in rural, remote and Indigenous communities
 - \$80 million to develop the La Crete Maternity and Community Health Centre
 - \$1 million in planning funds for the Cardston Health Centre
 - \$18 million to fund furnishings, equipment and information technology infrastructure for the Mountview Health Complex in Beaverlodge, plus \$170 million in capital lease costs