



AGENDA

REGULAR MEETING OF PICTURE BUTTE TOWN COUNCIL COUNCIL CHAMBERS

Monday 24 March, 2025 at 6:30 pm

1.0 CALL TO ORDER

2.0 ADOPTION OF THE AGENDA

3.0 ADOPTION OF THE MINUTES

- 3.1 Regular Council Meeting Minutes – 10th March, 2025
- 3.2

4.0 PUBLIC HEARING

5.0 DELEGATION

- 5.1 Troy Grainger, Community Futures Executive Director

6.0 REQUESTS FOR DECISION

- 6.1 Bylaw No. 958-25 Services Fees and Rates Bylaw
- 6.2 MDP Committee Meeting

7.0 MAYOR'S REPORT

8.0 COUNCIL'S REPORT

9.0 ADMINISTRATION'S REPORT

- 9.1 CAO Report
- 9.1.1 Emergency Services Report

10.0 CORRESPONDENCE

- 10.1 Alberta Municipal Affairs – Education Property Tax
- 10.2 Alberta Municipalities – Meet and Greet Invitation
- 10.3 Southern Alberta Energy from Waste – Update
- 10.4 Patrick Brown, Mayor of Brampton – Stand for Canada
- 10.5 Family & Community Support Services – All Council Event Invitation

10.6 Natural Resources Conservation Board - Application LA25007 – Notice of
Decision Vanden Dool Farms Ltd.

10.7

10.8

11.0 INFORMATIONAL ITEMS

11.1 Alberta Government – Police Governance consultation results

11.2 Oldman River Regional Services Commission – Executive Committee
Meeting Minutes – February, 2025

11.3 Oldman River Regional Services Commission – Board of Directors Meeting
Minutes – December, 2024

12.0 CLOSED SESSION

13.0 ADJOURNMENT

MINUTES
OF THE
PICTURE BUTTE TOWN COUNCIL MEETING
HELD IN
COUNCIL CHAMBERS
Monday, March 10th, 2025 AT 6:30 PM

PRESENT: Mayor C. Moore Deputy Mayor C. Papworth Councillor T. Feist
Councillor H. de Kok Councillor C. Neels

ALSO PRESENT: Chief Administrative Officer – K. Davis
Director of Corporate Services – M. Overbeeke
Director of Parks & Recreation – C. Van Dorp
Town Planner – K. Schlamp
Administrative Assistant – K. Rice

1.0 CALL TO ORDER

Mayor Moore called the Regular Council Meeting to order at 6:30 p.m.

2.0 ADOPTION OF THE AGENDA

083 2503 10 MOVED by Deputy Mayor Papworth that the agenda be approved as amended.
ADD: 12.2 – FOIP Act Division 2 Section 16 – Sanitary Main Upgrade Phase 2
CARRIED

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting – February 24th, 2025

084 2503 10 MOVED by Councillor Feist that the Regular Council Meeting minutes of February 24th, 2025 be approved as presented.
CARRIED

4.0 PUBLIC HEARING – None for this meeting

5.0 DELEGATION

5.1 Brett Houweling – Recreation Area

Brett Houweling and his wife Anna Houweling presented a proposal to Council to build a Pump Track and Recreation Area in Picture Butte between Northridge and the Walk on the Wildside. The population of Picture Butte is increasing and according to statistics approximately 26% of the population is under the age of 14 and 83% of the population is under the age of 65. The recommendation is that by introducing this outdoor recreation area within Town, it will encourage active lifestyles within the community. The proposed pump track is all inclusive, allowing for various ages and skill levels to participate. There are four proposed pump track options, first is a dirt track which has the lowest build costs but the highest maintenance costs. Second, a modular track which is another low-cost option that allows for reconfiguration and portability. Third, an asphalt track is a more costly options that is low maintenance and provides durability. The last option is a concrete track which is the most expensive option which is also expected to be durable and have an extended life span, although has potential issues as the ground underneath settles. As well the concrete option is not as accessible for all equipment. Costs were presented ranges from \$10,000 to \$450,000 to install a pump track. Multiple ideas for ways to cover these costs were presented including government funding/grants, local business sponsorships/advertising, larger corporation sponsorship, local clubs, fundraising and funds from the Town. The next steps would be to contact Lethbridge Northern Irrigation District to inquire about the use of the proposed location for this recreational use.

Brett Houweling and Anna Houweling left the meeting at the completion of delegation.

6.0 REQUESTS FOR DECISION

6.1 Bylaw No. 956-25 Land Use Bylaw Amendment – Direct Control Zoning

085 2503 10 MOVED by Councillor Neels first reading of Bylaw No. 956-25. CARRIED

6.2 Bylaw No. 957-25 Municipal Borrowing Bylaw

086 2503 10 MOVED by Councillor de Kok first reading of Bylaw No. 957-25 Municipal Borrowing Bylaw. CARRIED

087 2503 10 MOVED by Deputy Mayor Papworth second reading of Bylaw No. 957-25 Municipal Borrowing Bylaw. CARRIED

088 2503 10 MOVED by Councillor Feist permission to move to third reading of Bylaw No. 957-25 Municipal Borrowing Bylaw. CARRIED UNANIMOUSLY

089 2503 10 MOVED by Councillor Neels third and final reading of Bylaw No. 957-25 Municipal Borrowing Bylaw. CARRIED

6.3 2025 – 2027 Operating Budget & 2025 – 2030 Capital Budget

090 2503 10 MOVED by Deputy Mayor Papworth to approve the 2025 – 2027 Operating Budget and 2025 – 2030 Capital Budget as presented. CARRIED

6.4 Preliminary 4th Quarter Operating & Capital Variance Reports

091 2503 10 MOVED by Councillor Neels to approve the 4th Quarter Preliminary Operating and Capital Budget Variance reports as presented. CARRIED

6.5 Facebook Page Centennial Committee

092 2503 10 MOVED by Councillor Feist to direct administration to create a Facebook Event(s) linked to the Town Facebook page to promote and communicate event details for the Centennial Celebration as officially requested by the Centennial Celebration Committee. CARRIED

7.0 MAYOR’S REPORT

7.1 Mayor’s Report

- February 13 Attended a Picture Butte and District Chamber of Commerce meeting
- February 18 Attended a Committee of the Whole meeting
- February 24 Attended a Municipal Planning Commission meeting
- March 3 Attended a Picture Butte and District Chamber of Commerce Executive meeting
- March 3 Attended a Special Council meeting
- March 3 Attended a Health Professional Attraction and Retention committee meeting
- March 5-7 Attended the President’s Summit on Civility and the 2025 Alberta Municipalities Spring Leaders’ Caucus

093 2503 10 MOVED by Mayor Moore that the Mayor’s Report be accepted as presented. CARRIED

8.0 COUNCIL’S REPORT

8.1 Council’s Report

Councillor Neels advised Council of her recent activities:

March 3 Attended a Special Council meeting
March 6-7 Attended the Virtual 2025 Alberta Municipalities Spring Leaders’ Caucus

Councillor Feist advised Council of her recent activities:

March 3 Attended a Health Professional Attraction and Retention committee meeting
March 3 Attended a Special Council meeting
March 7 Attended the Virtual 2025 Alberta Municipalities Spring Leaders’ Caucus

Councillor de Kok advised Council of his recent activities:

February 28 Attended a Southern Alberta Energy from Waste Association meeting
March 3 Attended a Special Council meeting

Deputy Mayor Papworth advised Council of her recent activities:

February 26 Attended a Green Acres Foundation Board meeting
March 3 Attended a virtual Green Acres Foundation Executive Committee meeting
March 3 Attended a Special Council meeting
March 3 Attended a Health Professional Attraction and Retention committee meeting
March 6-7 Attended the Virtual 2025 Alberta Municipalities Spring Leaders’ Caucus

094 2503 10 MOVED by Deputy Mayor Papworth that the Council Reports be accepted as presented.

CARRIED

9.0 ADMINISTRATION’S REPORT

9.1 CAO Report

095 2503 10 MOVED by Councillor Neels to accept the CAO Report as presented.

CARRIED

9.1.1 2024 Director of Emergency Services Monthly Report

096 2503 10 MOVED by Councillor de Kok to accept the Director of Emergency Services Monthly Report as presented.

CARRIED

10.0 CORRESPONDENCE

10.1 Family and Community Support Services – Report to Municipalities

10.2 Municipal Affairs – 2025 Budget

10.3 Municipal Affairs – Provincial Priorities Act

097 2503 10 MOVED by Councillor de Kok to receive and file all correspondence items.

CARRIED

11.0 INFORMATIONAL ITEMS

- | | |
|------|--|
| 11.1 | <u>Family and Community Support Services – Board Meeting Minutes – February 2025</u> |
| 11.2 | <u>AB Municipalities – Preliminary Analysis of Alberta’s 2025 Budget</u> |
| 11.3 | <u>Oldman River Regional Services Commission – Executive Committee Meeting Minutes- January 2025</u> |
| 11.4 | <u>Health Professional Attraction and Retention Committee Minutes – January, 2025</u> |

098 2503 10 MOVED by Councillor Feist to receive and file all informational items.

CARRIED

12.0 CLOSED SESSION

- | | |
|------|--|
| 12.1 | <u>FOIP Act Division 2 Section 21 – Alberta Environment Administrative Penalty</u> |
| 12.2 | FOIP Act Division 2 Section 16 – Sanitary Main Upgrade Phase 2 |

099 2503 10 MOVED by Councillor Neels to close the meeting to the public in accordance with Division 2 Section 16 & 21 of the Freedom of Information and Protection of Privacy Act to discuss the Alberta Environment Administrative Penalty and the Sanitary Main Upgrade Phase 2.

CARRIED

100 2503 10 MOVED by Deputy Mayor Papworth to open the meeting to the public at
8:24 p.m.

CARRIED

13.0 ADJOURNMENT

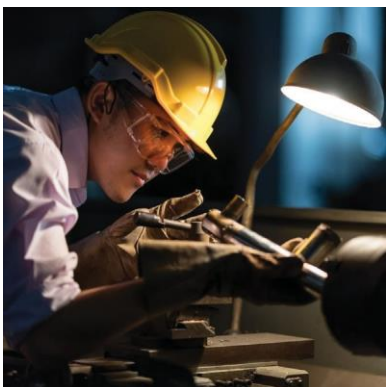
The next Regular Council Meeting is scheduled for March 24th, 2025 beginning at 6:30 p.m.

101 2503 10 MOVED by Councillor Neels that the Regular Council Meeting adjourn at 8:24 p.m.

CARRIED

Cathy Moore
Mayor

Keith Davis
Chief Administrative Officer



Community Futures Lethbridge Region

Shareholder Presentation

2 0 2 5

Rural Presence

Community Futures is a federally supported program with 260 offices across all provinces and territories in Canada, of which 27 are in rural Alberta. Community Futures Lethbridge Region (CFLR), founded in 1989, is one of these entities whose mandate it is to support businesses that otherwise be unattractive to traditional lenders. The described support is deployed through access to capital, knowledge asset transfer, and collaborative economic development-based projects, all to foster and grow the business and industry economies in the region.

CFLR operates as a not-for-profit organization governed by a volunteer Board of Directors. Operational and historical loan funding is provided by Prairies Canada Economic Development (PrairiesCan) under annual and multi-year contribution agreements. The CFLR Board of Directors does have considerable autonomy under these agreements to provide direction and oversight for economic development supports specific to the Lethbridge region and its ecosystems.



Growing Business Economies in Southern Alberta



Communities Served

- Barons
- Blood Band Reserve
- Broxburn
- Coaldale
- Coalhurst
- Del Bonita
- Diamond City
- Iron Springs
- Kipp
- City of Lethbridge
- Lethbridge County
- Magrath
- Monarch
- Nobleford
- Picture Butte
- Raymond
- Shaughnessy
- Spring Coulee
- Stand Off
- Stirling
- Tempest
- Turin
- Welling

and other surrounding towns near Lethbridge.



COMMUNITY FUTURES LETHBRIDGE REGION STRATEGIC TREE

Vision Statement

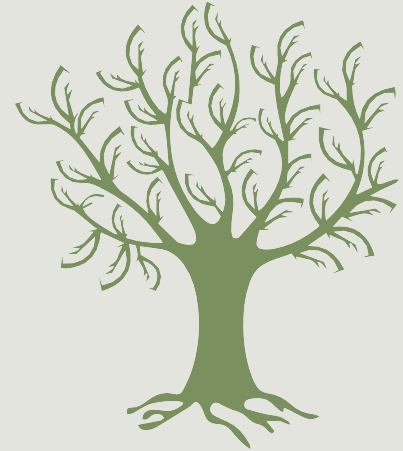
To be a recognized, respected, and a reliable community leader for economic and business development services in Lethbridge and surrounding areas.

Mission Statement

To financially assist and support entrepreneurs and communities to foster economic growth.

Differentiation Statement

Community Futures Lethbridge Region provides an affordable and focused suite of products and services that foster business growth to a client base that otherwise may be unattractive to traditional financial institutions.



Core Values

Community Futures Lethbridge Region will be a welcoming and inclusive environment that fosters the regional entrepreneurial spirit, contributing supports to a sector of the business ecosystem that private industry will not.

Goals & Themes

- 1** To become a catalyst for economic growth for the Lethbridge region and beyond =
Access To Capital



- 2** To transfer entrepreneurial knowledge, fostering business sustainability and growth =
Knowledge Transfer



- 3** To become a recognized value- added collaborator for economic development, culturally inclusive, and business-oriented projects in the region =
Project Collaboration

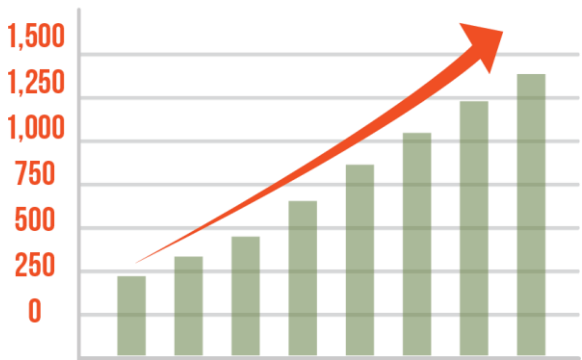


Regional Impact 2023-2024



\$1,228,695

Loans in 2023-2024



NUMBER

of business advisory
and training sessions



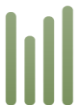
23

Businesses created, maintained, or
expanded through business services



26

Number of loans to
underrepresented groups



50

Number of new and
ongoing projects



Amount invested in projects

AMOUNT LEVERAGED



\$317,946 loans

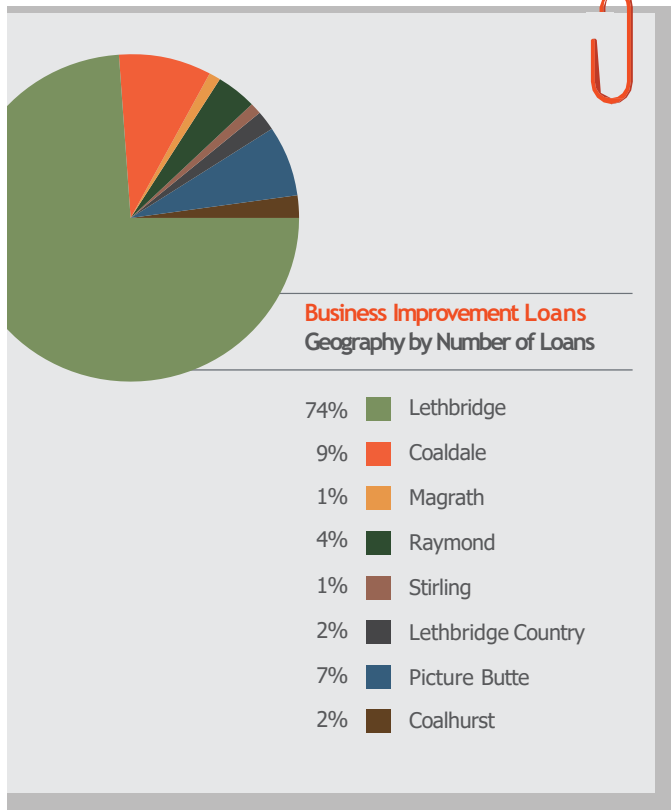


\$172,233 projects

Product Spotlight

Business Improvement Loans

Business Improvement Loans (BIL's) are loan facilities that have flexible eligibility for expenses intended to beautify and secure interiors and exteriors of storefronts with loan interest paid by the participating Municipality. Originated in 2015, the product has seen numerous applications and noticeable differences in community business curb appeal.



Example:

- \$20,000 BIL at 7.5% compounded semi-annually for 36 months.
- Interest of \$1,239.35 paid by Town of Picture Butte.
- Client pays monthly principal only, at \$277.78.

1



\$1,871,571

**Dollar Amount of
Business Improvement
Loans**

2



160

**Number of Business
Improvement Loans**

3



353

**Number of full &
part-time jobs
maintained**

Product Spotlight (continued)

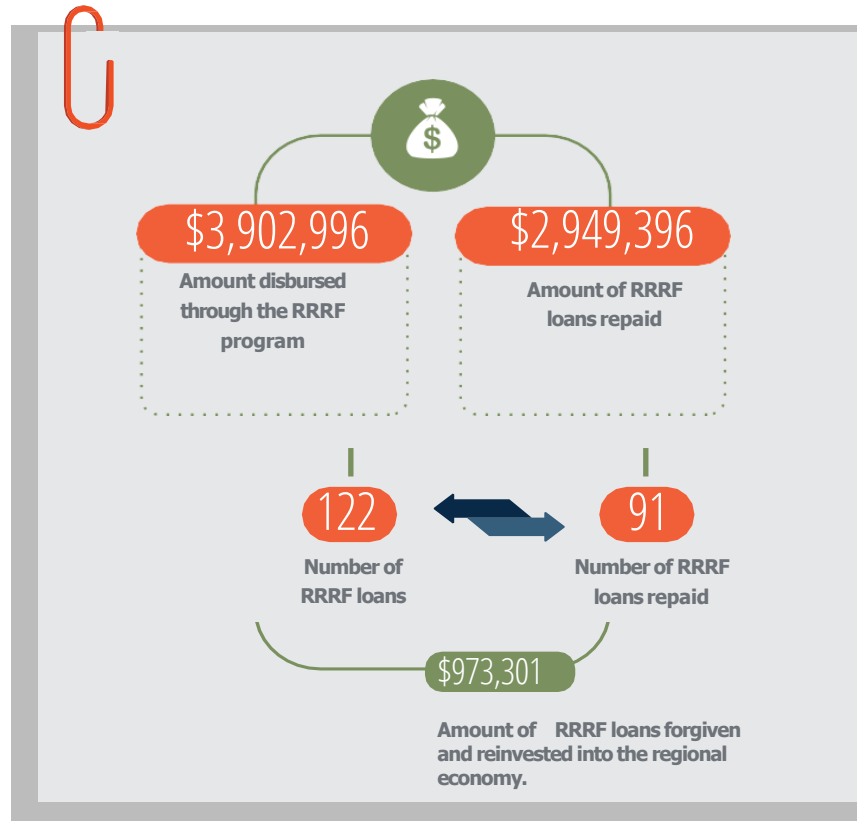
Regional Relief and Recovery Fund

The Regional Relief and Recovery Fund (RRRF) was a pandemic business assistance program initiated by the federal government in 2020 and administered by Community Futures organizations across the country.

Businesses who qualified accessed up to \$60,000 each, with \$20,000 being forgiven if the remaining \$40,000 was repaid by a certain date. Of note is the almost \$975,000 that was invested into the regional economy through loan forgiveness.

2023-24 witnessed the program start to wind down with the repayment date being set for early in the fourth quarter.

CFLR witnessed a 76% repayment rate with any outstanding balances being amortized over two years at 4% interest as mandated by the federal government.



Key Projects



Community Futures Lethbridge Region contributes to or is the lead in numerous simultaneous projects throughout the year. Certain external and internal projects stand out as above the rest as they add extra value, legacy, and growth to the region.

Blackfoot Signage Project

The project was formed as a partnership between the Kainaiwa, SouthGrow Regional Initiative, Community Futures Lethbridge Region, Tourism Lethbridge, the Reconciliation Lethbridge Action Committee, and Alberta SouthWest Regional Alliance. The Blackfoot Signage Project provided subsidized funding for the design and production of Blackfoot language signage for communities, businesses, institutions, and more across the region, with the Kainaiwa providing the translation/interpretation services. The award-winning project provided a proof of concept in 2023-24 with 100% subscription and a waiting list, leading to project continuation through Phase II in 2024-25 and hopefully beyond.



Key Projects (continued)



LAUNCHPOINT PITCH COMPETITION

The project was formed with the University of Lethbridge Agility Centre, Lethbridge Polytechnic AgENT Centre, and the Regional Innovation Network of Southern Alberta (RINSA).

There are endless people in the Lethbridge region with business ideas and just as many entrepreneurs in waiting. Launch Point was designed to encourage that next step from ideation to public pitch and to bring themselves and their ideas out of the shadows. Along with pitch and entrepreneurial training, video pitch submissions from regional post-secondary and public streams were shortlisted by a panel of judges to six premier live pitches to be held at a formal event in on March 7th, 2025.

Kidz in the Biz

This project is in partnership with the City of Lethbridge and Enmax Centre which saw a trade show event put on for young entrepreneurs.

Targeted at youth aged 9-16 years of age, they were invited to present their businesses at an event like large expos and trade shows. The entrepreneurs attended set up trade show booths with full draping and promotion to sell their retail, wholesale, and service business wares. 2023 was its inaugural year with over 30 booths registered and hundreds of public attending. The third year of the event is planned for September 2025.



Upcoming Projects

Intro to Ai

For Business

Join RINSA and Community Futures Lethbridge Region for an interactive session exploring the fundamentals of artificial intelligence for business!

3 Apr 2025
11:00AM - 1:30PM

Agri-food Hub & Trade Center
MNP Meeting Room
3401 Parkside Drive S.
Lethbridge, AB
T1J 4R3

Lunch included
Bring your own laptop

Register today at:
www.bit.ly/IntrotoAI-Leth

LIVE On-site!



Community Futures Lethbridge Region | rin sa | tecconnect

Fundraising for Startups

Alberta Founders!

Live Via Zoom

Angel Investing



Alberta Residents
Live Via Zoom

Brooke Harley, CEO & Founder ClassRebel

SOUTHERN ALBERTA ECONOMIC SUMMIT 2025

Join us for this annual SouthGrow event to discuss the topics that matter to Southern Albertans and our communities!



FEATURING

Andrew Button - Unlocking Rural Entrepreneurial Potential

SOUTHGROW

PrairiesCan

FORTIS ALBERTA



Community Futures

TOURISM Lethbridge

Economic Development Lethbridge

SOUTHWEST

bdc

Client Feedback

— “ —

“Community Futures is the best! It has been an excellent experience; the staff are great, and the application process is quick and straightforward.”

Imad Dalank, Beirut Shawarma & Kabab,



“Community Futures went above and beyond, we had a great experience with staff that were friendly, thoughtful, and understanding”.

Natalia Aronov, D&N Kitchen, German & Eastern European Cuisine



“It’s been amazing! The experience has helped me develop as a business owner. The business advisor was kind, patient, and understanding in their communication with me.”

Natasha Gurney, Kurvy Kouture Co.

CFLR BOARD OF DIRECTORS

2024-2025

Chair, John Kuerbis

Councilor, Lethbridge County

Director, Corné Mans

Councilor, Village of Nobleford

Vice-Chair, Allen Tollestrup

Councillor, Town of Raymond

Executive Member, Deborah Florence

Councilor, Town of Coalhurst

Director, Teresa Feist

Councilor, Town of Picture Butte

Director, Belinda Crowson

Councilor, City of Lethbridge

Director, Gary Bikman

Councilor, Village of Stirling

Director, Aaron Zaugg

Councilor, Town of Magrath

Director, Jordan Sailer

Councilor, Town of Coaldale

Director, Clinton Bishop

Councilor, Village of Barons

**Executive & Member at Large,
Jack Van Rijn**

Mayor, Town of Coaldale

Member at Large, Stephen Mogdan

Partner, Stringam LLP

Contact Us



403-320-6044



cflethbridge@albertacf.com



2826 South Parkside Drive
Lethbridge, AB T1K 0C4



lethbridgeregion.albertacf.com



Community
Futures  Lethbridge Region



Request for Decision

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: 14th March, 2025

To: Mayor, Council

From: CAO

Re: Fees and Rates Bylaw

Background:

Attached to this memorandum is a spreadsheet showing our current Fees and Rates bylaw. The highlighted fees are fees we are recommending to be changed.

Also attached is the proposed fees for the pool beginning in 2025.

Attachments:

1. Bylaw No. 958-25 Service Fees Rates and Charges Bylaw
2. Proposed pool fees for 2025

Submitted by: Keith Davis, CAO

TOWN OF PICTURE BUTTE
BYLAW NO. 958-25

BEING A BYLAW OF THE TOWN OF PICTURE BUTTE, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF RATES, FEES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY OR ON BEHALF OF THE MUNICIPALITY OF PICTURE BUTTE

WHEREAS pursuant to the Municipal Government Act R.S.A. 2000, Chapter M26, a Municipal Council has broad authority to govern including authority to pass bylaws respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS other provincial legislation empowers or requires a municipality to levy fees and charges specific to activities pursuant to such legislation;

AND WHEREAS the Town of Picture Butte Council deems it desirable and fiscally responsible to establish rates, fees and charges for municipal services and the use of municipal facilities;

NOW THEREFORE, the Council of the Town of Picture Butte, in the Province of Alberta, duly assembled, hereby enacts:

- 1. CITATION:
 - 1.1. This bylaw may be cited as the “Service Fees, Rates and Charges Bylaw”.
- 2. SCHEDULE:
 - 2.1. Schedule A, attached hereto, shall establish the fees, rates and charges, for the Town of Picture Butte, which are not already specified in an existing bylaw.
- 3. SEVERANCE
 - 3.1. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.
- 4. COMING INTO EFFECT
 - 4.1. Bylaw No. 958-25 Service Fees, Rates and Charges Bylaw, and any amendments to it, is hereby rescinded when this bylaw shall come into force.
 - 4.2. This Bylaw shall come into force and effect on the final day of passing thereof.

READ A FIRST TIME THIS	DAY OF	, A.D. 2025.
READ A SECOND TIME THIS	DAY OF	, A.D. 2025.
READ A THIRD TIME THIS	DAY OF	, A.D. 2025.

TOWN OF PICTURE BUTTE

Cathy Moore
Mayor

Keith Davis
CAO

SCHEDULE A

ADMINISTRATIVE SERVICE CHARGES & FEES

Certificate Requests		
Tax Certificates	\$	30.00
Certificate of Compliance	\$	30.00
Zoning letter	\$	30.00
Tax /Assessment information (non ratepayer)	\$	30.00
Inspection of the Assessment Role	\$	30.00
Tax Notice Mortgage Admin Fee per Tax Roll	\$	10.00
Reprint of Tax Notice or Utility Invoice (including sending copy to lawyer)	\$	10.00
 Assessment Appeals		
Assessment Appeal of land or building	\$	50.00
 Miscellaneous Administrative Fees		
NSF Cheques	\$	45.00
Bank Item Return	\$	45.00
Tax Arrears Administrative Fee	\$	100.00
Bylaw Enforcement Administrative Fee	\$	25.00
Pool & Baseball Diamond Refund Administrative Fee	\$	10.00
Replacement Security Cards	\$	20.00
Utility Bill Mailing Fee – updated March 2025	\$	2.25
Prices are GST Exempt		

Updated in 2020

COMMUNITY CENTRE RENTAL RATES

Facility		
Main Hall Rental		
• 3 hours	\$	80.25
• 4 hours	\$	107.00
• 5 hours	\$	133.75
• 6 hours	\$	160.50
• 7 hours	\$	187.25
• 8+ hours	\$	200.00
Main Hall & Kitchen Rental		
• 3 hours	\$	130.25
• 4 hours	\$	157.00
• 5 hours	\$	183.75
• 6 hours	\$	210.50
• 7 hours	\$	235.25
• 8+ hours	\$	250.00
Damage Deposit for all rentals		
	\$	300.00
Prices Inclusive of GST		

Updated in 2020

RECREATION SERVICE FEES & CHARGES

Sports Field Rentals	
Baseball Diamond per hour	\$ 5.25
Local Youth Teams per hour	\$ 3.15
Tournament Fee – Friday to Sunday (both diamonds)	\$ 300.00
Tournament Fee – One Day (both diamonds)	\$ 100.00
Damage Deposit for all bookings	\$ 300.00
Key Deposit	\$ 100.00
Tennis Courts	No Charge
Prices Inclusive of GST	

Updated in 2022

Campground Rates	
Per Night	\$ 10.00
Per Week (7 consecutive nights)	\$ 60.00
Per Month (30 consecutive nights)	\$ 225.00
Prices Inclusive of GST	

Camp Kitchens	
Lions Park Bathroom Multi-purpose room per booking (no ice)	\$ 20.00
Damage Deposit	\$ 100.00
Lions Park Camp Kitchen	No Charge
Regional Park Camp Kitchen	No Charge

Updated in 2022

RECREATION SERVICE FEES & CHARGES continued...

POOL

General Admission (updated 2025 season)

Infants (3 and under)	No Charge
Child (4-12)	\$ 4.00
Youth (13-17)	\$ 4.50
Adult (18-64)	\$ 6.00
Senior (65+)	\$ 4.75
Family (2 adults and 4 youth/child)	\$ 17.00
• Additional youth/child	Half Regular
School Rentals (per hour based on guards required on deck) (update for 2025 season)	
• 1 – 35 people	\$ 45.00
• 36 to 70 people	\$ 70.00
• 71 to 107 people	\$ 95.00
• 108 to 142 people	\$ 120.00
• 142+ people	\$ 145.00
Private Rentals(per hour based on guards required on deck) (update for 2025 season)	
• 1 – 35 people	\$ 100.00
• 36 to 70 people	\$ 140.00
• 71 to 107 people	\$ 190.00
• 108 to 142 people	\$ 240.00
• 142+ people	\$ 290.00

Season Passes (updated 2025 season)

Child (4-12)	\$ 65.00
Youth (13-17)	\$ 73.00
Adult (18+)	\$ 94.00
Senior (65+)	\$ 88.00
Family	\$ 205.00
• 2 adults and 4 youth/child living at the same residential address	
• Additional youth/child season passes	Half Regular
One Parent Family	\$ 150.00
• 1 adult and 4 youth/child living at the same residential address	
• Additional youth/child season passes	Half Regular
Fire Fighter Volunteer	No Charge
Town of Picture Butte Employees	Half Regular

Season passes allow access to all public swims and fitness classes
“Half Regular” means half the regular rate

Fitness Pass	\$ 65.00
A fitness pass allows access to only fitness classes for the season	

Punch Cards (updated 2025 season)

Ten Pass Child (4-12)	\$ 36.00
Ten Pass Youth (13-17)	\$ 41.00
Ten Pass Adults	\$ 54.00
Ten Pass Seniors (65+)	\$ 43.00

Lessons (updated 2025 season)

Swim for Life Swim Lessons	
Preschool Lessons/Parent & Tot	\$ 45.00
Level 1 – 4	\$ 45.00
Level 5 – 6	\$ 50.00
Level - Swim Patrol = Star, Ranger Rookie	\$ 55.00
Private Lessons (Five, half hour lessons. Must be in same week).	\$ 150.00
Bronze Cross/Medallion	\$ 240.00
• Price includes manual	
Prices are GST Exempt	

ARENA

Public Skating Admissions (update 2025 season)

Adults	\$ 3.00
Children (7-17)	\$ 2.00
6 and under	No Charge
Family	\$ 10.00

Season Passes

Adults	\$ 31.00
Children (7-17)	\$ 16.00
Family	\$ 110.00

Ice Rentals

Adult Groups	\$ 173.35
Youth Groups (in Town)	\$ 99.40
Youth Groups (out of Town)	\$ 112.05
Sponsorships (1 hour)	\$ 99.40
Rentals starting after 10:00 p.m.	\$ 112.06
<i>(3% increase for ice users Sept 2023)</i>	

Facility Rentals

Concession Rental per month includes GST	\$ 500.00
ProShop Rental per year	\$ 267.75
Teen Room for community groups involved in youth programming	No Charge
Teen Room for groups not involved in youth programming per hour	\$ 10.50
Penalty for Judo club if mats are left on the ground when another youth group wants to use teen room	\$ 52.50
Arena Lobby Rental per hour (April to October)	\$ 15.75

Curling Club Rental (October to April)	\$27,192.00
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Off Season Rates

Concession Rental per month (storage) includes GST	\$ 250.00
Concession Rental per month operating includes GST	\$ 500.00
Arena Rental per hour	\$ 30.00
Arena Rental per day	\$ 180.00
Curling Rink Rental per hour	\$ 30.00
Curling Rink Rental per day	\$ 180.00
Damage Deposit	\$ 500.00
All Arena Rates Inclusive of GST	

Updated in 2023

FIRE DEPARTMENT SERVICE FEES & CHARGES

Emergency Response

Any emergency response outside of the Town of Picture Butte, not covered by an existing agreement, will be invoiced at the current Alberta Transportation rates.

Standby Fees for Non-Emergency Events

Fire Engine per unit per hour or portion thereof	\$	325.00
Rescue Unit per unit per hour or portion thereof	\$	325.00
Command Unit per unit per hour or portion thereof	\$	300.00
Specialty Team in addition to unit charge	\$	100.00

Standby/Assistance is available for not-for-profit or charitable organizations.
Please contact the Picture Butte Firefighters Association for details.

Response Fees for False Alarms (per calendar year)

First response	No Charge
Second response	\$ 325.00
Third or more response	\$ 650.00

Fire Inspections Fees (per report)

During regular business hours	\$ 75.00
After regular business hours	\$ 100.00
Re-inspection for outstanding fire code violations	\$ 100.00

Miscellaneous Fees

File search (investigations and inspections)	\$ 50.00
Occupancy Load Certificates	\$ 75.00
Fire Investigation Services per hour	\$ 75.00
Fire Extinguisher Training per person	\$ 10.00
Emergency Response / Evacuation Planning per plan	\$ 100.00
Fire Drills	No Charge
Display Fireworks Permit application	\$ 50.00
Mileage for out of Town Services per km	\$ 0.50
Public Education - Assessed per request	

Updated in 2021

Bylaw No. 885-19 Dog Control Bylaw

Specified Penalties

Section	Violation	Penalty
2.1	Dog Running at Large	\$ 100.00
2.2.1	Dog Bites a Person	\$ 300.00
2.2.2	Dog Injures a Person	\$ 200.00
2.2.3.	Dog Chases a Person	\$ 150.00
2.2.4.	Dog Bites, Barks at or Chases other animals, bicycles, automobiles, wildlife	\$ 100.00
2.2.5	Dog barks, howls excessively or unnecessarily or otherwise creates a disturbance	\$ 100.00
2.2.6.	Dog causes damage to property or other animals	\$ 100.00
2.2.7.	Dog upsets waste receptacles	\$ 100.00
2.3.	Dog transported loose in a vehicle	\$ 200.00
2.4.	Dog Fighting	\$1000.00
2.5.	Dog Defecation	\$ 100.00
2.6.	Dog in Heat	\$ 60.00
2.7.	Dogs left without Ventilation	\$ 100.00
2.8.	Dogs in Restricted Area	\$ 100.00
3.1	Dogs with Communicable Diseases in Public Places	\$ 100.00
3.2.	Failure to Lock, Isolate and report a dog with Rabies	\$ 100.00
4.3.	Failure to obtain an aggressive dog license and comply with requirements thereunder	\$ 200.00
4.3.	Failure to muzzle an aggressive dog	\$ 100.00
4.3.	Failure to leash an aggressive dog	\$ 100.00
4.3.	An aggressive dog running at large	\$ 200.00
4.3	Failure to adequately confine an aggressive dog	\$ 100.00
5.3.1.	Failure to have any electronic identification microchip implanted in an aggressive dog	\$ 150.00
6.1.	Dog not Licensed	\$ 150.00
6.3.	Dog not Wearing License	\$ 25.00
9.3.1.	Interference	\$ 100.00

LICENCE FEES

Status of Dog	Annual Fee
1. Any dog that is altered and is marked for Identification	\$ 20.00
2. Any dog that is altered but is not marked for Identification	\$ 20.00
3. Any dog that is not altered but is marked for Identification	\$ 30.00
4. Any dog that is not altered and is not marked for Identification	\$ 30.00
5. Guide Dog or Service Dog pursuant to the Blind Persons' Rights Act, Chapter B-3 or to the Service Dogs Act, Chapter S-7.5	No Charge
6. Police or Law Enforcement Service Dog	No Charge
7. Seniors Dog Licence	No Charge
8. Dog Fancier Licence (in addition to regular license fee per dog)	\$ 30.00
9. Fostering Dog Licence	\$ 30.00
10. Fostering Dog Tag	\$ 20.00
11. Aggressive Dog Licence Fee	\$ 150.00

OTHER FEES

12. Impoundment Fees (after 24 hours)	\$ 60.00
13. Aggressive Dog Impoundment Fee	\$ 100.00
14. Care and Sustenance (per day or portion thereof to commence at midnight on the day of impoundment)	\$ 9.00
15. Veterinary Fee	Amount Expended
16. Owner drop-off Fee	\$ 10.00
17. Destruction of dog	\$ 300.00 plus GST
18. Appeal to the Aggressive Dog Committee	\$ 200.00
19. Dog Tag Replacement	\$ 5.00

Bylaw No. 872-18 Utility Bylaw

WATER RATES

	Current	2023	2024	2025	2026
Single Dwelling Residential:	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50 per month
Non-Residential	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50 per month
Multi-Unit Dwelling:	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50 per month per dwelling unit
Mobile Home Parks:	\$41.23	\$41.65	\$42.00	\$42.50	\$43.00 per month per dwelling unit
Institutional	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50 per month
Overages	\$1.90 per cubic meter				
Accounts outside Town limits:	Double the pertinent in-Town rate				
Overages outside Town limits:	\$2.10 per cubic meter				

- 20 cubic meters of water will be supplied to each dwelling unit per month for the monthly fee.
- Overages will be charged according to water usage over and above the 20 cubic meters of water supplied per month.
- For Multi-Unit Dwellings and for Mobile Home Parks the per month fee will be multiplied by the number of dwelling units, regardless of whether the dwelling is occupied or vacant.

Bulk Water Truck Fill	
Account Set Up and Card	\$25.00
Water per cubic meter	Same rate as Lethbridge County (<i>Amended by Bylaw No. 897-20</i>)
Water Card Replacement	\$10.00

Raw Water	
Residential	\$130.00 annually
Non Residential	\$340.00 annually

Updated in 2022

Water Meters	
Meter	Cost including shipping (<i>Amended by Bylaw No. 897-20</i>)
Meter Horn	Cost including shipping (<i>Amended by Bylaw No. 897-20</i>)
Removal	\$ 50.00
Repair or Replacement	Cost + 10%
Meter Test	\$125.00

- Repair or replacement charges will only be applied when there is evidence that the meter needs repair or replacement because it has been tampered with.

Utility Disconnection Fee	
Administrative Disconnect	\$ 25.00
Physical Disconnect	\$ 65.00 (Regular work hours) \$150.00 (Non-regular work hours)

Utility Connect Fee	
Administrative Connect	\$ 25.00

Bylaw No. 872-18 Utility Bylaw

SEWERAGE RATES

DOMESTIC CUSTOMERS	Current	2023	2024	2025	2026	
Single-Unit Dwelling	\$18.75	\$23.75	\$28.75	\$33.75	\$38.75	per month
Multi-Unit Dwelling	\$18.75	\$23.75	\$28.75	\$33.75	\$38.75	per month per unit
Mobile Home Park	\$15.94	\$20.94	\$25.94	\$30.94	\$35.94	per month per unit
INSTITUTIONAL CUSTOMERS	\$107.50	\$112.50	\$117.50	\$122.50	\$127.50	per month
COMMERCIAL 1 CUSTOMERS	Current	2023	2024	2025	2026	
Banks and Financial Institutions	\$18.75	\$23.75	\$28.75	\$33.75	\$38.75	per month
Confectionary						
Liquor Stores						
Medical Clinics						
Meeting Places						
Professional Offices						
Pharmacy						
Places of Worship						
Retail Outlets						
COMMERCIAL 2 CUSTOMERS	Current	2023	2024	2025	2026	
Fabrication	\$34.00	\$39.00	\$44.00	\$49.00	\$54.00	per month
Manufacturing						
Machining						
Welding						
Restaurants						
Fast Food Services						
Vehicle Repair						
INDUSTRIAL CUSTOMERS	Current	2023	2024	2025	2026	
Car Washes	\$107.50	\$112.50	\$117.50	\$122.50	\$127.50	per month
Truck Washes						
Slaughter Houses						
Hotels/Motels						
DISCHARGE LIMITS CHARGE – INSTITUTIONAL, COMMERCIAL & INDUSTRIAL CUSTOMERS						
BOD	\$0.243/Kg					
TSS	\$0.340/Kg					
COMMERCIAL/ RESIDENTIAL COMBINED CUSTOMERS	Current	2023	2024	2025	2026	
	\$34.00	\$39.00	\$44.00	\$49.00	\$54.00	per month
Accounts Outside of Town Limits	Double the pertinent in-Town rate					

Bylaw No. 872-18 Utility Bylaw

WASTE MANAGEMENT RATES

GARBAGE COLLECTION:	Current	2023	2024	2025	2026
Residential	\$19.95	\$22.00	\$22.70	\$23.40	\$24.10 per month
Multi-Unit Dwelling	\$14.45	\$16.02	\$16.50	\$17.00	\$17.50 per dwelling unit
Mobile Home Park	\$17.00	\$18.90	\$19.45	\$20.05	\$20.65 per dwelling unit
Commercial	\$26.80	\$29.70	\$30.90	\$31.85	\$32.80 per weekly pickup per month
Mixed Commercial / Residential	\$26.80	\$29.70	\$30.90	\$31.85	\$32.80 per weekly pickup per month
Institutional	\$109.50	\$120.75	\$124.40	\$128.15	\$132.00 per month (2 weekly pickups)
Garbage Bin Replacement	\$100.00				per bin

UTILITY PENALTIES AND FINE RATES

Utilities in Arrears	2% per month (26.82% per annum)
Non Sufficient Funds (NSF)	\$45.00 per incident.
Failure to Comply	
First Offence	\$250.00
Second Offence	\$500.00
Third Offence	\$1000.00

Bylaw No. 912-21 Urban Hen Bylaw

Application Fee	\$100.00
Annual Urban Hen Licence Fee	\$ 30.00

Bylaw No. 938-23 Business Licence fees

	<u>Yearly Resident</u>	<u>Daily Resident</u>	<u>Yearly Non Resident</u>	<u>Daily Non Resident</u>	<u>Per Event</u>
Business	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Contractor	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Sub-Contractor	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Hawker or Peddler	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Home Occupation	\$ 50.00	\$ 25.00	N/A	N/A	N/A
Farmer’s Market	N/A	N/A	N/A	N/A	\$ 100.00
Flea Market	N/A	N/A	N/A	N/A	\$ 100.00
Any other Business not Specifically provided For in this bylaw	\$ 50.00	\$25.00	\$ 200.00	\$ 50.00	N/A

Last Reviewed by Administration in 2023



Memorandum

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County.*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: February 21, 2024
To: Mayor, Council
From: Director of Emergency Services

RE: Emergency Services Report – February 2025

Year-to-Date Emergency Events (Jan-Feb)						
Fire		Medical		Motor Vehicle Collisions		Total
Town	County	Town	Other	Town	County	
2	4	15	23	0	2	101

Fire Services

Fire crews responded to 19 events in February including 2 motor vehicle collisions, 4 alarms, 2 wildland fires, and 11 medical emergencies.

On February 22, 2025 fire crews attended the first wildland fire of the year, ten days before the official start to the provincial wildfire season. Again, on February 27th, crews were dispatched to a wildland fire in Lethbridge County, which required 7 crews from 4 departments to bring the fire under control with extremely windy conditions.



Wildland 31 at a wildland fire in Lethbridge County on February 27, 2025

Fire service agreement negotiations with Lethbridge County are ongoing, with Keith and I attending several meetings throughout February and March. A Memorandum of Understanding has been signed to continue the current agreement past March 31, 2025 to allow time to complete negotiations. Discussions have been positive overall and we are trending towards a finalized agreement, however the process is complex and is taking some time.

Emergency Medical Services

Our EMS crews responded to 47 events in February and transported or treated 35 patients. All members have been completing refresher training on medical skills throughout January and February with our EMS staff recertifying in our latest version of the Medical Control Protocols issued by Alberta Health Services. We recently met with Alberta Health Services representatives to discuss our open funding proposal which yield no results and is being delayed while the transition to the new Acute Care Alberta organization is taking place. We will continue discussions and advocacy for our contract funding, and I believe it would be beneficial for Council to lobby the health minister to direct Alberta Health Services to move forward with our proposal at the next opportunity.

Bylaw Services

There was no bylaw officer for the month of February, however I did issue a couple sidewalk notices.

Emergency Management

The regional emergency management framework project continues with the appointed Town of Picture Butte representatives being assigned to the Regional Emergency Advisory Committee (REAC), with Mayor Moore as the primary member and Deputy Mayor Papworth as alternate. The steering committee has received a final draft of the Regional Emergency Management Plan (REMP) and I have reviewed and provided feedback to the consultant. We have a meeting scheduled for March 24, 2024 with AEMA and the consultant to review drafts, REMP, and project progress in comparison to our legislated requirements of the *LAEMR*. ICS 200 training is also being completed in March and April for new staff members.

Submitted by: Frank West, *Director of Emergency Services*



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)

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%

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
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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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
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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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 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%

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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 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%

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 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%

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
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



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).

Keith Davis

From: Scott Akkermans <sakkermans@coalhurst.ca>
Sent: Tuesday, March 18, 2025 1:53 PM
To: Scott Akkermans
Subject: Invitation for Zone Meeting: April 2nd, 2025 3:30-4:30pm

Dear Towns South Mayor's Councillors & CAO's,

We are excited to announce a virtual meet and greet event with our new CEO Dana Mackie. This is a wonderful opportunity for Dana to connect with you to learn about your local priorities.

As the purpose of the session is to provide Dana context on municipal priorities that will inform his approach to leading the organization, he would appreciate hearing from you about the following topics:

- ABmunis is conducting a financial research project looking at trends in provincial transfers, downloading, municipal revenues, the infrastructure deficit among other topics. What is the biggest financial issue facing your community?
- ABmunis is pursuing initiatives related to access to healthcare, policing, housing, FCSS funding, mental health, and addictions. What are the most pressing social issues in your municipality right now?
- Fires, floods, and droughts - municipalities are facing no shortage of risks and ABmunis is involved in various initiatives from water conservation planning to wildfire prevention. What risks are keeping you up at night?
- ABmunis and RMA are collaborating to develop candidate training resources for the next election, and to roll out our Elected Officials Education Program Munis 101 courses after the election. In addition, ABmunis just hosted a President's Summit on Civility. What is the state of local democracy in your community?

These are just a few examples to spark conversation. We welcome you to bring forward any topics that would enhance our understanding of your needs. together. Here are the meeting details:

Zone Meeting: April 2nd, 2025, 3:30-4:30pm

Meeting Link: [Click Here](#)

Following this email, a calendar invitation from Alberta Municipalities CEO, Dana Mackie, will be sent.

Your input is invaluable. We appreciate your thoughts on these topics and look forward to your attendance and feedback!

Thank you, see you soon!!

Scott Akkermans
Director Towns South - ABmunis
Councillor - Town of Coalhurst
Sakkermans@Coalhurst.ca





MEMO

Member Update – Partnership with GGEG / GGIG established by signing of MOU

Report to Members and Stakeholders for the period ending March 14, 2025

The Southern Alberta Energy from Waste Association (SAEWA) is a coalition of waste management jurisdictions with an interest in implementing technologies to recover energy from residual waste and reduce long-term reliance on landfill disposal.

The SAEWA Board ratified the Executive decision to sign a Memorandum of Understanding (MOU) with Global Green Energy Group (GGEG / GGIG) on February 28, 2025 to move forward exclusively with GGEG / GGIG in the development of one (1) or more energy-from-waste facilities within the SAEWA Membership Footprint.

Upon signing of the MOU, a formal introduction was made between GGEG and SAEWA Member Newell Regional Solid Waste Authority (NRSWMA). NRSWMA and GGEG / GGIG will be working together towards establishing a Waste Feedstock Agreement and a Land Lease Agreement in the coming weeks. These agreements will set the path forward for the development of the first of three (3) sub-regional energy-from-waste facilities within the SAEWA Membership Footprint. One of SAEWA's key tasks will be to chart NRSWMA's progress and lessons learned to then apply as a tool to help chart the path for all our members.

As established by the MOU agreement, SAEWA has agreed to act in the capacity of support facilitator to its members and GGEG within the two (2) year term of the agreement and will therefore be setting out a strategy that further defines the expectations, support mechanisms that will be provided to GGEG / GGIG and SAEWA's key priorities in support of its members moving forward. Although the list is not-inclusive some of the facilitative tasks being defined for SAEWA to complete in the upcoming months are:

- 1) Chart the progress and lessons learned from NRSWMA in their journey towards development of an energy-from-waste facility at the NRSWMA site so as to develop a tool that can be used to assist all members in their work towards development of a facility.
- 2) Help facilitate where required waste centroid groupings on behalf of all our members.
- 3) Provide support to all SAEWA Members to develop waste feedstock agreements. (Note: SAEWA's ability to provide budgetary and facilitative support costs will be determined upon success with the ACP Grant Application).
- 4) Provide facilitation to GGEG / GGIG with access to grant funding mechanisms and co-applications support as required.
- 5) Act as a facilitative liaison to GGEG / GGIG in the pre-engagement activity requirements to prepare for the AUC application process.

We look forward to the opportunity to facilitate the process inclusive to all our members as they determine optimal waste clustering options to achieve minimum tonnage required for development of additional energy-from-waste facilities. One of the most critical benefits to our members in this economy will certainly be the highly desirable low waste tipping fee rate that is guaranteed to all SAEWA Members by the MOU.

GGEG / GGIG having evaluated the SAEWA Member waste centroids and capacity available is working towards the objective of developing a minimum of three (3) energy-from-waste facilities within the SAEWA Member Footprint.

For all our members that had the opportunity to take part in the recent Recycling Council of Alberta "Explore Circulatory Day 2025" event held March 10th in Edmonton we hope you were able engage in the Popcorn Debate Panel discussing the topic of "Should there be a place for Waste to Energy in the Circulatory Economy". An on-pointe argument was presented in support of energy-from-waste having a pivotal role in the circular economy by both SAEWA and VARME.

Provided by the SAEWA Executive Committee

March 13, 2025

To: Canada's Mayors, Wardens, Chairs, and Local Government Leaders

As Mayor of Brampton, I am writing to you today about the *Stand for Canada* campaign, designed to encourage local governments across Canada to take a united stand in protecting local interests and fostering a stronger, more resilient Canadian economy in the face of U.S.-imposed tariffs.

In recent months, we have witnessed significant challenges to our nation's economy, particularly with the imposition and looming deadlines of new tariffs by the United States on Canadian goods. These actions have highlighted the need for a coordinated effort from all levels of government to ensure the protection and growth of Canadian businesses, workers, and communities – and our strong future together.

As part of this initiative, I am urging all levels of government to consider taking impactful steps:

- 1. Banning US-owned companies or their subsidiaries from bidding on new municipal contracts for goods and services. By doing so, we will send a clear message that Canadian communities and businesses must be prioritized, especially in the face of unfair trade practices.**
- 2. Reviewing existing contracts to pivot to Made in Canada solutions.**

The *Stand For Canada* campaign calls for a *Team Canada* approach to trade — one where local leaders work together to defend our country's economic interests and create opportunities for Canadian businesses to thrive. Through this collective action, we will ensure local government contracts are awarded to companies supporting Canadian jobs and our Canadian economy.

I invite you to join this critical movement by visiting our campaign website, Stand4Canada.ca where you can learn more about the initiative and sign the pledge to stand with Canada.

We are pleased to share your support for Team Canada on the website, if you email your name and the logo/crest of the city, township, region, county or district you represent to stand4canada@brampton.ca. By signing the pledge, you are taking a meaningful step toward building a more competitive and self-sustaining Canadian economy.

Together, we can remain strong, resilient and prosperous in the face of external challenges. I look forward to your support as we continue to stand for Canada.

Sincerely,



Patrick Brown, Mayor of Brampton

RSVP

**Please email a list of
attendees to Evelyn at
accounts@fcss.ca**

*Celebrating
55 years of
FCSS*

INVITATION

All Councils Event

Date: Wednesday, April 2, 2025

Time: 6:00 - 8:00 PM (Doors open at 5:30 PM)

Location: Coaldale Civic Square (1801 20th ave #200)

Coaldale
Civic Square

FCSS
Family & Community
Support Services
www.fcss.ca

ALL-COUNCILS
Wednesday, April 2, 2025
6:00 p.m.
Civic Square
(1801 20th Ave. #200, Coaldale)

- 6:00 p.m. 1. Welcome
- Greetings on behalf of the BEW FCSS Board
 - Dave Degenstein – BEW FCSS Board Chair and Councillor, Town of Milk River
 - Greetings on behalf of Town of Coaldale
 - Jack Van Rijn – Mayor, Town of Coaldale
 - Grace
 - Bill Chapman – BEW FCSS Vice Chair and Councillor, Town of Coaldale
- 6:10 p.m. 2. Dinner
- 7:00 p.m. 3. FCSS Overview
- Dr. Lars Hallstrom, Prentice Institute, University of Lethbridge
 - Community Needs Assessment Project Update (Project funded by Alberta Community Partnership program, Alberta Municipal Affairs)
 - 2024 Year In Review
 - Client Testimonials
- 7:40 p.m. 4. Questions from Municipal Council Members
- 7:45 p.m. 5. Closing Remarks
- Celebrating 55 Years of BEW FCSS
 - Honorable Grant Hunter, MLA for Taber-Warner
 - Dave Degenstein – BEW FCSS Board Chair and Councillor, Town of Milk River

Barons-Eureka-Warner Family and Community Support Services Board and Staff
express our appreciation for your ongoing support for FCSS programs that serve the
residents of your communities.

March 19, 2025

Vanden Dool Farms Ltd.
Box 610
Picture Butte AB T0K 1V0

Dear Michael and/or Peter:

**Re: Application LA25007 – Notice of Decision
Vanden Dool Farms Ltd.
NW 10-11-21 W4M**

Please be advised that Application LA25007 for the construction of pens at an existing dairy confined feeding operation has been approved.

Enclosed you will find a copy of the decision with respect to the application. In accordance with the *Agricultural Operation Practices Act* (AOPA), copies of the decision are being provided to all directly affected parties. Also enclosed is the detailed technical review of the application.

All directly affected parties, which includes you, Lethbridge County, and the Town of Picture Butte, have the right under AOPA to request that the Natural Resources Conservation Board (the Board) review this decision. A written request must contain:

- a) a clear and concise statement of the facts relevant to the application
- b) the grounds on which the request for review is made
- c) a brief explanation as to the nature of the prejudice or damage that has resulted or will result from the order, decision or direction
- d) a brief description of the remedy sought
- e) your name, address, telephone number and, if available, e-mail address
- f) if you have a representative, the representative's name, address, telephone number and, if available, e-mail address

Standard forms for requesting a Board review are available on the NRCB [website](http://www.nrcb.ca) or by contacting Laura Friend, Manager of Board Reviews at 403-297-8269 or by email at laura.friend@nrcb.ca.

The request for Board review (RFR) must be received no later than 4:30 pm on the filing deadline of April 2, 2025.

For more information regarding the Board's review process, you are encouraged to contact Laura Friend at 403-297-8269 or by email to laura.friend@nrcb.ca. A fact sheet on the Board's review process is also available on the NRCB [website](http://www.nrcb.ca).

Note: One possible outcome of a Board review is that your permit could be overturned. Any steps you take to construct or populate, before any Board proceeding is over, is entirely at your own risk.

Yours truly,



Lynn Stone
Approval Officer

Cc: Hilary Janzen, Lethbridge County (*sent by email*)
Cathy Moore and Keith Davis, Town of Picture Butte (*sent by email*)
Encl. Permit, Decision Summary, Technical Document



In consideration of Decision Summary LA25007, Authorization LA25007 is issued to:

Name: Vanden Dool Farms Ltd. (the “permit holder”)
Address: Box 610, Picture Butte AB T0K 1V0
Contact person: Michael and/or Peter Vanden Dool

Permitted construction (based on the submitted site plan):

- 2 pens (with shelters) – 40 m x 30 m each, for total dimensions of 80 m x 30 m

The permit holder shall comply with the requirements of the *Agricultural Operation Practices Act* (AOPA) and the regulations passed pursuant to that Act.

The permit holder shall adhere to the descriptions, the site plan, building plans, and other attached documents included with filed Application LA25007.

The permit holder shall contact the NRCB at least 10 working days in advance of the desired inspection date to schedule the inspection in conditions 1 and 3.

Construction conditions

Pen 13-North¹

1. The permit holder shall not allow livestock or manure in the pen, until the facility has been inspected by NRCB personnel and confirmed by them, in writing to have been constructed in accordance with the terms and conditions of this permit.
2. The permit holder shall complete construction of the manure collection and storage portions of the pen prior to December 31, 2026. Upon request, this deadline may be extended by the NRCB in writing

Pen 13-South²

3. The permit holder shall not allow livestock or manure in the pen, until the facility has been inspected by NRCB personnel and confirmed by them, in writing to have been constructed in accordance with the terms and conditions of this permit.
4. The permit holder shall complete construction of the manure collection and storage portions of the pen prior to December 31, 2026. Upon request, this deadline may be extended by the NRCB in writing

Operating conditions

5. The applicant must keep and maintain records of their current livestock numbers. These numbers must be available to NRCB personnel, upon request.

¹ Facility ‘13’ in Technical Document LA25007 is the combined pen area. This facility is the north pen.

² Facility ‘13’ in Technical Document LA25007 is the combined pen area. This facility is the south pen.



This authorization becomes effective immediately and needs to be read in conjunction with previously issued permit Approval LA17027 and Authorizations LA18029 and LA24038. The authorization conditions will remain in effect unless amended in writing by the NRCB.

March 19, 2025

Lynn Stone
Approval Officer

Decision Summary LA25007

This document summarizes my reasons for issuing Authorization LA25007 under the *Agricultural Operation Practices Act* (AOPA). Additional reasons are in Technical Document LA25007. All decision documents and the full application are available on the Natural Resources Conservation Board (NRCB) website at www.nrcb.ca under Confined Feeding Operations (CFO)/CFO Search. My decision is based on the Act and its regulations, the policies of the NRCB, the information contained in the application, and all other materials in the application file.

Under AOPA this type of application requires an authorization. For additional information on NRCB permits please refer to www.nrcb.ca.

1. Background

On January 21, 2025, Vanden Dool Farms Ltd. (Vanden Dool) submitted a Part 1 application to the NRCB to construct two additional pens at an existing dairy CFO.

The Part 2 application was submitted on January 21, 2025 and I deemed the application complete the same day.

The proposed construction involves constructing two livestock pens – 40 m x 30 m each, for a total proposed dimensions of 80 m x 30 m. These pens will be located in the area marked as number '13' in Technical Document LA25007. The applicant proposes including two livestock shelters, located within the footprint of the pens. There is no proposed increase in livestock numbers. The reason for the additional pens is to provide the milking cows with additional space by moving the dry cows outside of the milking barn.

a. Location

The existing CFO is located at NW 10-11-21 W4M in Lethbridge County, roughly 1.2 km northwest of the Town of Picture Butte. The terrain is flat. The closest common body of water is a canal 46 m to the southwest that drains into the Picture Butte Lake Reservoir. The reservoir is approximately 1.4 km southeast of the CFO.

b. Existing permits

The CFO is already permitted under Approval LA17027 and Authorizations LA18029 and LA24038.

2. Notices to affected parties

Under section 21 of AOPA, the NRCB notifies all parties that are “affected” by an authorization application. Section 5 of AOPA’s Part 2 Matters Regulation defines “affected parties” as:

- the municipality where the CFO is located or is to be located
- in the case where part of a CFO is located, or is to be located, within 100 m of a bank of a river, stream or canal, a municipality entitled to divert water from that body within 10 miles downstream

- any other municipality whose boundary is within a notification distance. In this case, the notification distance is 1.5 miles (2414 m) from the CFO

Lethbridge County and the LNID (canal owner) both received notice of this application.

A copy of the application was sent to Lethbridge County, which is the municipality where the CFO is located and the Town of Picture Butte, which is located within the notification radius.

3. Notice to other persons or organizations

Under NRCB policy, the NRCB may also notify persons and organizations the approval officer considers appropriate. This includes sending applications to referral agencies which have a potential regulatory interest under their respective legislation.

Referral letters and a copy of the complete application were emailed to Alberta Environment and Protected Areas (EPA), Alberta Agriculture and Irrigation (AGI), and the Lethbridge Northern Irrigation District (LNID).

I also sent a copy of the application to Atco Gas & Pipelines Ltd., and Fortis Alberta Ltd as they are utility right of way holders.

The NRCB received written responses from:

- Ms. Adriane Gomes Preissler, a water administration technologist for EPA. Ms. Preissler stated that because they are not proposing an increase in livestock numbers, there are no additional water requirements.
- A representative from AGI responded and indicated which livestock inspector will be responsible for this file.
- A representative from LNID responded and stated that they had no objections to the application.

4. Municipal Development Plan (MDP) consistency

I have determined that the proposed construction is consistent with the land use provisions of Lethbridge County's municipal development plan. (See Appendix A for a more detailed discussion of the county's planning requirements.) There is no IDP applicable to the CFO site.

5. AOPA requirements

With respect to the technical requirements set out in the regulations, the proposed construction:

- Meets the required AOPA setbacks from all nearby residences (AOPA setbacks are known as the "minimum distance separation" requirements, or MDS)
- Meets the required AOPA setbacks from water wells, springs, and common bodies of water
- Has sufficient means to control surface runoff of manure
- Meets AOPA groundwater protection requirements for the design of floors and protective layers of manure storage facilities and manure collection areas

With the terms and conditions summarized in part 8 and Appendix C, the application meets all relevant AOPA requirements.

6. Responses from municipality

Directly affected parties are entitled to a reasonable opportunity to provide evidence and written submissions relevant to the application and are entitled to request an NRCB Board review of the approval officer's decision.

Municipalities that are affected parties are identified by the Act as "directly affected." Lethbridge County is an affected party (and directly affected) because the proposed facilities are located within its boundaries.

Ms. Hilary Janzen, a supervisor of planning and development with Lethbridge County, provided a written response on behalf of Lethbridge County. Ms. Janzen stated that the application is consistent with Lethbridge County's land use provisions of the municipal development plan. The application's consistency with Lethbridge County's municipal development plan is addressed in Appendix A, attached.

Ms. Janzen also listed the setbacks required by Lethbridge County's land use bylaw (LUB) and noted that the application meets these setbacks.

The Town of Picture Butte is also a directly affected party because the town's boundary is within the notification radius of this application.

Ms. Cathy Moore, mayor of the Town of Picture Butte, responded on behalf of the town. Ms. Moore stated that the town is opposed to this application because of potential odours that may impact residents of Picture Butte. In a follow up email, Keith Davis the CAO of the Town of Picture Butte, stated that the proposed pens are approximately 1.2 km from the town boundary. Ms. Moore's response is discussed in Appendix B, attached.

7. Environmental risk of facilities

New MSF/MCA which clearly meet or exceed AOPA requirements may be assumed to pose a low risk to surface and groundwater. There may be circumstances where, because of the proximity of a shallow aquifer, porous subsurface materials, or surface water systems an approval officer may require groundwater monitoring for the facility. A determination was made and due to the presence of a naturally occurring protective layer, groundwater monitoring is not required.

When reviewing a new authorization application for an existing CFO, NRCB approval officers assess the CFO's existing buildings, structures, and other facilities. In doing so, the approval officer considers information related to the site and the facilities, as well as results from the NRCB's environmental risk screening tool (ERST). The assessment of environmental risk focuses on surface water and groundwater. The ERST provides for a numeric scoring of risks, which can fall within either a low, moderate, or high risk range. (A complete description of this tool is available under CFO/Groundwater and Surface Water Protection on the NRCB website at www.nrcb.ca.) However, if those risks have previously been assessed, the approval officer will not conduct a new assessment unless site changes are identified that require a new assessment, or the assessment was supported with a previous version of the risk screening tool and requires updating. See NRCB Operational Policy 2016-7: *Approvals*, part 9.17.

In this case, the risks posed by Vanden Dool Farms's existing CFO facilities were assessed in 2018 using the ERST. According to that assessment, the facilities posed a low potential risk to

surface water and groundwater.

The circumstances have not changed since that assessment was done. As a result, a new assessment of the risks posed by the CFO's existing facilities is not required.

8. Terms and conditions

Authorization LA25007 permits the construction of two livestock pens.

Authorization LA25007 contains terms that the NRCB generally includes in all AOPA authorizations, including terms stating that the applicant must follow AOPA requirements and must adhere to the project descriptions in their application and accompanying materials.

In addition to the terms described above, Authorization LA25007 includes conditions that generally address the construction deadline and construction inspection. For an explanation of the reasons for these conditions, see Appendix C.

9. Conclusion

Authorization LA25007 is issued for the reasons provided above, in the attached appendices, and in Technical Document LA25007.

Authorization LA25007 must be read in conjunction with Vanden Dool's Approval LA17027 and Authorizations LA18029 and LA24038, which remain in effect.

March 18, 2025



Lynn Stone
Approval Officer

Appendices:

- A. Consistency with the municipal development plan
- B. Response from the Town of Picture Butte
- C. Explanation of conditions in Authorization LA25007

APPENDIX A: Consistency with the municipal development plan

Under section 22 of AOPA, an approval officer may only approve an application for an authorization or amendment of an authorization if the approval officer holds the opinion that the application is consistent with the “land use provisions” of the applicable municipal development plan (MDP).

This does not mean consistency with the entire MDP. In general, “land use provisions” cover MDP policies that provide generic directions about the acceptability of various land uses in specific areas.

“Land use provisions” do not call for discretionary judgements relating to the acceptability of a given confined feeding operation (CFO) development. Similarly, section 22(2.1) of the Act precludes approval officers from considering MDP provisions “respecting tests or conditions related to the construction of or the site” of a CFO or manure storage facility, or regarding the land application of manure. (These types of MDP provisions are commonly referred to as MDP “tests or conditions.”) “Land use provisions” also do not impose procedural requirements on the NRCB. (See NRCB Operational Policy 2016-7: *Approvals*, part 9.2.7.)

Vanden Dool’s CFO is located in Lethbridge County and is therefore subject to that county’s MDP. Lethbridge County adopted the latest revision to this plan in March 2022, under Bylaw #22-001. The site is not located in an area with an intermunicipal development plan nor an area structure plan.

The relevant sections in the MDP can be found in section 3 – Intensive livestock/confined feeding operations.

Section 3.0 states that the county is supportive of CFOs that are in areas less prone to conflict and where the municipal infrastructure can support such development.

I do not consider this section as a land use provision because it is subjective in respect of what can be supported by municipal infrastructure. Such an assessment is not under the jurisdiction of the NRCB. Additionally, approval officers shall not consider any tests or conditions related to the site of a CFO (section 22 (2.1) AOPA).

Section 3.1 and 3.2: These sections state that new CFOs are not permitted in areas zoned as CFO exclusion areas (as illustrated on Map 2 (2A & 2B), in particular areas with higher density residential growth centers, or within areas designated as CFO exclusion areas in any of the intermunicipal development plans.

This CFO is not located within the CFO exclusion area of Lethbridge County, nor within an IDP plan area, nor is it a new CFO. Therefore, this section does not apply.

Section 3.3 continues to state that established CFOs located within an urban fringe district may be permitted to expand or make improvements to the operations in consideration of any IDP policy that allow for such.

Vanden Dool’s CFO is not within an urban fringe district.

Section 3.4 discusses the internal consistency of statutory planning documents.

This is not a land use provision, nor does it apply to the NRCB. Therefore, I cannot consider it.

Section 3.5 states that CFOs shall not be supported to establish or expand within environmentally sensitive areas as shown in the *Cotton Wood Report: County of Lethbridge: Environmentally Significant Areas in the Oldman River Region (1987)*.

The CFO is not located within any areas identified in that report, and therefore it meets this provision.

Section 3.6 speaks on required setbacks of manure storage areas to property lines and roadways.

The proposed pens meet this setback, and therefore meets this provision. This is confirmed by the County's response.

Section 3.7 discusses the land zoning, stating that CFOs are only allowed in areas zoned Rural Agriculture in which they are a discretionary use. The minimum parcel size for CFOs is 80 acres.

The stipulation of a minimum parcel size to establish a new CFO would appear to fall under section 22(2.1) of AOPA that states that approval officers shall not consider any tests or conditions related to the site of a CFO. Therefore, I am not able to consider this provision. However, the existing CFO is on a parcel that is 160 acres in size and zoned Rural Agriculture, so it meets this policy.

Section 3.8 states that the county supports existing CFOs located within the MDP area.

This is not a land use provision; therefore it is not part of my consistency discussion.

Section 3.9 expresses the county's expectation in respect to manure spreading within the CFO exclusion zones and that manure spreading occurs according to AOPA and its regulations.

This is not a land use provision; therefore it is not part of my consistency discussion.

Section 3.10 discusses the application of a reciprocal MDS.

This is not a land use provision; therefore it is not part of my consistency discussion.

Section 3.11 states that the county will continue to consult with the NRCB on CFO matters.

This is an administrative policy directed towards the County, and is not a land use provision. Therefore, it is not part of my consistency discussion.

For the reasons provided above, I conclude that the application is consistent with the land use provisions of Lethbridge County's MDP that I may consider.

APPENDIX B: Concerns raised by municipality

Concerns from directly affected municipalities

Under section 22(2), AOPA directs that I may only consider whether or not an authorization application meets the land use provisions of the applicable municipal development plan and the requirements of the regulations. As stated in Appendix A, Vanden Dool's application is consistent with the land use provisions of Lethbridge County's MDP. Vanden Dool's site is not within any intermunicipal development plan or area structure plan areas. Vanden Dool's application also meets the requirements of AOPA and its regulations.

In her response, Ms. Cathy Moore, mayor of the Town of Picture Butte, expressed concern regarding potential odours that may impact residents of Picture Butte. In a follow up email, Keith Davis the CAO of the Town of Picture Butte, stated that the proposed pens are approximately 1.2 km from the town boundary.

While considering nuisances in the context of an authorization application is beyond my authority under AOPA, I acknowledge that the Town of Picture Butte took trouble to provide a response and a follow-up to the application. I observe that AOPA's minimum distance separation (MDS) requirements are a proxy for keeping odours, flies, noises, dust and other nuisance impacts at acceptable levels from CFOs, based on land zoning. The existing CFO meets the MDS to all neighbouring residences. It is presumed that nuisance effects from a proposed CFO will be acceptable if the MDS has been met.

I also observe that Vanden Dool's proposed pens are located in the middle of their existing CFO. The pens are not proposed to be located closer to the Town of Picture Butte than any of existing CFO facilities. Furthermore, Vanden Dool's application is not proposing an increase in livestock numbers or manure production; therefore, I do not anticipate any increase in odour or nuisance.

APPENDIX C: Explanation of conditions in Authorization LA25007

a. Construction deadline

Vanden Dool proposes to complete construction of the proposed pens by December 2026. This timeframe is reasonable for the proposed scope of work. The deadline of December 31, 2026, is included as a condition in Authorization LA25007.

b. Post-construction inspection and review

The NRCB routinely inspects newly constructed facilities and expanded facilities to assess whether the facilities were constructed in accordance with the permit requirements. To be effective, these inspections must occur before livestock or manure are placed in the newly constructed facilities. Authorization LA25007 includes a condition stating that Vanden Dool shall not allow manure or livestock in the pens until NRCB personnel have inspected the pens and confirmed in writing that they meet the authorization requirements.

c. Livestock numbers

The applicant must keep and maintain records of their current livestock numbers. These numbers must be available to NRCB personnel, upon request.

Part 2 — Technical Requirements



NRCB Natural Resources
Conservation Board

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

NRCB USE ONLY	Application number	Legal land description
<input type="checkbox"/> Approval <input type="checkbox"/> Registration <input checked="" type="checkbox"/> Authorization <input type="checkbox"/> Amendment	<u>LA25007</u>	<u>NW 10-11-21 W4M</u>

APPLICATION DISCLOSURE

This information is collected under the authority of the *Agricultural Operation Practices Act* (AOPA), and is subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. This information is public unless the NRCB grants a written request that certain sections remain private.

Any construction prior to obtaining an NRCB permit is an offence and is subject to enforcement action, including prosecution.

I, the applicant, or applicant's agent, have read and understand the statements above, and I acknowledge that the information provided in this application is true to the best of my knowledge.

January 16, 2025

Date of signing

Vanden Dool Farms Ltd.

Corporate name (if applicable)

Signature

Peter Vanden Dool

Print name

GENERAL INFORMATION REQUIREMENTS

Proposed facilities: list all proposed confined feeding operation facilities and their dimensions. Indicate whether any of the proposed facilities are additions to existing facilities. (attach additional pages if needed)

Proposed facilities	Dimensions (m) (length, width, and depth)
2 corrals	40x30x1
2 shelters with an open south side in the corrals	23x11x3.75
AO Note: The applicant is proposing 2 pens, each 40 m x 30 m. The total proposed dimensions are 80 m x 30 m. The shelters are within the footprint of the pens and are not separate facilities	

Existing facilities: list ALL existing confined feeding operation facilities and their dimensions

Existing facilities	Dimensions (m) (length, width, and depth)	NRCB USE ONLY
LA24038		All existing facilities confirmed

NRCB USE ONLY

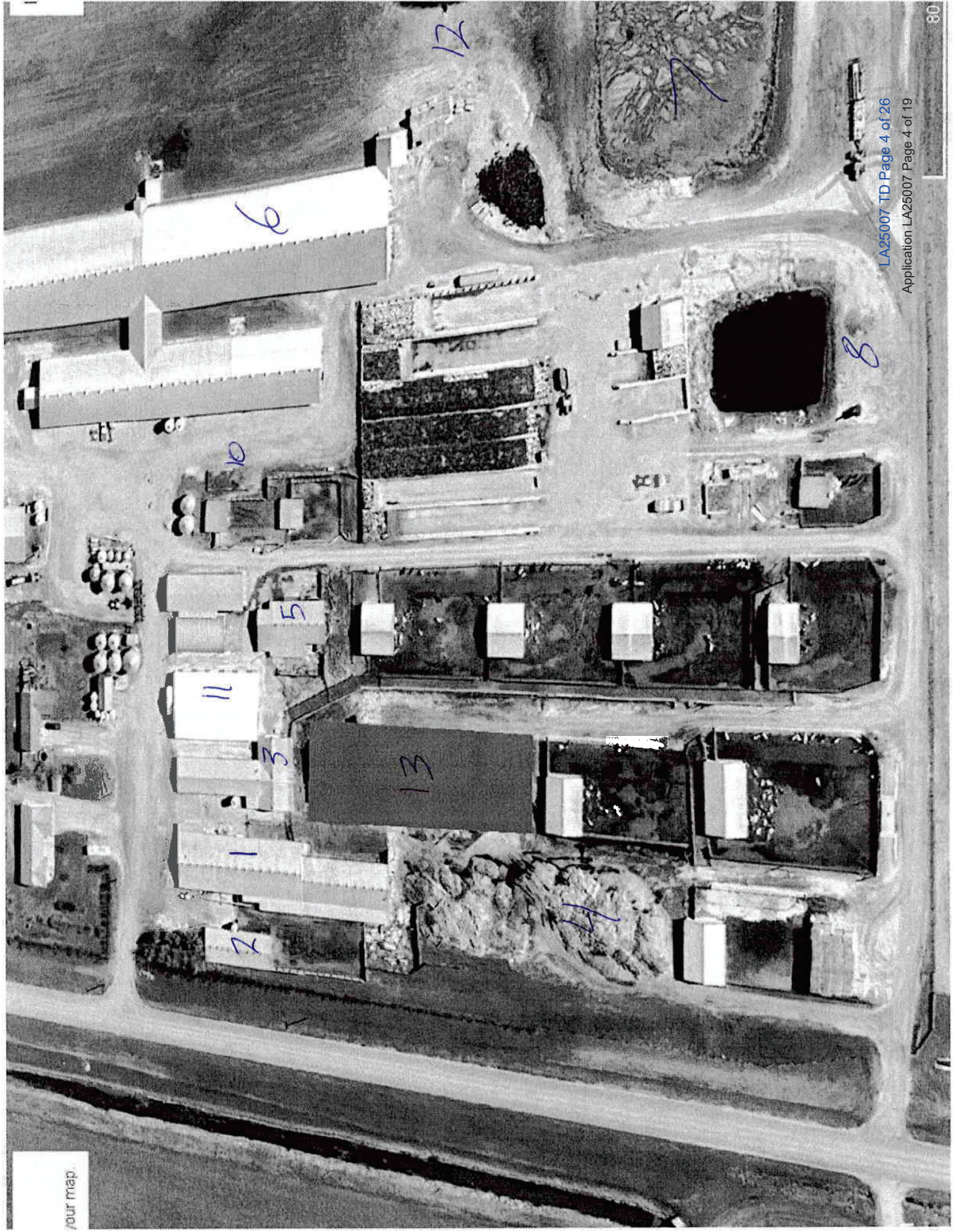
CFO site is permitted under Approval LA17027, and Authorizations LA18029, and LA24038

Existing Facilities

		dimensions in (m)
1	Old dairy barn	76 x 20.8
2	Calf barn 1	10 x 23
3	old maternity barn	21.8 x 10.8
4	old EMS	19.3 x 33 x 3.6
5	old dry cow barn	14.2 x 24
6	New dairy barn	31.9 x 182.8 + 21.6 x 114.6
7	new EMS	100 x 45 x 3.6 (actual size 115 x 66 x 6.5 deep)
8	old catch basin	40 x 40 x 3.6
9	feed pens	20 x 46 + 141.6 x 30 + 17 x 44.5 + 86 x 24 + 23 x 30.5
10	solid manure storage pad	6.1 x 7.3
11	New calf barn	31.7 x 19.5 + 7.3 x 3
12	New catch basin	75 x 50 x 6
13	Proposed corrals	80*30

Proposed pens





Part 2 — Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

If a new facility is replacing an old facility, please explain what will happen to the old facility and when. ☒ N/A

Construction completion date for proposed facilities December 2026

Additional information

Livestock numbers: Complete only if livestock numbers are different from what was identified in the Part 1 application. Note: if livestock numbers increase in your Part 2 application, a new Part 1 application must be submitted which may result in a loss of priority for minimum distance separation (MDS).

Livestock category and type (Available in the Schedule 2 of the Part 2 Matters Regulation)	Permitted number	Proposed increase or decrease in number (if applicable)	Total
no changes			

Last updated September 11, 2023

Part 2 – Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

DECLARATION AND ACKNOWLEDGMENT OF APPLICANT CONCERNING *WATER ACT* LICENCE

issued by Alberta Environment and Protected Areas (EPA) for a confined feeding operation (CFO)

Date and sign one of the following four options

OPTION 1: Applying through the NRCB for both the AOPA permit and the *Water Act* licence

I **DO** want my water licence application coupled to my AOPA permit application.

Signed this ____ day of _____, 20____.

Signature of Applicant or Agent

OPTION 2: Processing the AOPA permit and *Water Act* licence separately

1. I (we) acknowledge that the CFO will need a new water licence from EPA under the *Water Act* for the development or activity proposed in this AOPA application.
2. I (we) request that the NRCB process the AOPA application **independently** of EPA's processing of the CFO's application for a water licence.
3. In making this request, I (we) recognize that, if this AOPA application is granted by the NRCB, the NRCB's decision will not be considered by EPA as improving or enhancing the CFO's eligibility for a water licence under the *Water Act*.
4. I (we) acknowledge that any construction or actions to populate the CFO with livestock pursuant to an AOPA permit in the absence of a *Water Act* licence will **not** be relevant to EPA's consideration of whether to grant the *Water Act* licence application.
5. I (we) acknowledge that any such construction or livestock populating will be at the CFO's sole risk if the *Water Act* licence application is denied or if the operation of the CFO is otherwise deemed to be in violation of the *Water Act*. This risk includes being required to depopulate the CFO and/or to cease further construction, or to remove "works" or "undertakings" (as defined in the *Water Act*).
6. **AS RELEVANT:** I (we) acknowledge that the CFO is located in the South Saskatchewan River Basin and that, pursuant to the *Bow, Oldman and South Saskatchewan River Basin Water Allocation Order* [Alta. Reg. 171/2007], this basin is currently closed to new surface water allocations.
7. **Provide:** Water licence application number(s) _____

Signed this ____ day of _____, 20____.

Signature of Applicant or Agent

OPTION 3: Additional water licence not required

1. I (we) declare that the CFO will not need a new licence from EPA under the *Water Act* for the development or activity proposed in this AOPA application.
2. **Provide:** Water license number(s) or water conveyance agreement details _____
C121111060NW

Signed this 16 day of January, 2025.


Signature of Applicant or Agent

Part 2 — Technical Requirements

OPTION 4: Uncertain if *Water Act* licence is needed; acknowledgement of risk (for existing CFOs only)

1. At this time, I (we) do not know whether a new water licence is needed from EPA under the *Water Act* for the development or activity proposed in this AOPA application.
2. If a new *Water Act* licence is needed, I (we) request that the NRCB process the AOPA application **independently of** EPA's processing of the CFO's application for a water licence.
3. In making this request, I (we) recognize that, if this AOPA application is granted by the NRCB, the NRCB's decision will not be considered by EPA as improving or enhancing the CFO's eligibility for a water licence under the *Water Act*.
4. I (we) acknowledge that any construction or actions to populate the CFO with additional livestock pursuant to an AOPA permit in the absence of a *Water Act* licence will **not** be relevant to EPA's consideration of whether to grant my *Water Act* licence application, if a new water licence is needed.
5. I (we) acknowledge that any such construction or livestock increase will be at the CFO's sole risk if the *Water Act* licence application is denied or if the operation of the CFO is otherwise deemed to be in violation of the *Water Act*. This risk includes being required to depopulate the CFO and/or to cease further construction, or to remove "works" or "undertakings" (as defined in the *Water Act*).
6. **AS RELEVANT:** I (we) acknowledge that the CFO is located in the South Saskatchewan River Basin and that, pursuant to the *Bow, Oldman and South Saskatchewan River Basin Water Allocation Order* [Alta. Reg. 171/2007], this basin is currently closed to new surface water allocations.
7. **Provide:** Water license number(s) or water conveyance agreement details _____

Signed this ____ day of _____, 20____.

Signature of Applicant or Agent



Part 2 — Technical Requirements

Application under the Agricultural Operation Practices Act for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

GENERAL ENVIRONMENTAL INFORMATION

(complete this section for the worst case of the existing facility which is the closest to water bodies or water wells and for each of the proposed facilities)

Facility description / name (as indicated on site plan)

Existing: Catch Basin (old)

Proposed 1: corrals (proposed pens)

Proposed 2: _____

Proposed 3: _____

Facility and environmental risk information		Facilities				NRCB USE ONLY	
		Existing	Proposed 1	Proposed 2	Proposed 3	Meets requirements	Comments
Flood plain information	What is the elevation of the floor of the lowest manure storage or collection facility above the 1:25 year flood plain or the highest known flood level?	<div><input checked="" type="checkbox"/> >1 m</div> <div><input type="checkbox"/> ≤ 1 m</div>	<div><div><div></div></div>>1 m</div> <div><input type="checkbox"/> ≤ 1 m</div>	<div><input type="checkbox"/> >1 m</div> <div><input type="checkbox"/> ≤ 1 m</div>	<div><input type="checkbox"/> > 1 m</div> <div><input type="checkbox"/> ≤ 1 m</div>	<div><div><input checked="" type="checkbox"/> YES</div><div><input type="checkbox"/> NO</div></div> <div><input type="checkbox"/> YES with exemption</div>	Confirmed not in a flood plain
	Surface water information	How many springs are within 100 m of the manure storage facility or manure collection area?	None	None			<div><div><input checked="" type="checkbox"/> YES</div><div><input type="checkbox"/> NO</div></div> <div><input type="checkbox"/> YES with exemption</div>
How many water wells are within 100 m of the manure storage facility or manure collection area?		None	None			<div><div><input checked="" type="checkbox"/> YES</div><div><input type="checkbox"/> NO</div></div> <div><input type="checkbox"/> YES with exemption</div>	No water wells observed
What is the shortest distance from the manure collection or storage facility to a surface water body? (e.g., lake, creek, slough, seasonal)		30m to Canal				<div><div><input checked="" type="checkbox"/> YES</div><div><input type="checkbox"/> NO</div></div> <div><input type="checkbox"/> YES with exemption</div>	Proposed pens are 96 m to west canal, and 119 m to south canal
Groundwater information	What is the depth to the water table?	<10m				<div><div><input checked="" type="checkbox"/> YES</div><div><input type="checkbox"/> NO</div></div> <div><input type="checkbox"/> YES with exemption</div>	Not observed in soils assessments > 10 m below grade
	What is the depth to the groundwater resource/aquifer you draw water from?	None				<div><div><input checked="" type="checkbox"/> YES</div><div><input type="checkbox"/> NO</div></div> <div><input type="checkbox"/> YES with exemption</div>	No UGR identified as no water wells in area

Additional information (attach supporting information, e.g. borehole logs, records, etc. you consider relevant to your application)

Part 2 – Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)



DISTANCE OF ANY MANURE STORAGE FACILITY (EXISTING OR PROPOSED) TO NEIGHBOURING RESIDENCES

Neighbour name(s)	Legal land description	Distance (m)	NRCB USE ONLY			
			Zoning (LUB) category	MDS category (1-4)	Distance (m)	Waiver attached (if required)
Lyle Adams	SE-9-11-21-W4	560	Agriculture 1	1	565 m	
Brendan Grishnich	NE-10-11-21-W4	1144	Agriculture 1	1	1168 m	
unknown	NW-3-11-21-W4	908	Urban Fringe*	1	911 m	

LAND BASE FOR MANURE AND COMPOST APPLICATION (complete only if an increase in livestock or manure production will occur)

Name of land owner(s)*	Legal land description	Usable area** (ha)	Soil zone ***	NRCB USE ONLY	
				Usable area (ha)	Agreement attached (if required)
N/A for authorizations					
Total					

* If you are **not** the registered landowner, you must attach copies of land use agreements signed by all landowners.

** Available manure spreading area (excluding setback areas from residences, common bodies of water, water wells, etc. as identified in Agdex 096-5 Manure Spreading Regulations)

*** Brown, dark brown, black, grey wooded, or irrigated

Additional information (attach any additional information as required)

*In Lethbridge County's Land Use Bylaw, Urban Fringe is an agricultural use designation, with limitations to balance the fringe area of urban municipalities. Agricultural buildings, and extensive agriculture/grazing are permitted uses, with grouped country residential, industrial, and commercial (non-designated) are prohibited. Therefore, I assessed it as category 1.

Part 2 – Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

NRCB USE ONLY

MINIMUM DISTANCE SEPARATION

Methods used to determine distance (if applicable): Aerial photography

Margin of error (if applicable): +/- 3 m

Requirements (m): Category 1: 494 m Category 2: 659 m Category 3: 824 m Category 4: 1319 m

Technology factor: ☐ YES ☒ NO

Expansion factor: ☐ YES ☒ NO

MDS related concerns from directly affected parties or referral agencies: ☐ YES ☒ NO

LAND BASE FOR MANURE AND COMPOST APPLICATION

Land base required: N/A for authorizations

Land base listed: _____

Area not suitable: _____

Available area: _____

Requirement met: ☐ YES ☐ NO

Land spreading agreements required: ☐ YES ☐ NO

Manure management plan: ☐ YES ☐ NO

If yes, plan is attached: ☐

PLANS

Submitted and attached construction plans: ☒ YES ☐ NO

Submitted aerial photos: ☒ YES ☐ NO

Submitted photos: ☐ YES ☒ NO

GRANDFATHERING

Already completed: ☒ YES ☐ NO ☐ N/A

If already completed, see Authorization LA08010

Part 2 — Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

NRCB USE ONLY

ALL SIGNATURES IN FILE

☒ YES ☐ NO

DATES OF APPROVAL OFFICER SITE VISITS

February 26, 2025	

CORRESPONDENCE WITH MUNICIPALITIES AND REFERRAL AGENCIES

Date deeming letters sent: January 21, 2025

Municipality: Lethbridge County

☒ letter sent ☒ response received ☒ written/email ☐ verbal ☐ no comments received

Alberta Health Services: ☒ N/A

☐ letter sent ☐ response received ☐ written/email ☐ verbal ☐ no comments received

Alberta Environment and Parks: ☐ N/A

☒ letter sent ☒ response received ☒ written/email ☐ verbal ☐ no comments received

Alberta Transportation: ☒ N/A

☐ letter sent ☐ response received ☐ written/email ☐ verbal ☐ no comments received

Alberta Regulatory Services: ☐ N/A

☒ letter sent ☒ response received ☒ written/email ☐ verbal ☐ no comments received

Other: LNID, Town of Picture Butte ☐ N/A

☒ letter sent ☒ response received ☒ written/email ☐ verbal ☐ no comments received

Other: Atco Gas, Fortis Alberta ☐ N/A

☒ letter sent ☐ response received ☐ written/email ☐ verbal ☒ no comments received

Part 2 – Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

NRCB USE ONLY

ENVIRONMENTAL RISK SCREENING INFORMATION

ERST for proposed facilities

Facility	Groundwater score	Surface water score	File number
New pens	Low	Low	LA25007

ERST for existing facilities

Facility	Groundwater score	Surface water score	File number
Solid manure pad	low	low	LA18029
calf barn	low	low	LA18029
catch basin	low	low	LA24038
EMS	low	low	LA18029
All other facilities presumed to be low risk to both ground and surface water			

ERST related comments:

Part 2 – Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area, and/or manure storage facility(ies)

NRCB USE ONLY

WATER WELL AND SURFACE WATER INFORMATION

Well IDs: No water wells in area

Surface water related concerns from directly affected parties or referral agencies: ☐ YES ☒ NO

Groundwater related concerns from directly affected parties or referral agencies: ☐ YES ☒ NO

Water wells ☒ N/A

If applicable, exemption for 100 m distance requirements applied: ☐ YES ☐ NO Condition required: ☐ YES ☐ NO

Surface water ☒ N/A

If applicable, exemption for 30 m distance requirements applied: ☐ YES ☐ NO Condition required: ☐ YES ☐ NO

Water Well Exemption Screening Tool ☒ N/A

Water Well ID	Preliminary Screening Score	Secondary Screening Score	Facility

Groundwater or surface water related comments:

Part 2 – Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area and/or manure storage facility(ies)

SOLID MANURE, COMPOST, & COMPOSTING MATERIALS: Barns, feedlots, & storage facilities - Naturally occurring protective layer

(complete a copy of this section for **EACH** barn, feedlot, and storage facility for solid manure, composting materials, or compost with a naturally occurring protective layer for the liner)

Facility description / name (as indicated on site plan)

- 2 corrals
- ~~LA24038~~

Manure storage capacity

	Length (m)	Width (m)	Depth below ground level (m)	NRCB USE ONLY Estimated storage capacity (m ³)
1.	80	30	0	9 months storage
2.				
TOTAL CAPACITY				

☐ I plan to use a short-term solid manure storage (STMS) as part of my manure storage and handling plan for this CFO. (The AOPA requirements for STMS are set out in the NRCB [Short-Term Solid Manure Storage Requirements Fact Sheet](#).)

Surface water control systems

Describe the run-on and runoff control system

There is minimal run-on water. The run-off water will go to the catch basin in LA24038

AO Note, the applicant is proposing to construct shelters in these pens; therefore they will be partially covered

Naturally occurring protective layer details

Thickness of naturally occurring protective layer	10.7 (m)	Provide details (as required) AO Note: Clay till, screened from 6.9 m to 10.1 m below grade. Engineer concluded the 3.1 m thick clay layer represented equivalent of 67 m thick layer with HC of 1×10^{-6} cm/s.	
Soil texture	% sand	% silt	% clay
Hydraulic conductivity - naturally occurring protective layer	Depth and type of soil tested 10.7 clay	Hydraulic conductivity (cm/s) 4.6×10^{-8} cm/s	Describe test standard used falling head test

Additional information (attach copies of soil test reports)

NRCB USE ONLY

Requirements met: ☒ YES ☐ NO
Condition required: ☒ YES ☐ NO
Report attached: ☒ YES ☐ NO

Part 2 — Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area and/or manure storage facility(ies)

SOLID MANURE, COMPOST, & COMPOSTING MATERIALS: Barns, feedlots, & storage facilities - Naturally occurring protective layer (cont.)

NRCB USE ONLY

Nine month manure storage volume requirements met: ☒ YES ☐ YES With STMS ☐ NO

Depth to water table: > 10 m Requirements met: ☒ YES ☐ NO

Depth to uppermost groundwater resource: No UGR identified Requirements met: ☒ YES ☐ NO

ERST completed: ☒ see ERST page for details

Surface water control systems

Requirements met: ☒ YES ☐ NO Details/comments:

Naturally occurring protective layer details

Layer specification comments (e.g. sand lenses; layering uniform or irregular; number and location of boreholes):
BH17-02, 3.1 m thick clay till from 6.9 m to 10.1 m below grade.

I used Technical Guideline Agdex 096-63 "Subsoil Investigations for Naturally Occurring Protective Layers" when assessing the soils investigation report for this application. Based on the proximity from the test holes to the proposed pens, I can extrapolate that the naturally occurring protective layer extends under the pens.

Catch Basin Storage Volume Calculator

Construction Dimensions of Catch Basin

* Only cells in blue can be changed.

Overall Dimensions of Catch Basin

Total Length* ₄	-	m
Total Width* ₄	-	m
Total Depth* ₄	-	m
Design Capacity Depth	-	0.50 m
End Slope* ₄	3	run:rise
Side Slope* ₄	3	run:rise
Length of Bottom	-	m
Width of Bottom	-	m

Capacity @ top of Bank - m³

Design Capacity of Catch Basin (freeboard level)

Length (design capacity depth)	-	3.0 m
Width (design capacity depth)	-	3.0 m
Total Depth	-	m
Design Capacity Depth	-	0.50 m
End Slope	3	run:rise
Side Slope	3	run:rise

Design Capacity (freeboard level) - 2 m³

level) g m²

Catch Basin Dimensions

0 ft
0 ft
0 ft
-2 ft
3 run:rise
3 run:rise
0 ft
0 ft

Capacity (@top)

0 ft³
0 Imp. Gal.

Design Capacity (freeboard level)

-10 ft
-10 ft
0 ft
-2 ft
3 run:rise
3 run:rise

- 53 ft³
- 330 Imp. Gal.
97 ft²

CFO Name ₁ Vanden Dool new pens
Land Location ₁ 1-1-4-W5

Paved Runoff Catchment Area(s)

Area ₂	Length (m)	Width (m)	Area (m ²)
1			0.0
2			0.0
3			0.0
4			0.0
5			0.0
Total Area (m ²)			0

Unpaved Runoff Catchment Area(s)

Area ₂	Length (m)	Width (m)	Area (m ²)
6	40	30	1,200.0
7			0.0
8			0.0
9			0.0
10			0.0
Total Area (m ²)			1,200

Rainfall (Select Town ₃)

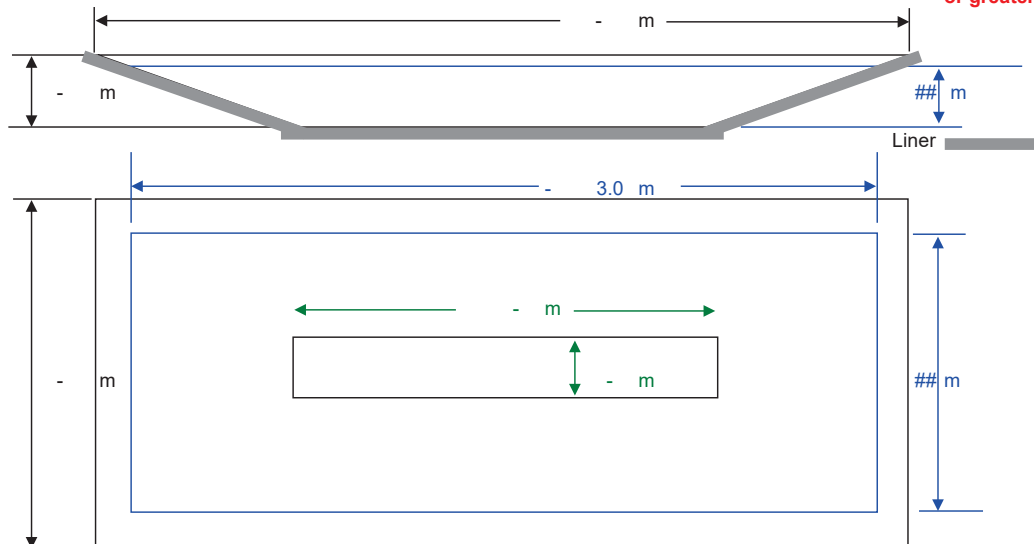
Picture Butte 85
AOPA Design Rainfall 85 mm

Minimum Catchbasin Storage Volume Required

61 m³ ** 2161.2576 ft³
13462.113 Imp. Gal.

** Design capacity of catch basin should be equal to or greater than, minimum storage volume required.

Additional CB requirements for addition of new pens



Lines in Black - Overall catch basin dimensions
Lines in Blue - Design capacity depth dimensions (excludes freeboard)

NTS - Not To Scale

Part 2 — Technical Requirements

Application under the *Agricultural Operation Practices Act* for a confined feeding operation, manure collection area and/or manure storage facility(ies)

NRCB USE ONLY	
RUNOFF CONTROL CATCH BASIN CAPACITY SUMMARY (if applicable)	
Facility 1	
Name / description Catch basin east	Capacity 9809 cubic metres
Facility 2	
Name / description catch basin south	Capacity 2468 metres cubed
Facility 3	
Name / description	Capacity
Facility 4	
Name / description	Capacity
TOTAL CAPACITY	12,277 metres cubed
RUNOFF VOLUME FROM CONTRIBUTING AREAS	1200 cubic metres from LA24038 + 61 cubic metres from LA25007 = 1261 cubic metres required
MEETS AOPA RUNOFF CONTROL VOLUME REQUIREMENTS	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

July 24, 2017

Amec Foster Wheeler File: BX30484

Vanden Dool Farms Ltd.
P.O. Box 610
Picture Butte, AB T0K 1V0



Attention: Mr. Peter Vanden Dool

**Re: Geotechnical Review and Evaluation
Proposed Catch Basin
NW-10-11-21-W4, near Picture Butte, Alberta**

As requested, Amec Foster Wheeler Environment & Infrastructure has carried out a geotechnical review and evaluation of the above captioned site relative to the required protection of the groundwater resource, as required by the Agricultural Operation Practices Act, AB Reg. 267/2001 (hereinafter referred to as "AOPA"). This letter encompasses the soil conditions associated with the proposed catch basin, to be located north of an existing lagoon, as illustrated on Figure 1.

In order to demonstrate the suitability of the natural clay soils for consideration as a naturally occurring protective layer, a series of three boreholes were advanced at the site on June 14, 2017. The boreholes were advanced at the approximate locations illustrated on Figure 1.

The boreholes were advanced by a truck-mounted drill rig, and extended to depths of 7.6 m below existing grades. Chilako Drilling Services returned to the site on July 14, 2017 in order to redrill and install a new test well in borehole BH17-02. At this time, borehole BH17-02 was extended to 10.7 m depth. These boreholes were logged by an Amec Foster Wheeler EIT (see attachments).

In general, the soils encountered in the boreholes were predominantly clay till, with lacustrine medium plastic clay observed to about 3 m depth. No groundwater resource (as defined by the AOPA) was identified within the 10.7 m drilling depth.

In order to demonstrate the permeability of the subsurface soils, a 50 mm diameter PVC monitoring well was constructed in borehole BH17-02. The test well was screened from 6.9 m to 10.1 m depth. Well saturation of the 50 mm diameter monitoring well was carried out by filling the monitoring well to the top of the well for several consecutive days. After several days, the 24 hour water drop in the standpipe at BH17-02 was measured to be about 1.47 m.

In order to calculate the permeability of the screened portion of the clay stratum at the test well location, a modified falling head test (as outlined in the USBR *Engineering Geology Field Manual Volume 2* [2001]) was used. The input variables and output data are outlined on the *In Situ Permeability Test* report, attached. As outlined on the report, the results of the *in situ* permeability testing indicate a hydraulic conductivity, k_s , of 4.6×10^{-6} cm/s.

Using the measured permeability of the clay stratum, the 3.1 m portion of clay which has been screened at borehole BH17-02 has been estimated to represent an equivalent of about 67 m of naturally occurring materials having a hydraulic conductivity of 1×10^{-6} cm/s. This represents

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Page 34 of 42

natural material protection in excess of the minimum requirements outlined by the AOPA for catch basins (minimum 5 m, Section 9.5-b).

Conclusion

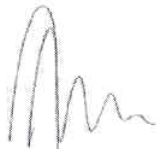
Based on the results of the current investigation and permeability testing, and our understanding of the site and proposed development at the site, it is Amec Foster Wheeler's opinion that the naturally occurring materials at the site satisfy the requirements for a naturally occurring 'protective layer' for the proposed catch basin, as outlined in the AOPA.

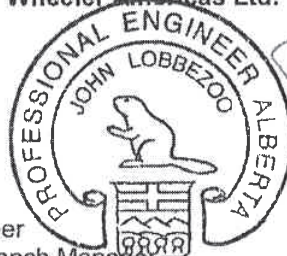
While a naturally occurring protective layer was ascertained for the site, it is noted that localized silty sand lenses were encountered at about 1.3 m depth in one of the boreholes. Following excavation of the lagoon, the base and sideslopes should be reviewed, and any sandy layers observed should be subexcavated to a minimum depth of 1.0 m and replaced with well compacted low permeable clay soils. The extent of excavation will require field determination at the time of construction. Amec Foster Wheeler can assist further in this regard.

We trust this satisfies your present requirements. If you have questions or require further information or clarification, please don't hesitate to contact the undersigned.

Respectfully submitted,

Amec Foster Wheeler Environment & Infrastructure
A division of Amec Foster Wheeler Americas Ltd.

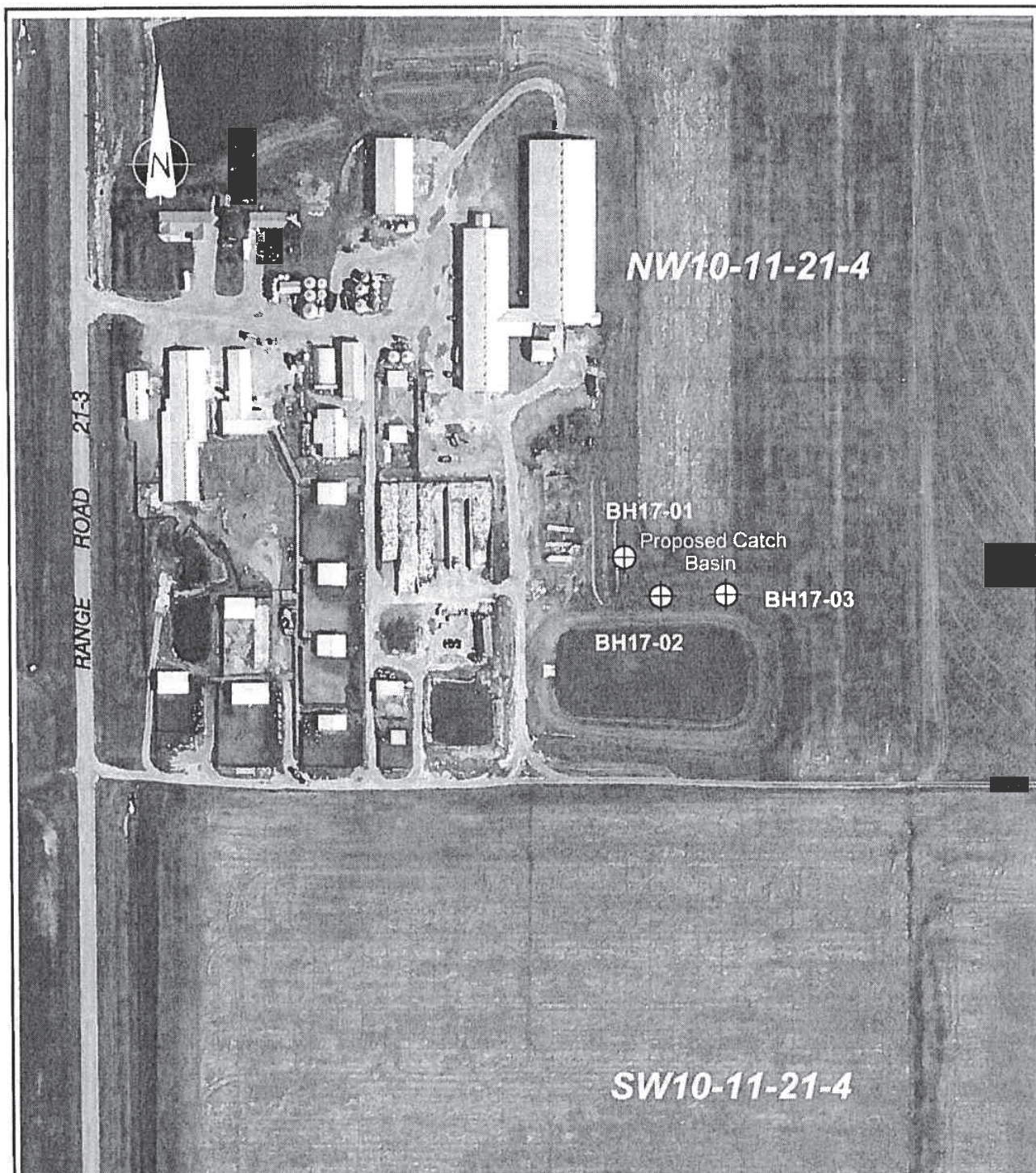

John Lobbezoo, P.Eng.
Senior Geotechnical Engineer
Lethbridge/Medicine Hat Branch Manager



APEGA Permit: P04546

Attachments:

Figure 1 – Borehole Location Plan
In Situ Permeability Test Calculations
Borehole Logs
Explanation of Symbols and Terms used on Logs



Amec Foster Wheeler Environment & Infrastructure 469 - 40th Street South Lethbridge, Alberta CANADA T1J 4M1 Tel. (403) 327-7474 Fax (403) 327-7682		amec foster wheeler		Vanden Dool Farms Ltd.	
TITLE BOREHOLE LOCATION PLAN		DWN BY: BJ	DATUM: NA	DATE: JUNE 2017	
PROJECT Vanden Dool NRCB Permeability Testing NW10-11-21-W4M near Picture Butte, Alberta		CHK'D BY: BM	PROJECT NO: BX30484	FIGURE 1	
		SCALE: NTS			

Page 36 of 42

BH17-02

In Situ Permeability Test



Modified Falling Head Permeability Equation

$$K_s = \frac{r^2}{2\ell\Delta t} \left[\frac{\sinh^{-1} \frac{\ell}{r}}{2} \ln \left[\frac{2H_1 - \ell}{2H_2 - \ell} \right] - \ln \left[\frac{2H_1H_2 - \ell H_2}{2H_1H_2 - \ell H_1} \right] \right]$$

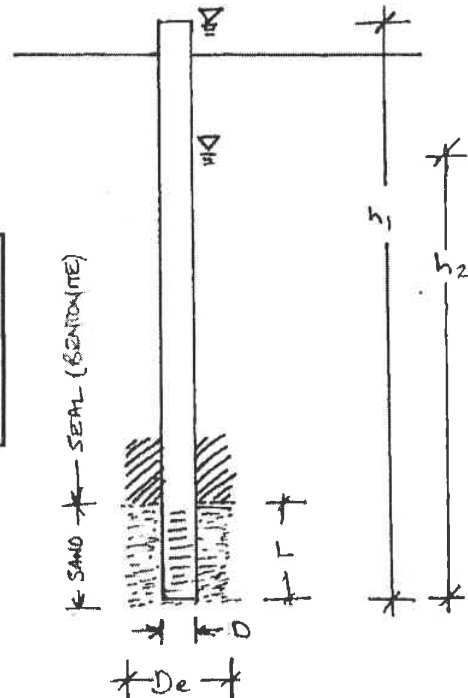
taken from USBR Engineering Geology Field Manual Volume 2 (2001)

BH 17-02 - Vanden Dool Farms Ltd.

Amec Foster Wheeler File: BX30484

INPUT VARIABLES	Terms	Value	Definition
	D	0.0520	diameter of standpipe (m)
	De	0.1500	diameter of borehole (m)
	L	3.10	length of sand section (m)
	h1	10.60	initial height of water above base of hole (m)
	h2	9.13	final height of water above base of hole (m)
	t	24.0	time of test (h)

Ks = 4.6E-08 cm/sec



PROJECT: Vanden Dool NRCB Permeability Testing		DRILLER: Biantoo Environmental Services Inc.		BOREHOLE NO: BH17-01	
CLIENT: Vanden Dool Farms Ltd.		DRILL/METHOD: Truck Mounted Drill/SSA		PROJECT NO: BX30484	
LOCATION: Near west edge of proposed catch basin; Refer to Figure 1				ELEVATION: --	
SAMPLE TYPE <input checked="" type="checkbox"/> Shelby Tube		<input checked="" type="checkbox"/> No Recovery		<input checked="" type="checkbox"/> SPT Test (N)	
<input type="checkbox"/> Grab Sample		<input type="checkbox"/> Split-Pen		<input type="checkbox"/> Core	
BACKFILL TYPE <input checked="" type="checkbox"/> Bentonite		<input type="checkbox"/> Pea Gravel		<input type="checkbox"/> Slough	
<input type="checkbox"/> Grout		<input checked="" type="checkbox"/> Drill Cuttings		<input type="checkbox"/> Sand	

Depth (m)	STANDARD PEN (N) 20 40 60 80 PLASTIC M.C. LIQUID 20 40 60 80	SOIL SYMBOL	SOIL DESCRIPTION	SPT (N)	SAMPLE TYPE	SAMPLE NO	SLOTTED PIEZOMETER	OTHER TESTS COMMENTS	Depth (m)	
0			TOPSOIL (300 mm thick)						0	
1			CLAY -medium plastic, silty, sandy, mottled brown, moist			S1		PP=1.5 kg/cm2	1	
2			CLAY TILL -medium plastic, silty, sandy, trace gravel mottled brown, moist			S2		PP=1.5 kg/cm2	2	
3			...softer at 2.9m depth ...coal and oxide inclusions below 3.0m depth			S3		PP=2.0 kg/cm2	3	
4						S4		PP=1.0 kg/cm2	4	
5			...intermittent sand stringers from 5.1m to 5.5m depth, loose			S5		PP=2.0 kg/cm2	5	
6			...softer from 6.1m to 7.4m depth			S6		PP=2.0 kg/cm2	6	
7						S7		PP=1.0 kg/cm2	7	
8			End of Borehole at 7.6 m depth			S8		PP=1.5 kg/cm2	8	
9			Notes: 1. Borehole log to be read in conjunction with Amec Foster Wheeler report BX30484. For definitions of terms and symbols used on logs refer to sheets following logs. 2. Borehole open upon completion, surface water entry during drilling. 3. 25mm PVC standpipe installed upon completion of drilling, hand-slotted from 1.5m to 7.6m depth. Annular space backfilled with drill cuttings, bentonite cap at surface.			S9			9	
10							S10			10
11										11
12										12
13										13
14										14
15										15

Amec Foster Wheeler Environment & Infrastructure	LOGGED BY: BM	COMPLETION DEPTH: 7.60 m
	REVIEWED BY: JL	COMPLETION DATE: 14/6/17

Page 1 of 1

Page 38 of 42

PROJECT: Vanden Dool NRCB Permeability Testing		DRILLER: Blantco Environmental Services Inc./Chilako		BOREHOLE NO: BH17-02	
CLIENT: Vanden Dool Farms Ltd.		DRILL/METHOD: Truck Mounted Drill/SSA		PROJECT NO: BX30484	
LOCATION: Near center of proposed catch basin; Refer to Figure 1				ELEVATION: --	
SAMPLE TYPE		<input checked="" type="checkbox"/> Shelby Tube	<input type="checkbox"/> No Recovery	<input checked="" type="checkbox"/> SPT Test (N)	<input type="checkbox"/> Grab Sample
BACKFILL TYPE		<input type="checkbox"/> Bentonite	<input type="checkbox"/> Pea Gravel	<input type="checkbox"/> Slough	<input type="checkbox"/> Grout
		<input type="checkbox"/> Split-Pen	<input type="checkbox"/> Core	<input type="checkbox"/> Drill Cuttings	<input type="checkbox"/> Sand

Depth (m)	STANDARD PEN (N)	SOIL SYMBOL	SOIL DESCRIPTION	SPT (N)	SAMPLE NO	WELL INSTALLATION	OTHER TESTS COMMENTS	Depth (m)
0			TOPSOIL (300 mm thick)					0
0.5			CLAY -medium plastic, silty, sandy, dark brown, moist		S1			0.5
1.0			...brown below 0.7m depth		S2			1.0
1.5			...sand/silt lens (200mm thick) at 1.3m depth		S3		PP=0.5 kg/cm2	1.5
2.0			...softer below 1.5m depth		S4		PP=0.5 kg/cm2	2.0
2.5					S5		PP=0.5 kg/cm2	2.5
3.0			CLAY TILL -medium plastic, silty, sandy, trace gravel, coal and oxide inclusions, brown, moist		S6		PP=0.5 kg/cm2	3.0
3.5					S7			3.5
4.0					S8			4.0
4.5					S9		PP=1.5 kg/cm2	4.5
5.0					S10		PP=1.5 kg/cm2	5.0
5.5			...sand stringer at 6.7m depth					5.5
6.0								6.0
6.5								6.5
7.0								7.0
7.5								7.5
8.0								8.0
8.5								8.5
9.0			...becoming grey (basal till) below 9.2m depth					9.0
9.5								9.5
10.0								10.0
10.5								10.5
11.0			End of Borehole at 10.7 m depth					11.0
11.5			Notes:					11.5
12.0			1. Borehole log to be read in conjunction with Amec Foster Wheeler report BX30484. For definitions of terms and symbols used on logs refer to sheets following logs.					12.0
12.5			2. Near surface seepage & sloughing (1.3m)					12.5
13.0			3. 50mm monitoring well installed by Chilako Drilling on July 14, 2017; Machine screen from 7.0m to 10.0m depth; Sand bedding from 6.95m to 10.05m depth. Bentonite plug from 2m to 6.95m.					13.0
13.5								13.5
14.0								14.0
14.5								14.5
15.0								15.0

Amec Foster Wheeler Environment & Infrastructure	LOGGED BY: BM	COMPLETION DEPTH: 7.60 m
	REVIEWED BY: JL	COMPLETION DATE: 14/6/17
	Page 1 of 1	

Page 39 of 42

PROJECT: Vanden Dool NRCB Permeability Testing		DRILLER: Biantco Environmental Services Inc.		BOREHOLE NO: BH17-03	
CLIENT: Vanden Dool Farms Ltd.		DRILL/METHOD: Truck Mounted Drill/SSA		PROJECT NO: BX30484	
LOCATION: Near east edge of proposed catch basin; Refer to Figure 1				ELEVATION: --	
SAMPLE TYPE	<input checked="" type="checkbox"/> Shelby Tube	<input checked="" type="checkbox"/> No Recovery	<input checked="" type="checkbox"/> SPT Test (N)	<input checked="" type="checkbox"/> Grab Sample	<input checked="" type="checkbox"/> Split-Pen
BACKFILL TYPE	<input checked="" type="checkbox"/> Bentonite	<input checked="" type="checkbox"/> Pea Gravel	<input checked="" type="checkbox"/> Slough	<input checked="" type="checkbox"/> Grout	<input checked="" type="checkbox"/> Drill Cuttings
		<input checked="" type="checkbox"/> Core			

Depth (m)	STANDARD PEN (N)	SOIL SYMBOL	SOIL DESCRIPTION	SPT (N)	SAMPLE NO	OTHER TESTS COMMENTS	Depth (m)
0			TOPSOIL (300 mm thick)				0
0.5			CLAY -medium plastic, trace organics to 0.7m depth, silty, sandy, dark brown, moist		S1	PP=0.5 - 2.0 kg/cm ²	0.5
1.0			...brown below 0.7m depth		S2	PP=0.5 - 2.0 kg/cm ²	1.0
1.5					S3	PP=2.0 kg/cm ²	1.5
2.0					S4	PP=2.0 kg/cm ²	2.0
2.5					S5	PP=0.5 kg/cm ²	2.5
3.0			CLAY TILL -medium plastic, silty, sandy, trace gravel, coal and oxide inclusions, brown, moist		S6	PP=1.0 kg/cm ²	3.0
3.5					S7	PP=1.5 kg/cm ²	3.5
4.0					S8	PP=1.0 kg/cm ²	4.0
4.5					S9	PP=1.5 kg/cm ²	4.5
5.0					S10	PP=1.5 kg/cm ²	5.0
5.5							5.5
6.0							6.0
6.5							6.5
7.0							7.0
7.5			End of Borehole at 7.6 m depth				7.5
8.0							8.0
8.5							8.5
9.0							9.0
9.5							9.5
10.0							10.0
10.5							10.5
11.0							11.0
11.5							11.5
12.0							12.0
12.5							12.5
13.0							13.0
13.5							13.5
14.0							14.0
14.5							14.5
15.0							15.0

Amec Foster Wheeler Environment & Infrastructure		LOGGED BY: BM	COMPLETION DEPTH: 7.60 m
		REVIEWED BY: JL	COMPLETION DATE: 14/6/17
		Page 1 of 1	

BX30484.GPJ 17/07/25 08:38 AM (BOREHOLE LOG)

Page 40 of 42

MODIFIED UNIFIED CLASSIFICATION SYSTEM FOR SOILS									
MAJOR DIVISION			GROUP SYMBOL	GRAPH SYMBOL	COLOUR CODE	TYPICAL DESCRIPTION	LABORATORY CLASSIFICATION CRITERIA		
COARSE GRAINED SOILS (MORE THAN HALF BY WEIGHT LARGER THAN 75µm)	GRAVELS MORE THAN HALF THE COARSE FRACTION LARGER THAN 4.75mm	CLEAN GRAVELS (LITTLE OR NO FINES)	GW		RED	WELL GRADED GRAVELS, GRAVEL-SAND MIXTURES, LITTLE OR NO FINES	$C_u = \frac{D_{60}}{D_{10}} > 4; C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}} = 1 \text{ to } 3$		
			GP		RED	POORLY GRADED GRAVELS, GRAVEL-SAND MIXTURES, LITTLE OR NO FINES	NOT MEETING ABOVE REQUIREMENTS		
		DIRTY GRAVELS (WITH SOME FINES)	GM		YELLOW	SILTY GRAVELS, GRAVEL-SAND SILT MIXTURES	CONTENT OF FINES EXCEEDS 12 %	ATTERBERG LIMITS BELOW "A" LINE OR P.I. LESS THAN 4	
			GC		YELLOW	CLAYEY GRAVELS, GRAVEL-SAND-CLAY MIXTURES		ATTERBERG LIMITS ABOVE "A" LINE P.I. MORE THAN 7	
	SANDS MORE THAN HALF THE COARSE FRACTION SMALLER THAN 4.75mm	CLEAN SANDS (LITTLE OR NO FINES)	SW		RED	WELL GRADED SANDS, GRAVELLY SANDS, LITTLE OR NO FINES	$C_u = \frac{D_{60}}{D_{10}} > 6; C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}} = 1 \text{ to } 3$		
			SP		RED	POORLY GRADED SANDS, GRAVELLY SANDS, LITTLE OR NO FINES	NOT MEETING ABOVE REQUIREMENTS		
		DIRTY SANDS (WITH SOME FINES)	SM		YELLOW	SILTY SANDS, SAND-SILT MIXTURES	CONTENT OF FINES EXCEEDS 12 %	ATTERBERG LIMITS BELOW "A" LINE OR P.I. LESS THAN 4	
			SC		YELLOW	CLAYEY SANDS, SAND-CLAY MIXTURES		ATTERBERG LIMITS ABOVE "A" LINE P.I. MORE THAN 7	
			FINE-GRAINED SOILS (MORE THAN HALF BY WEIGHT SMALLER THAN 75µm)						
			SILTS BELOW "A" LINE NEGLECTIBLE ORGANIC CONTENT	$W_L < 50\%$	ML		GREEN	INORGANIC SILTS AND VERY FINE SANDS, ROCK FLOUR, SILTY SANDS OF SLIGHT PLASTICITY	CLASSIFICATION IS BASED UPON PLASTICITY CHART (SEE BELOW)
MH		BLUE			INORGANIC SILTS, MICACEOUS OR DIATOMACEOUS, FINE SANDS OR SILTY SOILS				
CLAYS ABOVE "A" LINE NEGLECTIBLE ORGANIC CONTENT	$W_L < 30\%$	CL			GREEN	INORGANIC CLAYS OF LOW PLASTICITY, GRAVELLY, SANDY OR SILTY CLAYS, LEAN CLAYS			
		CI			GREEN-BLUE	INORGANIC CLAYS OF MEDIUM PLASTICITY, SILTY CLAYS			
	$W_L > 50\%$	CH			BLUE	INORGANIC CLAYS OF HIGH PLASTICITY, FAT CLAYS			
		OH			BLUE	ORGANIC CLAYS OF HIGH PLASTICITY			
ORGANIC SILTS & CLAYS BELOW "A" LINE	$W_L < 50\%$	OL			GREEN	ORGANIC SILTS AND ORGANIC SILTY CLAYS OF LOW PLASTICITY	WHENEVER THE NATURE OF THE FINES CONTENT HAS NOT BEEN DETERMINED, IT IS DESIGNATED BY THE LETTER "P", E.G. SP IS A MIXTURE OF SAND WITH SILT OR CLAY		
	$W_L > 50\%$	OH			BLUE	ORGANIC CLAYS OF HIGH PLASTICITY			
HIGHLY ORGANIC SOILS			Pt		ORANGE	PEAT AND OTHER HIGHLY ORGANIC SOILS	STRONG COLOUR OR ODOR, AND OFTEN FIBROUS TEXTURE		
SPECIAL SYMBOLS									
LIMESTONE		OILSAND							
SANDSTONE		SHALE							
SILTSTONE		FILL (UNDIFFERENTIATED)							
SOIL COMPONENTS									
FRACTION	U.S. STANDARD SIEVE SIZE		DEFINING RANGES OF PERCENTAGE BY WEIGHT OF MINOR COMPONENTS						
GRAVEL	PASSING	RETAINED	PERCENT	DESCRIPTOR					
COARSE	75mm	19mm	35-50	AND					
	19mm	4.75mm							
FINE	4.75mm	2.00mm	20-35	Y/RY					
	2.00mm	425µm							
SAND	425µm	75µm	10-20	SOME					
	75µm								
FINES (SILT OR CLAY BASED ON PLASTICITY)	75µm		1-10	TRACE					
OVERSIZED MATERIAL									
ROUNDED OR SUBROUNDED COBBLES 75mm TO 200mm			NOT ROUNDED: ROCK FRAGMENTS > 75mm						
BOULDERS > 200mm			ROCKS > 0.75 CUBIC METRE IN VOLUME						

NOTES:

- ALL SIEVE SIZES MENTIONED ON THIS CHART ARE U.S. STANDARD A.S.T.M. E. 11
- COARSE GRAIN SOILS WITH 5 TO 12% FINES GIVEN COMBINED GROUP SYMBOLS. E.G. GW-GC IS A WELL GRADED GRAVEL SAND MIXTURE WITH CLAY BINDER BETWEEN 5 AND 12% FINES

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EXPLANATION OF TERMS AND SYMBOLS

The terms and symbols used on the borehole logs to summarize the results of field investigation and subsequent laboratory testing are described in these pages.

It should be noted that materials, boundaries and conditions have been established only at the borehole locations at the time of investigation and are not necessarily representative of subsurface conditions elsewhere across the site.

TEST DATA

Data obtained during the field investigation and from laboratory testing are shown at the appropriate depth interval.

Abbreviations, graphic symbols, and relevant test method designations are as follows:

*C	Consolidation test	*ST	Swelling test
D _R	Relative density	TV	Torvane shear strength
*k	Permeability coefficient	VS	Vane shear strength
*MA	Mechanical grain size analysis and hydrometer test	w	Natural Moisture Content (ASTM D2216)
N	Standard Penetration Test (CSA A119.1-60)	w _L	Liquid limit (ASTM D 423)
N _d	Dynamic cone penetration test	w _p	Plastic Limit (ASTM D 424)
NP	Non plastic soil	E _r	Unit strain at failure
pp	Pocket penetrometer strength (kg/cm ²)	γ	Unit weight of soil or rock
*q	Triaxial compression test	γ _d	Dry unit weight of soil or rock
q _u	Unconfined compressive strength	ρ	Density of soil or rock
*SB	Shearbox test	ρ _d	Dry Density of soil or rock
SO ₄	Concentration of water-soluble sulphate	C _u	Undrained shear strength
		→	Seepage
		∇	Observed water level

* The results of these tests are usually reported separately

Soils are classified and described according to their engineering properties and behaviour.

The soil of each stratum is described using the Unified Soil Classification System¹ modified slightly so that an inorganic clay of "medium plasticity" is recognized.

The modifying adjectives used to define the actual or estimated percentage range by weight of minor components are consistent with the Canadian Foundation Engineering Manual².

Relative Density and Consistency:

<u>Cohesionless Soils</u>		<u>Cohesive Soils</u>		
Relative Density	SPT (N) Value	Consistency	Undrained Shear Strength c _u (kPa)	Approximate SPT (N) Value
Very Loose	0-4	Very Soft	0-12	0-2
Loose	4-10	Soft	12-25	2-4
Compact	10-30	Firm	25-50	4-8
Dense	30-50	Stiff	50-100	8-15
Very Dense	>50	Very Stiff	100-200	15-30
		Hard	>200	>30

Standard Penetration Resistance ("N" value)

The number of blows by a 63.6kg hammer dropped 760 mm to drive a 50 mm diameter open sampler attached to "A" drill rods for a distance of 300 mm.

¹ "Unified Soil Classification System", Technical Memorandum 36-357 prepared by Waterways Experiment Station, Vicksburg, Mississippi, Corps of Engineers, U.S. Army, Vol. 1 March 1953.

² "Canadian Foundation Engineering Manual", 4th Edition, Canadian Geotechnical Society, 2006.

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.



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.

A handwritten signature in black ink, appearing to read "C. Northcutt", written over a horizontal line.

CHAIR

A handwritten signature in black ink, written over a horizontal line.

CHIEF ADMINISTRATIVE OFFICER



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 Kristic (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