



Council Meeting Agenda

Wednesday, May 7, 2025, 9:00 AM
Council Chambers of the Administration Building

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommendation for consideration

THAT the agenda for the Council Meeting of May 7, 2025 be approved as presented.

3. DELEGATIONS

3.1 900 A.M. - MUNICIPAL SERVICES

**3.1.1 2025 FLAGSTAFF REGIONAL AIRPORT PAVEMENT CONDITION
ASSESSMENT**

4

Recommendation for consideration

TO initiate the Airport Pavement Condition assessment with a budget of \$35,044 to be funded by Airport Reserves.

3.2 1000 A.M. - 2025 ACCURATE ASSESSMENT PRESENTATION

6

4. ADOPTION OF MINUTES

4.1 APRIL 16, 2025 COUNCIL MEETING MINUTES

30

Recommendation for consideration

THAT the minutes for the Council meeting of April 16, 2025 be approved as presented.

5. BUSINESS

**5.1 REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD AND
ASSESSMENT REVIEW BOARDS - MEMBERSHIP AND CLERKS**

36

Recommendation for consideration

THAT Debra Moffatt and Amy Jackson be re-appointed to the Intermunicipal Assessment Review Boards for a three (3) year term expiring in May 2028.

Recommendation for consideration

THAT Leslie Cholowsky and Debra Moffatt be re-appointed to the Flagstaff Regional Subdivision and Development Appeal Board for a three (3) year term expiring in May 2028.

5.2 2025 ECONOMIC DEVELOPMENT WEEK DECLARATION 38

Recommendation for consideration

THAT Council approve the attached resolution thereby proclaiming May 12 through May 16, 2025, to be "Economic Development Week" in Flagstaff County.

5.3 2025 APPOINTMENTS UNDER THE WEED CONTROL ACT AND AGRICULTURAL PESTS ACT 40

Recommendation for consideration

THAT Teris Wetter, Megan Pfeffer, Ben Hoyland, Anson Helperl, Ben Fournell, Bodi Goodrich, and Matthew Pfeffer be appointed as Flagstaff County's Weed and Pest Inspectors for 2025, under Section 9 (1) of the Agricultural Pests Act and under Section 7 (1) of the Weed Control Act.

6. COMMITTEE REPORTS

6.1 COMMITTEE REPORTS 2025-05-07 41

1. Flagstaff Regional Solid Waste Management Association – April 28, 2025 Minutes and Agenda
2. Flagstaff Regional Solid Waste Management Association – 2024 Financial Review

7. CORRESPONDENCE ITEMS

7.1 CORRESPONDENCE ITEMS - 2025-05-07 66

Recommendation for consideration

THAT the following items of correspondence be approved as presented:

1. Alberta Municipal Affairs - Fire Training Program Grant Approval
2. Alberta Municipal Affairs to Town of Daysland – ACP grant declined
3. Iron Creek Museum – Appreciation for Financial Assistance
4. Natural Resources Conservation Board - Kroetsch RA23022 and RA23022A
5. Rural Municipalities of Alberta (RMA) – April 17, 2025 Contact Newsletter
6. Rural Municipalities of Alberta (RMA) – April 25, 2025 Contact Newsletter
7. Rural Municipalities of Alberta (RMA) District 5 – July 17, 2025 Golf Tournament
8. Rural Municipalities of Alberta (RMA) – Mature Asset Strategy
9. Rural Municipalities of Alberta (RMA) – Running for Municipal Office Campaign
10. Rural Municipalities of Alberta (RMA) – Analysis of Bill 50
11. Tanis Kolesar – Discover Aviation Day Appreciation

8. INFORMATION ITEMS

8.1 INFORMATION ITEMS 2025-05-07 161

1. Parkland Regional Library System (PRLS) – April 17, 2025 Parkland Update
2. Parkland Regional Library System (PRLS) – May 1, 2025 Parkland Update
3. Municipal Planning Services – Proposed Subdivision Approval
4. Jason Nixon Ministry of Seniors – Declaration of Seniors Week
5. Hospice Society of Camrose and District – May 8, 2025 Symposium
6. Association of Communities Against Abuse – Celebration of 35 Years of Service

9. CLOSED MEETING (IN CAMERA) SESSION

10. ADJOURNMENT



Report

TITLE: 2025 FLAGSTAFF REGIONAL AIRPORT PAVEMENT CONDITION ASSESSMENT

Meeting: Council Meeting

Meeting Date: May 7, 2025

Background

The Flagstaff Regional Airport is a large asset supporting general aviation, aerial spraying, and flight tourism. In preparation for the planned resurfacing of the airport's runway, taxiway, and apron, a preliminary visual inspection of the pavement surfaces was conducted by the County.

WSP Canada had previously conducted site visits to the airport for unrelated evaluations. During those earlier visits, visible signs of base failure — such as surface cracking, rutting, and deformation — were noted. These surface distresses highlight a need to perform a detailed pavement evaluation before proceeding with resurfacing. Addressing these concerns in advance is critical to avoid premature failure of the new pavement and to protect the County's capital investment.

WSP Canada has provided a proposal to carry out a comprehensive pavement condition assessment. Their proposed scope of work includes:

- A full visual inspection of pavement surfaces and associated drainage infrastructure.
- Geotechnical coring and subsurface investigations to determine the existing pavement and base layer conditions.
- Topographic surveying to support project planning and pavement marking design.
- Preparation of detailed draft and final engineering reports, including recommended repair strategies and cost estimates.

Importantly, the findings from the assessment may impact the overall scope and cost of the upcoming resurfacing project. If substantial underlying deficiencies are discovered, these would need to be addressed either prior to or as part of the resurfacing work to avoid premature pavement failure and higher future maintenance costs. Depending on the extent of the repairs required, this could result in a total project cost that exceeds the currently approved budget of \$300,000 for the resurfacing work.

The total estimated cost for WSP Canada to complete the pavement condition assessment is \$35,044. This includes \$32,044 in professional fees and an additional \$3,000 for disbursements such as travel, materials, and related expenses.

This investment is essential to ensure that the resurfacing project is designed and executed based on verified subsurface conditions, ultimately ensuring that the County's larger investment in the airport infrastructure is protected and achieves its intended full lifecycle.

Alignment with the Strategic Plan

Fiscal Leadership – Flagstaff County will balance the servicing and program needs of the community with consistent, prudent and transparent financial management.

Alternatives/Options

1. Option #1 - To approve of initiating the Airport Pavement Condition Assessment with a budget of \$35,044 to be funded by Airport Reserves.
2. Option #2 - To proceed with resurfacing without assessment, accepting the risk of unknown underlying failures.

Note – As of December 31, 2024, the Airport Reserve balance is \$621,587, with no current allocations assigned.

Recommendation

THAT Council approve to initiate the Airport Pavement Condition assessment with a budget of \$35,044 to be funded by Airport Reserves.



Report

TITLE: 10:00 A.M. – ACCURATE ASSESSEMENT PRESENTATION

Meeting: Council Meeting

Meeting Date: May 7, 2025

Background

Attached is a copy of the presentation from Accurate Assessment. They currently provide assessment services to Flagstaff County for the following assessment codes which are not part of the Designated Industrial Property (DIP):

- Farmland
- Residential
- Commercial
- Industrial
- Other Non-residential

The provincial assessors provide assessment services for the following which is not included in this presentation:

- Pipeline/Wells
- Powerlines
- Electric Power Generation
- Oilfield Machinery & Equipment (DIP)
- Oilfield Buildings
- Railway





Agenda



Accurate Assessment Group Ltd.

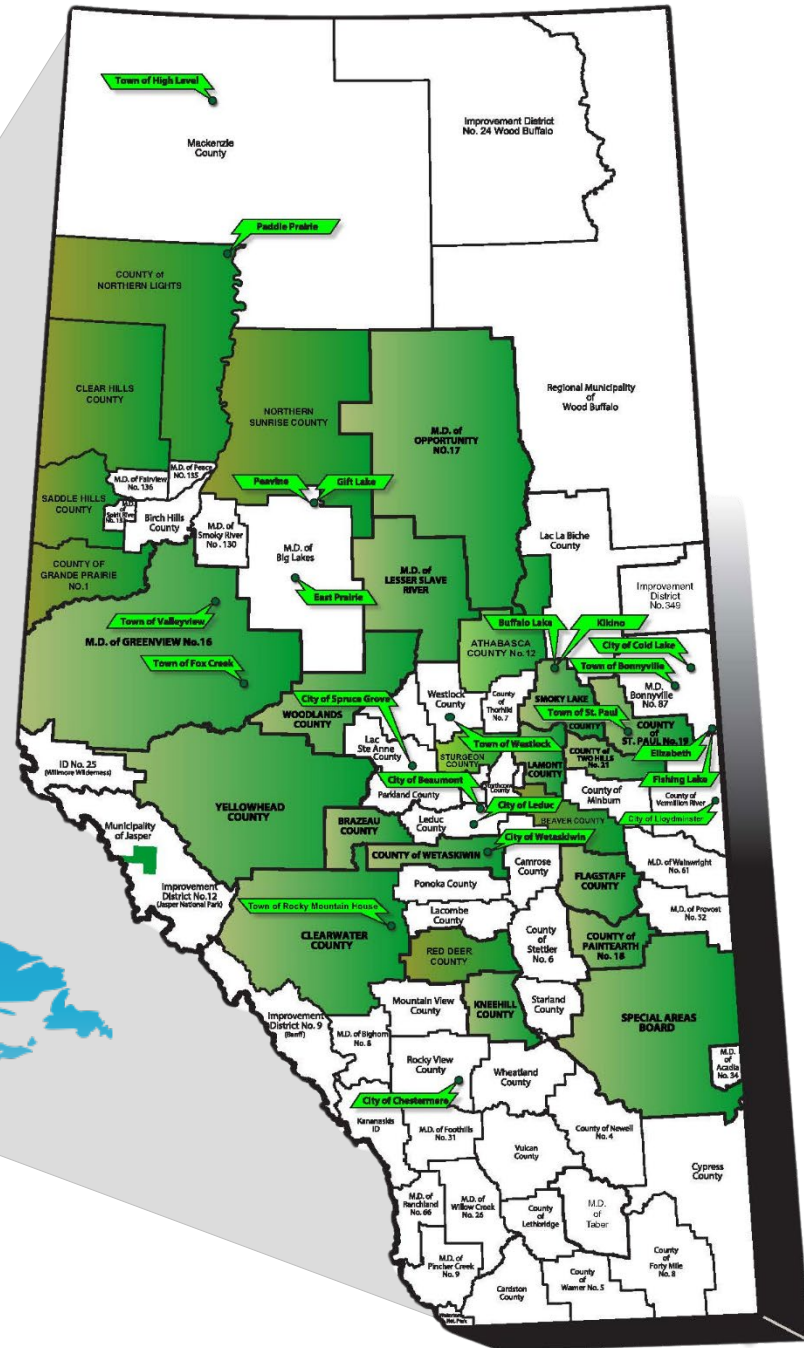


Highlights of the Municipality's Assessment

ACCURATE

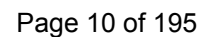
ASSESSMENT GROUP LTD.

FOUNDED IN 1997





- ✓ **26 Rural Municipalities (DIP Assessment Services in 15)**
- ✓ **7 Cities**
- ✓ **7 Towns**
- ✓ **8 Metis Settlements**
- ✓ **2 First Nations**



Trusted Advisor



*At AAG, our purpose is to continuously seek improvement,
and earn the role of Trusted Advisor.*



TEAM DEPTH



Specializing in all aspects of Municipal Property Assessment

400+ Years of Combined Experience



COMMUNICATION



We connect with Rate Payers successfully

We communicate with Council, CAO's and Administration



DATA INTEGRITY



Our technology drives best practices for assessment operations.

Leaders in quality control through technology and experience



Residential



Non-Residential



Farmland

Sean Cosens, BSc. Ag	Farmland Assessment Specialist
Troy Birtles, AMAA	Assessment Coordinator
Kris Meadows, AMAA	Residential Assessor
Bob Daudelin, AMAA	Assessment Specialist
Kurt Hartman	Assessment Specialist
Josh McMillan	Residential Assessor
Jesse Nelson	Residential Assessor
Cory Allen	Residential Assessor
Levi Stewart	Residential Assessor

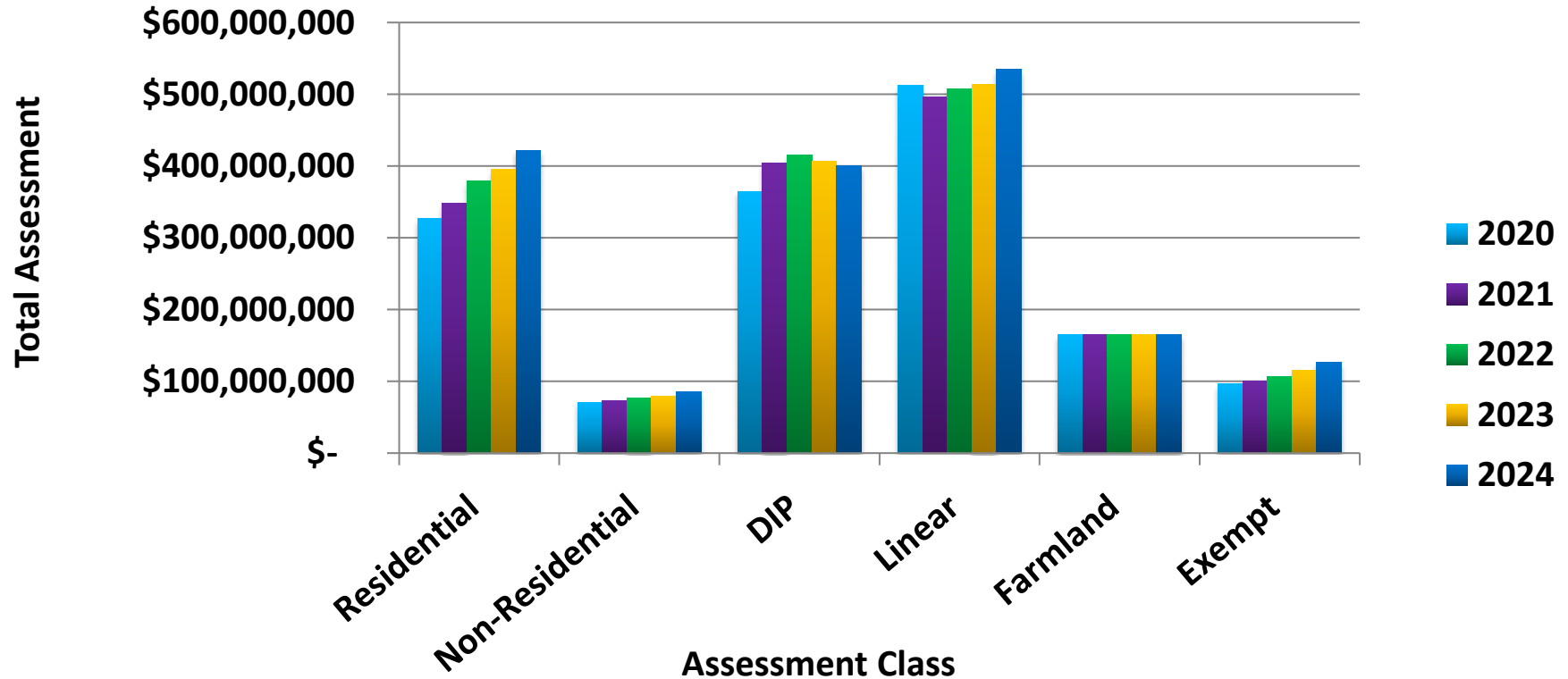


2023 Compared to 2024 Assessment

	2023	2024	Difference	
	Totals	Totals	\$	%
Residential	\$395,084,350	\$422,132,000	\$27,047,650	107%
Non-Residential	\$79,413,660	\$85,771,690	\$6,358,030	108%
Designated Industrial Property (DIP)	\$407,118,100	\$400,440,370	(\$6,677,730)	98%
Linear	\$513,412,730	\$534,616,670	\$21,203,940	104%
Farmland	\$165,039,890	\$165,101,280	\$61,390	100%
Exempt	\$115,472,120	\$126,310,940	\$10,838,820	109%
Grand Total:	\$1,675,540,850	\$1,734,372,950	\$58,832,100	104%

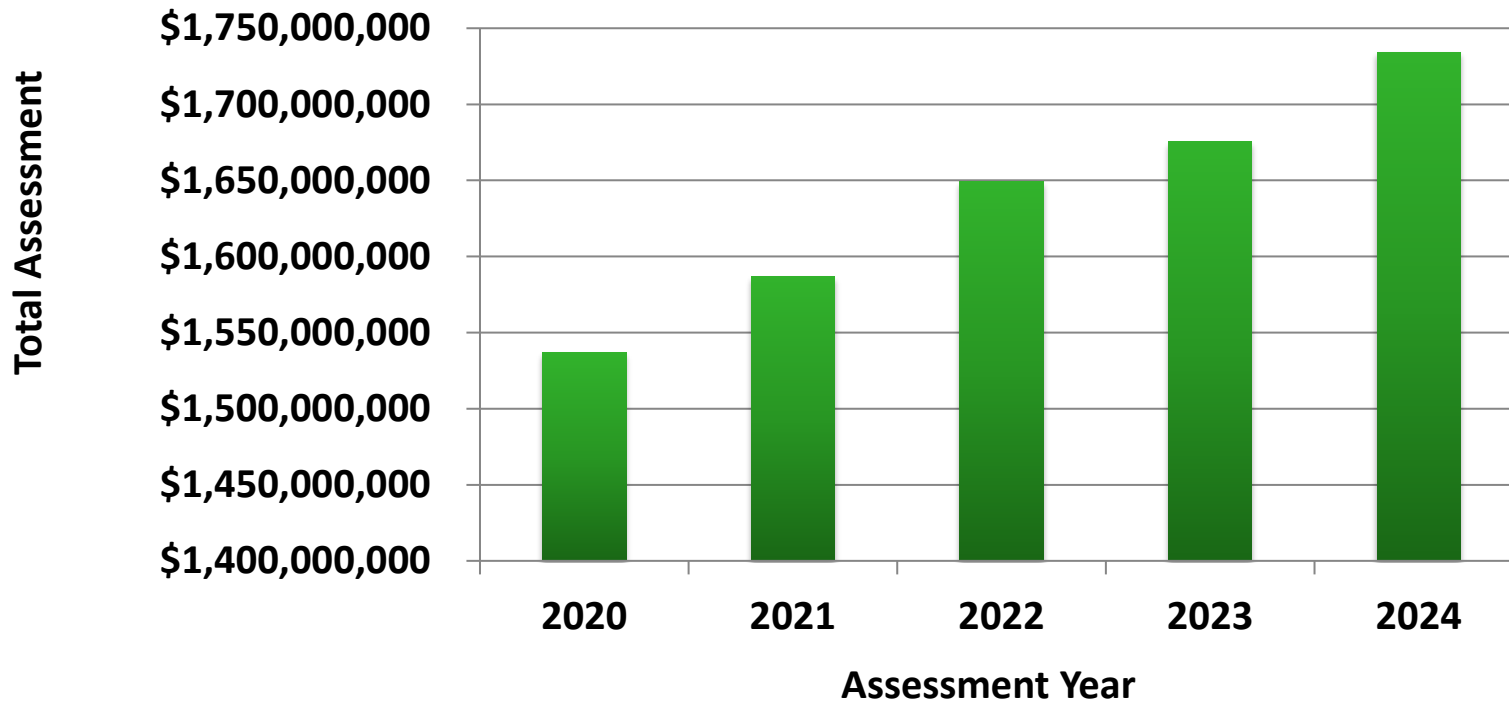


Assessment Class History Comparison





Assessment Total History Compare





Taxable Assessment Change Compare by %

Range	Properties	%
-25% to -100%	61	0.7%
-10% to -25%	32	0.4%
-1% to -10%	94	1.1%
No Change	6,268	74.5%
1% to 10%	1,620	19.3%
10% to 25%	150	1.8%
25% to 100%	48	0.6%
Over 100%	23	0.3%
New Roll #'s	24	0.3%
Inactive Roll #'s	89	1.1%
Total Properties	8,409	100%

95%



Taxable Assessment Change Compare by \$

Range	Properties	%
Over - \$1,000,000	7	0.1%
-\$100,000 to -\$999,999	27	0.3%
-\$25,000 to -\$99,999	50	0.6%
-\$10,000 to -\$24,999	25	0.3%
-\$1,000 to -\$9,999	67	0.8%
-\$999 to \$999	6,428	76.4%
\$1,000 to \$9,999	721	8.6%
\$10,000 to \$24,999	708	8.4%
\$25,000 to \$99,999	202	2.4%
\$100,000 to \$999,999	50	0.6%
Over \$1,000,000	11	0.1%
New Roll #'s	24	0.3%
Inactive Roll #'s	89	1.1%
Total Properties	8,409	100%

95%



New Roll #'s & Permit Comparison

New Roll #'s Summary

	2020	2021	2022	2023	2024
Residential/Non-Res	17	-3	-23	-49	24

Development Permit

	2020	2021	2022	2023	2024
Development Permits	76	56	55	56	48



Overview

(NOT including Industrial or Linear)

Residential (Rural)

Land	3.7% Increase
Buildings	7.6% Increase
Combined Impact	6.9% Increase

Residential (Lake)

Land	1.7% Increase
Buildings	1.8% Increase
Combined Impact	1.8% Increase

Residential (Hamlets)

Land	0.01% Increase
Buildings	6.5% Increase
Combined Impact	6.0% Increase



Overview

(NOT including Industrial or Linear)

New Residential Growth Assessment

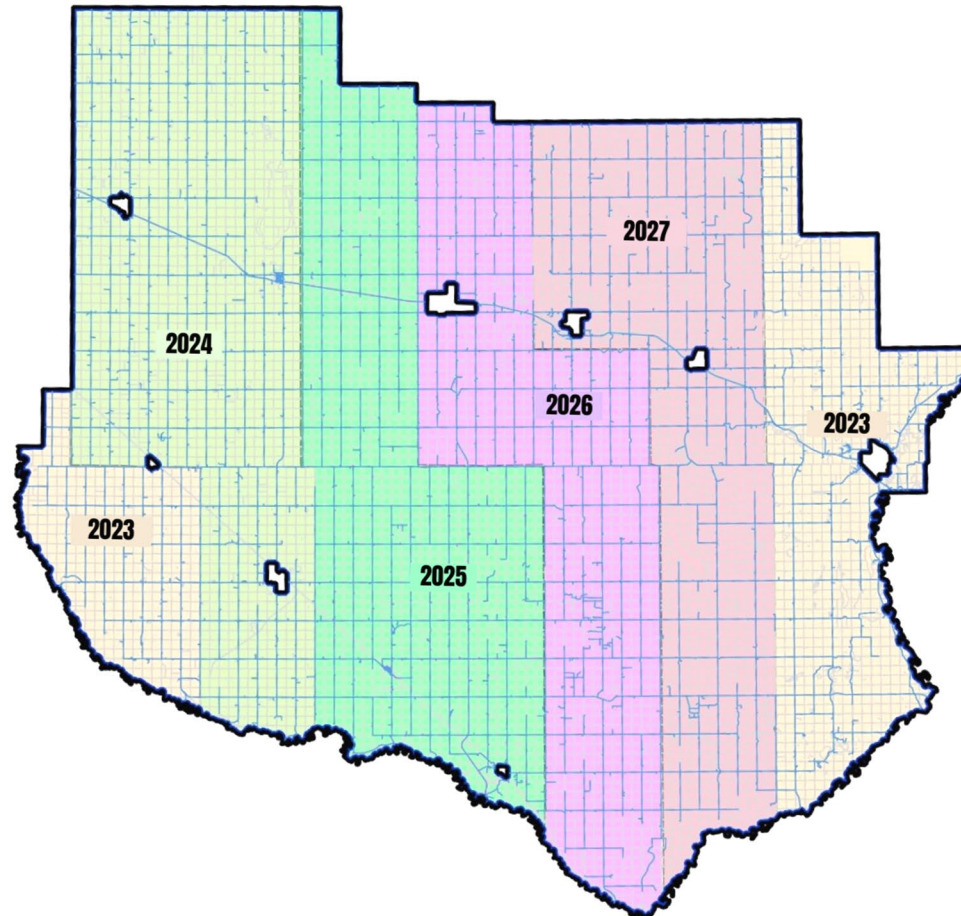
	2022	2023	2024
New Construction	\$6.7M (1.9%)	\$4.3M (1%)	\$7.3M (1.9%)

Residential Inflation

	2022	2023	2024
Market Change	\$15.8M (4.5%)	\$12.98M (3.3%)	\$19.73M (5.0%)



Residential / Non-Residential Re-inspection Cycle





Moving Forward – Residential / Non-Residential



Will be in the Flagstaff County office the first Wednesday of every month



2025 Re-inspection Cycle will concentrate on Range 14, and Townships 39-13, 40-13, 41-13, 42-13



Kris Meadows will be the lead assessor for all inspections moving forward (excluding DIP property).



Industrial Assessment Team

Ray Fortin, AMAA	Industrial Assessment Specialist
Sean Barrett, AMAA	Industrial Manager
Chris Smith, AMAA	Industrial Coordinator
Kent Smith, AMAA	Industrial Assessor
Chad Nelson, AMAA	Industrial Assessor
Steve Sawatsky, AMAA	Industrial Assessor
Ally Dittrick, AMAA	Industrial Assessor
Cole Cibula	Industrial Assessor
Harry Schmidt, AMAA	Specialty Assessment Services
Larry Riep, AMAA	LE Riep Assessment Services

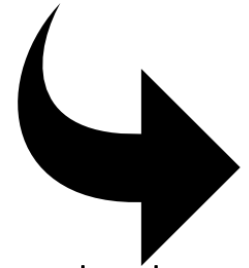


Non-Designated Industrial Property

- On an annual basis the Industrial Assessment Team maintains the assessments for Non-Designated Industrial Property.
 - These are industrial properties not regulated by the Alberta Energy Regulator, the Canadian Energy Regulator, or the Alberta Utilities Commission
- In Flagstaff County, examples of Non-Designated Industrial Property include:
 - Fertilizer Blending Facilities
 - Seed Cleaning Plants
 - Grain Elevators
 - Bulk Fuel Storage
- AAG utilizing our team of specialized industrial assessors provide these services annually to the municipality.



Tax Incentives



In 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused. A three-year property tax holiday on new wells and pipelines was introduced to promote new investment and economic activity in the energy sector. This tax holiday will end, as planned, at the end of the 2024 municipal tax year for 2025 taxation. Any wells and pipeline completed in 2021 and future years is now subject to taxation.

Well and Pipeline Tax Holiday Impact for 2024AY (2025 Taxation): Approximately 3.2 Million was added to the 2024AY as part of the previously announced Well and Pipeline tax holiday.

Two assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time:

1. the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019),
2. and additional depreciation adjustments for lower-producing wells.

These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.



Assessment Model Review

STAGE 1 Design the plan 2023



A stakeholder Steering Committee made up of industry, municipal, and assessment representatives designed an engagement process for the broader review.

STAGE 2 Review foundational policies March – December 2024



Confirm Principles



Recommend Assessment Year Modifier methodology



Review Construction Cost Reporting Guide



Assessment Model Review

STAGE 3

Update assessment models

Expected winter 2025 – summer 2027

We will engage with a technical working group, comprised of stakeholder subject-matter experts to update the costs, practices, and technologies in the assessment model for each property type.

Group 1

winter 2025 to spring 2026



Telecommunications & Cable



Railway



Electric Power

Group 2

spring 2026 to summer 2027



Machinery and Equipment



Pipeline



Wells

STAGE 4

Consider the impacts

Expected summer 2027 – spring 2028



Municipalities and industry property owners will have the opportunity to provide input on assessment and taxation impacts, including how to best implement any shifts in assessment. The Steering Committee will review the engagement results and provide final recommendations to government.



QUESTIONS?



*Thank
you!*



Council Meeting Minutes

Wednesday, April 16, 2025
Council Chambers of the Administration Building

Members Present: Reeve D. Kroetch, Division 5
Councillor R. Manning, Division 1
Councillor M. Ponto, Division 2
Councillor J. Eckstrand, Division 3
Councillor M. Thompson, Division 4
Councillor L. Hiller, Division 6
Councillor H. Shield, Division 7

Staff Present: Shelly Armstrong, Chief Administrative Officer
Deb Brodie, Corporate Services Director
Jon Dahl, Municipal Services Director
Cary Castagna, Communications Coordinator
Cheryl Bergman, Recording Secretary

1. CALL TO ORDER

The Reeve called the meeting to order at 8:56 a.m.

2. ADOPTION OF AGENDA

Resolution # FC20250416.1001

Moved By: Clr. Ponto

THAT the agenda for the Council Meeting of April 16, 2025 be approved as presented.

Carried

3. DELEGATIONS

3.1 MUNICIPAL SERVICES

3.1.1 2025 PUBLIC WORKS DECLARATION WEEK

Council reviewed and discussed the Public Works week declaration.

Resolution # FC20250416.1002

Moved By: Clr. Shield

THAT Council approve the attached resolution thereby proclaiming May 18th to May 24th, 2025 to “National Public Works Week” in Flagstaff County.

Carried

3.1.2 SERVICES TO TOWNS AND VILLAGES - TOWN OF KILLAM REQUEST

Council reviewed and discussed the request from the Town of Killam to provide snow removal, grading, gravel, and dust control services on a no charge or a cost shared basis for certain roads within town limits.

D. Brodie, Corporate Services Director entered the meeting.

Resolution # FC20250416.1003

Moved By: Clr. Eckstrand

TO advise the Town of Killam that Flagstaff County will continue to provide services to all towns and villages on a full cost recovery basis, as outlined in the current Policy PW 009 - Municipal Services for Towns and Villages.

Carried

3.2 CORPORATE SERVICES

3.2.2 2025 REVISED BUDGET

D. Brodie reviewed the 2025 revised budget with Council. A discussion ensued.

Resolution # FC20250416.1004

Moved By: Clr. Ponto

TO approve the proposed amendments to the 2025 budget as presented with operating expenses increasing by \$618,800 to a total of \$28,632,950 and capital expenses decreasing by \$1,774,600 for a total of \$6,776,700, and to approve the proposed amendments to the 2026 capital budget with an increase of \$3,315,900 for a total of \$8,405,500.

Carried

Reeve Kroetch recessed the meeting at 9:49 a.m. and reconvened at 9:54 a.m.

3.2.1 2024 FINANCIAL STATEMENTS PRESENTATION

Scott St. Arnaud, Auditor from Gitzel & Company and D. Brodie, Corporate Services Director entered the meeting and reviewed the Audited Financial Statements and the Financial Information Return for the year ended December 31, 2024. The statements were reviewed and discussed. The auditor advised that Flagstaff County received a clear report with no reservations again this year.

A discussion ensued.

Resolution # FC20250416.1005

Moved By: Clr. Shield

THAT the meeting go into a closed session at 10:38 a.m., with all persons except County Council and the auditor excluded from the meeting, to discuss privileged information as per Section 24 of the FOIP Act.

Carried

S. Armstrong, D. Brodie, J. Dahl, C. Castagna and C. Bergman withdrew from the meeting at 10:38 a.m.

Resolution # FC20250416.1006

Moved By: Clr. Shield

THAT Council return to an open meeting at 10:51 a. m.

Carried

S. Armstrong, D. Brodie, J. Dahl, C. Castagna and C. Bergman entered the meeting at 10:52 a.m.

Resolution # FC20250416.1007

Moved By: Clr. Ponto

THAT the 2024 audited Financial Statements be approved as presented.

Carried

Scott St. Arnaud, Auditor withdrew from the meeting.

3.3 VALLEY SKI HILL - FUNDING REQUEST - SNOW GUNS

Carol MacRae, Secretary from the Valley Ski Club entered the meeting and presented Council with their request for funding. She advised that Paintearth County approved a \$30,000 donation towards this project. A question and answer period followed. Carol MacRae withdrew from the meeting.

Resolution # FC20250416.1008

Moved By: Clr. Thompson

TO approve the request from the Valley Ski Club and contribute \$30,000 towards the rebuilding of the snow guns project, to be funded by recreation operating reserves.

Carried

3.2.3 2025 TAX BYLAW

D. Brodie reviewed the Tax Rate bylaw. A discussion ensued.

Resolution # FC20250416.1009

Moved By: Clr. Eckstrand

THAT first reading be given for Bylaw 03/25, the Mill Rate Bylaw to authorize the proposed rates of taxation to be levied against assessable property within Flagstaff County in 2025.

Carried

Resolution # FC20250416.1010

Moved By: Clr. Shield

THAT second reading be given for Bylaw 03/25, the Mill Rate Bylaw to authorize the proposed rates of taxation to be levied against assessable property within Flagstaff County in 2025.

Carried

Resolution # FC20250416.1011

Moved By: Clr. Hiller

THAT third reading for Bylaw 03/25 be given at this meeting.

Carried Unanimously

Resolution # FC20250416.1012

Moved By: Clr. Ponto

THAT third and final reading be given for Bylaw 03/25, the Mill Rate Bylaw to authorize the proposed rates of taxation to be levied against assessable property within Flagstaff County in 2025.

Carried

4. ADOPTION OF MINUTES

4.1 MARCH 12, 2025 COUNCIL MEETING MINUTES

Resolution # FC20250416.1013

Moved By: Clr. Manning

THAT the minutes for the Council meeting of March 12, 2025 be approved as presented.

Carried

5. BUSINESS

5.1 2024 ANNUAL PROGRAM EVALUATIONS

The Annual Program Evaluations were reviewed and discussed. A question and answer period followed.

Reeve Kroetch recessed the meeting at 11:57 a.m. and reconvened at 12:29 p.m.

9. CLOSED MEETING (IN CAMERA) SESSION

9.1 CLOSED MEETING (IN CAMERA) SESSION - FOIP SECTION 24 - 2025-04-16

Resolution # FC20250416.1014

Moved By: Clr. Shield

THAT the meeting go into a closed session at 12:32 p.m., with all persons except County Council, the Chief Administrative Officer and the Recording Secretary excluded from the meeting, to discuss privileged information as per Section 24 of the FOIP Act.

Carried

Resolution # FC20250416.1015

Moved By: Clr. Manning

THAT Council return to an open meeting at 1:39 p.m.

Carried

D. Brodie, J. Dahl, and C. Castagna entered the meeting.

5. BUSINESS

5.1 2024 ANNUAL PROGRAM EVALUATIONS

5.1.1 2024 ANNUAL PROGRAM EVALUATIONS - QUESTIONS RECEIVED

The review of questions and answers for the 2024 Annual Program Evaluations continued.

5.2 2025 TOURISM ASSISTANCE GRANT - FLAGSTAFF SCOTTISH CLUB, GATHERING OF THE CLANS- 04-16-2025

Council reviewed and discussed the Tourism Assistance Grant application from the Flagstaff Scottish Club.

Resolution # FC20250416.1016

Moved By: Clr. Eckstrand

THAT after reviewing the evaluation form for the Tourism Assistance grant request from the Flagstaff Scottish Club for the purpose of hosting The Gathering of the Clans Highland Festival, approve the grant in the amount of \$3,000.

Carried

5.3 2025 TOURISM ASSISTANCE GRANT - FORESTBURG ARENA ASSOCIATION, BUCKIN IN THE BURG- 04-16-2025

Council reviewed and discussed the Tourism Assistance Grant application from the Forestburg Arena Association.

Resolution # FC20250416.1017

Moved By: Clr. Shield

THAT after reviewing the evaluation form for the Tourism Assistance grant request from the Forestburg Arena Association for the purpose of hosting Buckin in the Burg bull riding event, approve the grant in the amount of \$3,000.

Carried

5.4 2025 POLICY REVIEW 2025-04-16

Council reviewed and discussed the revisions for the 2025 policies up for review.

Resolution # FC20250416.1018

Moved By: Clr. Ponto

THAT the following policies be approved as presented:

- AG 002 Weed and Pest Control – no revisions
- AG 003 Weed and Pest Appeal Committee – as revised
- CP 007 Administration of the Safety Codes Act – no revisions
- CP 009 Cemeteries Assistance Grant Program – no revisions
- CP 014 Debt Management – as revised
- LE 002 Investment Policy – as revised
- LE 005 Flagstaff County and Region Identity – no revisions
- LE006 Public Participation – no revisions
- LE006 Public Participation Schedule A and B - no revisions
- PW 004 Approaches – as revised
- PW 005 Railway Crossings – as revised
- PW 008 Road Naming Policy – no revisions
- PW 008 Road Naming Policy Schedule A – no revisions

Carried

5.5 INTERMUNICIPAL COLLABORATION FRAMEWORK - EXTENSION WITH TOWN OF HARDISTY

Council reviewed and discussed Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Resolution # FC20250416.1019

Moved By: Clr. Hiller

THAT first reading be given for Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Carried

Resolution # FC20250416.1020

Moved By: Clr. Manning

THAT second reading be given for Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Carried

Resolution # FC20250416.1021

Moved By: Clr. Thompson

THAT third reading for Bylaw 04/25 be given at this meeting.

Carried Unanimously

Resolution # FC20250416.1022

Moved By: Clr. Shield

THAT third and final reading be given for Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Carried

5.6 REQUEST TO RESCIND RESOLUTION - COUNCIL REMUNERATION

Council reviewed and discussed Clr. Shields' request to rescind the resolution from the February 12, 2025 Council meeting that would increase Council's remuneration following the election in October 2025. A discussion ensued.

Resolution # FC20250416.1023

Moved By: Clr. Shield

TO rescind Resolution FC20250212.1015: THAT Council remuneration be increased effective following the election in October 2025, as follows: Reeve: \$59,969, Councillors: \$55,969

Reeve Kroetch requested a recorded vote.

In Favor (4): Reeve Kroetch, Clr. Manning, Clr. Eckstrand, and Clr. Shield

Opposed (3): Clr. Ponto, Clr. Thompson, and Clr. Hiller

Carried (4 to 3)

5.7 VILLAGE OF FORESTBURG - ANNEXATION AND INDUSTRIAL PARK

Council reviewed and discussed the letter received from the Village of Forestburg.

Resolution # FC20250416.1024

Moved By: Clr. Manning

THAT should the proposal from the Village of Forestburg for annexation of NE 35, Twp 41, Rge 15, W4 align with the terms of our Joint Intermunicipal Development Plan, Flagstaff County will consider it.

Carried

Resolution # FC20250416.1025

Moved By: Clr. Hiller

THAT Flagstaff County fully supports the development of an Industrial Park. As previously stated, when a private investor has committed to developing, we would move to support new development and we would look forward to developing a negotiated agreement with the Village of Forestburg.

Carried Unanimously

5.8 PROVIDENCE PLACE - REQUEST FOR DONATION

Council reviewed and discussed the request from Providence Place for a donation.

Resolution # FC20250416.1026

Moved By: Clr. Manning

THAT Council respectfully decline the donation request from Providence Place for expenses towards their 25-year celebration event, as this event does not benefit the citizens of Flagstaff County.

Carried

6. COMMITTEE REPORTS

6.1 COMMITTEE REPORTS 2025-04-16

Clr. Hiller reported on the Battle River Alliance for Economic Development (BRAED) meeting of April 1, 2025 and the Flagstaff Regional Housing Group meeting of March 26, 2025.

Clr. Eckstrand reported on the Flagstaff Regional Solid Waste Management Association meeting of March 24, 2025.

Clr. Ponto reported on the Diplomat Mine Museum meeting of April 8, 2025.

Reeve Kroetch reported on the Battle River Research Group meeting of April 9, 2025.

7. CORRESPONDENCE ITEMS

7.1 CORRESPONDENCE ITEMS - 2025-04-16

Resolution # FC20250416.1027

Moved By: Clr. Ponto

THAT the following items of correspondence be approved as presented:

- 1. Alberta Municipal Affairs – Education Property Tax
- 2. Alberta Municipal Affairs – Elector Assistance Terminals
- 3. Alberta Municipal Affairs – Provincial Priorities Act Municipal Sector Fact Sheet
- 4. Battle River School Division – Invitation to May 22, 2025 Powwow
- 5. Flagstaff Regional Housing Group (FRHG) – 2024 Audited Financial Statements
- 6. Flagstaff Regional Housing Group (FRHG) – December 3, 2024 Organizational and Regular Meeting Minutes
- 7. Flagstaff Waste Correction to Annual Closure Post Closure Liability vs Reserves Review
- 8. Rural Municipalities of Alberta (RMA) – March 12, 2025 Unpaid Oil and Gas Survey Member Update
- 9. Rural Municipalities of Alberta (RMA) – March 14, 2025 Contact Newsletter
- 10. Rural Municipalities of Alberta (RMA) – March 28, 2025 Contact Newsletter
- 11. Rural Municipalities of Alberta (RMA) – April 4, 2025 Contact Newsletter
- 12. Rural Municipalities of Alberta (RMA) – April 11, 2025 Contact Newsletter
- 13. Rural Municipalities of Alberta (RMA) – June 12, 2025 Canoe Charity Golf Tournament
- 14. Alberta Municipal Affairs – Bill 50 Municipal Affairs Statutes Amendment Act Tabled
- 15. Battle River Lending Place Society – Invitation to Annual General Meeting
- 16. Flagstaff County – January to March 2025 Financial Report
- 17. Mitchel Kroetsch – 2025 Submission Review RA23022 and RA23022A
- 18. Quarterly Resolution Update for Council – 2025-01-01 – 2025-03-31
- 19. Alliance Community Garden – Request for Donation
- 20. Parkland Regional Library System (PRLS) – February 27, 2025 Meeting Minutes and Board Talk
- 21. Camrose County – Intermunicipal Collaboration Framework Amending Agreement
- 22. Municipal District of Wainwright No. 61 – Intermunicipal Collaboration Framework Amending Agreement
- 23. Town of Hardisty – Intermunicipal Collaboration Framework Amending Bylaw

Carried

10. ADJOURNMENT

The Reeve adjourned the meeting at 3:12 p.m.

Reeve

Chief Administrative Officer



Report

TITLE: REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD AND ASSESSMENT REVIEW BOARDS - MEMBERSHIP AND CLERKS

Meeting: Council Meeting

Meeting Date: May 7, 2025

Background

On April 22, 2025, Marge Gausvik, the current Clerk for the Flagstaff Regional Subdivision and Development Appeal Board the Assessment Review Boards, submitted her letter of resignation for the boards.

Appointing Clerks:

As stated in the agreements, the following is the process for appointing Clerks to the boards:

1. Intermunicipal Assessment Review Board: The Flagstaff County Chief Administrative Officer (CAO) shall employ both the Clerk and the Alternate Clerk. The Clerks must also be trained and be appointed by ALL member municipalities.
 - Lisa Bonnett has been appointed Clerk and Deb Brodie has been appointed Alternate Clerk for the Intermunicipal Assessment Review Boards. Note: Both have taken the required ARB Clerk training.
2. Flagstaff Regional Subdivision and Development Appeal Board: The CAO for Flagstaff County shall appoint an employee of Flagstaff County as a Clerk. The CAO for one of the other Municipalities, as agreed upon by the Municipalities, shall appoint an employee of that Municipality to act as an alternate Clerk.
 - Wanja Nordin has been appointed Clerk for the Flagstaff Regional Subdivision and Development Appeal Board. Administration will be working with the towns or villages to determine who will appoint an Alternate Clerk. Note: Wanja has taken the required SDAB Clerk training and the new Alternate Clerk, once appointed, will be taking the training as soon as possible.

Appointing Members to the Boards:

Upon review of the Membership Appointments, it was noted that a number of the appointments need to be renewed. Each Municipality shall by resolution of Council appoint Members. All appointed Members have taken the required Member training.

Currently, the following is the list of appointed members:

Intermunicipal Assessment Review Board (at least three board members are required for the Local Assessment Review Board, and at least two for the Composite Assessment Review Board)

1. Murray Hampshire – expires May 2026
2. Debra Moffatt – EXPIRED March 2024
3. Amy Jackson – EXPIRED March 2024

Flagstaff Regional Subdivision and Development Appeal Board (minimum three board members required)

1. Murray Hampshire – expires December 2026
2. Leslie Cholowsky – EXPIRED December 2024
3. Debra Moffatt – EXPIRED March 2024

Administration is recommending re-appointment of the Members with expired appointments. We will notify the other municipalities of the requirement to re-appoint Members.

Alignment with the Strategic Plan

LEADERSHIP: Flagstaff County's commitment to Leadership means we will ensure the reliability and continuity of Flagstaff County's administration and municipal operations.

Goal: Develop opportunities to strengthen regional collaboration. Objective Statement: We will prioritize the ongoing development of a regional network of neighbouring municipalities that identify shared priorities through convening forums and using other platforms that bring together leaders.

Recommendation

1. THAT Debra Moffatt and Amy Jackson be re-appointed to the Intermunicipal Assessment Review Boards for a three (3) year term expiring in May 2028.
2. THAT Leslie Cholowsky and Debra Moffatt be re-appointed to the Flagstaff Regional Subdivision and Development Appeal Board for a three (3) year term expiring in May 2028.



Report

TITLE: 2025 ECONOMIC DEVELOPMENT WEEK DECLARATION

Meeting: Council Meeting

Meeting Date: May 7, 2025

Background

Economic development is foundational work—it creates jobs, supports local businesses, and improves quality of life in communities both large and small. The Flagstaff Region is no exception.

This year, Economic Developers Alberta (EDA) is once again inviting municipalities across the province to amplify their efforts by participating in the 2025 Community Challenge, which includes officially proclaiming Economic Development Week from May 12–16.

The theme for 2025, *“The Power of Partnerships,”* highlights the collaborations that drive innovation, growth, and long-term success in our communities.

To mark the occasion, Flagstaff County’s Economic Development department will be releasing digital content showcasing:

- The economic potential of the Flagstaff Region
- Our ongoing work to attract new investment and support local entrepreneurs
- The partnerships that make progress possible—from regional collaborators to local champions

Alignment with the Strategic Plan

STRONG COMMUNITIES: To provide community services that make Flagstaff County an attractive place to live for all generations.

Alternatives/Options

1. THAT Council approve the attached resolution thereby proclaiming May 12 through May 16, 2025, to be “Economic Development Week” in Flagstaff County.
2. THAT Council does not approve the attached resolution thereby proclaiming May 12 through May 16, 2025, to be “Economic Development Week” in Flagstaff County.

Recommendation

THAT Council approve the attached resolution thereby proclaiming May 12 through May 16, 2025, to be “Economic Development Week” in Flagstaff County.



Flagstaff County Resolution for Economic Development Week 2025

Resolution

WHEREAS, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

WHEREAS, for more than 50 years, Economic Developers Alberta has been Alberta's leading economic development network, committed to advancing the economic development profession by providing resources, professional development, and networking opportunities; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers support entrepreneurship and innovation, helping to launch the next generation of businesses that shape Alberta's economy; and

WHEREAS, economic developers work across diverse settings, including rural and urban areas, at all levels of government, and through partnerships with chambers of commerce, post-secondary institutions, and other organizations; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in Flagstaff County; and

NOW, THEREFORE, BE IT RESOLVED that the Reeve does hereby recognize May 12-16, 2025, as "Economic Development Week" in Flagstaff County, and remind individuals of the importance of this community celebration which supports the expansion of career opportunities and improving quality of life.

BE IT FURTHER RESOLVED that the Reeve is authorized and directed to transmit an appropriate copy of this resolution to Economic Developers Alberta in support of these provincial celebrations.

Reeve



Report

TITLE: 2025 APPOINTMENTS UNDER THE WEED CONTROL ACT AND AGRICULTURAL PESTS ACT

Meeting: Council Meeting

Meeting Date: May 7, 2025

Background

The Agricultural Pests Act enables a municipality to deal with native and introduced pests which affect agricultural production. Under the Agricultural Pests Act, an animal, bird, insect, plant, or disease can be declared a pest or nuisance if the Minister considers that they are destroying or harming, or are likely to destroy or harm, any land, livestock, or property in all or part of Alberta. Additionally, a local authority of a municipality shall take active measures to prevent the establishment of, or to control or destroy pests in the municipality.

The Alberta Weed Control Act enables the Minister's authority to declare noxious or prohibited noxious weeds that present significant economic, social, or ecological risks. The Act states that prohibited noxious weeds must be destroyed and noxious weeds must be controlled. It describes the duties of individuals, local authorities, municipalities, and the Crown related to the prevention, control, and destruction of weeds.

The inspector has the power to invoke action to control and/or destroy weeds/pests on land and property, which includes being able to enter upon land without permission at any reasonable hour. The inspector also has the power to issue notices and take action to control or destroy weeds/pests.

Flagstaff County appointed weed/pest inspectors conduct field inspections and investigate weed/pest complaints. The main role for the inspectors is to assist with grasshopper, blackleg, clubroot, fusarium and weed inspections throughout the municipality.

Teris Wetter, Megan Pfeffer, Ben Hoyland, Anson Helperl, Ben Fournell and Bodi Goodrich have been hired for the 2025 season. These employees as well as Agricultural Technician, Matthew Pfeffer, will be conducting weed and pest inspections.

Alignment with the Strategic Plan

ENVIRONMENTAL RESPONSIBILITY: The County will consider environmental impacts on all planning and development decisions and in the operations of their programs and services.

Recommendation

THAT Teris Wetter, Megan Pfeffer, Ben Hoyland, Anson Helperl, Ben Fournell, Bodi Goodrich, and Matthew Pfeffer be appointed as Flagstaff County's Weed and Pest Inspectors for 2025, under Section 9 (1) of the Agricultural Pests Act and under Section 7 (1) of the Weed Control Act.



Report

TITLE: COMMITTEE REPORTS

Meeting: Council Meeting

Meeting Date: May 7, 2025

Summary

1. Flagstaff Regional Solid Waste Management Association – April 28, 2025 Minutes and Agenda
2. Flagstaff Regional Solid Waste Management Association – 2024 Financial Review

**Flagstaff Waste Regular Board Meeting
 April 28, 2025
 Sterling Room, Flagstaff County office
 Minutes**

1.0) Attendance

BOARD MEMBERS:

John Cole	Village of Loughheed
Elaine Fossen	Village of Forestburg
Larry Hiller	Flagstaff County
Kevin Kinzer	Town of Killam
Wade Kroening	Town of Hardisty
Brandon Martz	Village of Heisler
James Robertson	Town of Daysland
Stephen Wyse	Village of Alliance

REGRETS:

Stephen Levy	Town of Sedgewick
Janice McTavish	Village of Rosalind

STAFF:

Harriet Amundson	Staff
Murray Hampshire	Staff
Kevin Luntz	Executive Director

2.0) Call to Order

Chair E. Fossen called the meeting to order at 7:01 p.m. with a quorum.

3.0) Agenda

The proposed agenda was reviewed. Chair E. Fossen moved to add item 7.7) in camera session, to the agenda.

Resolution # 852/2025. Board member K. Kinzer moved to approve the amended agenda attached to and forming part of these minutes.

CARRIED

4.0) Delegations

Chair E. Fossen introduced new participants to the meeting, including new Executive Director Kevin Luntz, and representative for Gitzel & Co., Scott St. Arnaud. At this point, the meeting was turned over to S. St. Arnaud to present the annual financial review and audit findings. Mr. St. Arnaud presented the findings and answered several questions related to the audit.

Resolution # 853/2025. Board member W. Kroening moved to accept the 2024 Financial review as presented.

CARRIED

A short recess was called to allow the Board chair and Executive Director to sign various documents and reports related to the audit. Copies of documents were received, and Mr. St. Arnaud left the meeting.

Discussion ensued about one of the findings, re: the relatively dated engineering report upon which closure/post-closure calculations are based. Executive Director M. Hampshire provided information that the last time we did the engineering update (2019) the cost estimates were within 10% of the 2011 cost estimate adjusted for inflation. M. Hampshire pointed out that the engineering estimate contained a 20% contingency. There was considerable discussion about the current world financial uncertainty and potential impacts on costs (Inflation or Recession?).

Resolution # 854/2025. Chair E. Fossen summarized the discussion with a motion to delay the new engineering cost estimate for the next year or two of uncertainty, but to ensure we complete the new estimate before 10 years (i.e. 2029).

CARRIED

5.0) Adoption of Minutes

The minutes of March 24, 2025, regular meeting were reviewed.

Resolution # 855/2025. Board member J. Robertson moved to adopt the minutes of March 24, 2025, regular meeting, attached to and forming part of these minutes.

CARRIED

6.0) Reports

6.1) Operations update: Executive Director M. Hampshire provided operations update attached to and forming part of these minutes.

Resolution # 856/2025. Board member W. Kroening moved that the board accept the operations report as presented.

CARRIED

6.2) Financial Reports: Board members reviewed the March 31 profit & loss statement and the April 24, 2025, Cash Position Statement for review and discussion.

Resolution # 857/2025. Board member. Martz moved that the board accept the two Financial Reports as presented.

CARRIED

7.0) Business

7.1) EPR update. Executive Director M. Hampshire reviewed recent Environmental Liability issues between RMA insurance and Circular Materials. This insurance 'grab' will cost us about \$19,000 per year. General discussion about the environmental risk of the depot program we have already been running for 17 years without incidents.

Resolution # 858/2025. Board member W. Kroening moved that the Flagstaff Waste approve RMA quotation option 2 (\$18,270 per year with \$50,000 deductible)

CARRIED

7.2) GFL/Sunset Renewables Proposal. Executive Director provided a quick overview of a proposal brought forward by waste management company Good For Life (GFL). They are bidding on a tender to receive PPP materials within a large collection area, consolidate and load trucks and haul the material to a Material Recovery Facility (MRF) in Edmonton. The Flagstaff Waste landfill is central to this large collection area and GFL has proposed they would build a large building on our site, replace scales, and hire our equipment and staff to manage the facility on their behalf. There was much discussion about the impact of this service. The tender is scheduled to be offered in early summer, with preparation of site starting as soon as early fall.

Resolution # 859/2025. Chair E. Fossen moved that staff continue working with GFL and partners should they 'win' the tender. This is a novel business opportunity for Flagstaff Waste that will not impact the life of the landfill. CARRIED

7.3) Purchase of Burro Chassis – Budgeted. With US Tariffs and supply chain concerns Flagstaff initiated purchase investigation for the chassis for our new Burro. This is a very specific equipment (Class 5 with standard cab) which is very rare in western Canada. A proposal to purchase was presented.

Resolution # 860/2025. Board member W. Kroening moved that Flagstaff Waste approve the purchase of a 2024 Dodge Ram 5500 Tradesman at price of \$87,509 + gst, with intent to provide the 'Burro Apparatus' in mid-summer when manufactured. Total cost is estimated at \$177,509 + gst (14.5%) over budget, with funding entirely from Capital Reserves. CARRIED

7.4) Purchase of Roll-off Truck – Budgeted. A tender for 2025 roll off truck was let with two bids offered. The 2025 Peterbilt 548 with UHE roll-off hoist was over \$20,000 less than the comparable Freightliner with G&H Roll-off hoist.

Resolution #861/2025. Board member K. Kinzer moved that Flagstaff Waste approve the purchase of the 2025 Peterbilt 548 with UHE Roll-off hoist at total cost of \$298,650 + gst. The board further recognizes this cost is 14.9% over budget. Funding will be from Capital Reserves as needed. CARRIED

7.5) Hotsy car wash replacement – unbudgeted. The current hotsy, purchased new in 2003 requires major overhaul of motor and pump at cost of over \$4,500. Due to the age of the item, it is prudent to consider the cost of full replacement with a new Hotsy. The exact same model which has served us so well, is priced at \$12,874.26 + gst installed.

Resolution #862/2025. Board member Larry Hiller moved that Flagstaff Waste purchase a new Hotsy from Water Blast manufacturing at cost of \$12,874.26 + gst. Funding will be from general operating account. CARRIED

7.6) Signing Authorities. Now that executive director K. Luntz is on staff, it is necessary to approve his signing authority in the official minutes.

Resolution #863/2025. Board member B. Martz moved that Flagstaff Waste replace Resolution #810/2024 and authorize Executive Director K. Luntz, staff member M. Hampshire, Chair E. Fossen, Board member K. Kinzer and board member S. Levy as the signing authorities for Flagstaff Waste for all matters for the balance of the 2025 fiscal year. For cheques and online banking, any two of the five electronic signatures are required. CARRIED

7.7) Resolution #864/2025 Chair E. Fossen moved that the meeting go in-camera with all members in attendance except M. Hampshire at 8:40 p.m. CARRIED

Resolution #865/2025. Chair E. Fossen moved that the meeting return to a regular meeting at 9:00 p.m. CARRIED

8.0) Adjournment **Resolution # 866/2025.** Chair E. Fossen moved to adjourn the meeting at 9:05 p.m.

Next Meeting – May 26, 2025. 7:00 p.m. Sterling room, Flagstaff County

Chair

Executive Director

A community partnership providing high quality regional waste management services and optimizing value to consumers, the environment, and partners.

***Regular Board Meeting
April 28, 2025
Sterling Room, Flagstaff County
7:00 p.m.***

- 1) Attendance
- 2) Call to Order
- 3) Approval of Agenda
- 4) Delegation - Scott St. Arnaud, Gitzel & Co - Annual Financial Review - 2024
- 5) Adoption of Minutes of March 24, 2025, Regular Meeting
- 6) Reports
 - 6.1) Manager/Operations Update
 - 6.2) Financials
 - a) March 31, 2025 - Profit & Loss
 - b) April 24, 2025 - Cash Position
- 7) Business
 - 7.1) EPR Updates
 - 7.2) GFL Proposal
 - 7.3) New Burro purchase
 - 7.4) New Roll-off purchase
 - 7.5) Hotsy replacement
 - 7.6) Signing Authorities
 - 7.6)
- 8) Correspondence and Information
 - 7.1)
- 9) Adjournment

Next meeting: May 26, 2025 - 7:00 p.m.

DRAFT

**FLAGSTAFF REGIONAL SOLID WASTE
MANAGEMENT ASSOCIATION
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024**

**FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT
ASSOCIATION**

TABLE OF CONTENTS

AS AT DECEMBER 31, 2024

	Page
Managements' Responsibility for Financial Reporting	1
Independent Auditors' Report	2 - 3
Statement of Financial Position	4
Statement of Operations	5
Statement of Changes in Financial Assets (Debt)	6
Statement of Cash Flows	7
Schedule 1 - Changes in Accumulated Surplus	8
Notes to Financial Statements	9 – 17

DRAFT

MANAGEMENTS' RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Flagstaff Regional Solid Waste Management Association is responsible for the preparation, accuracy, objectivity and integrity of the accompanying financial statements and all other information contained within this Financial Report. Management believes that the financial statements present fairly the association's financial position as at December 31, 2024 and the results of its operations for the year then ended.

The financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The financial statements include certain amounts based on estimates and judgements. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the financial statements.

The association's board carries out its responsibilities for review of the financial statements principally through member meetings. They meet with management and the external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the board with and without the presence of management. The association's board has approved the financial statements.

The financial statements have been audited by Gitzel & Company, Chartered Professional Accountants, independent external auditors appointed by the association. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the association's financial statements.

Manager

Date

DRAFT

DRAFT

INDEPENDENT AUDITORS' REPORT

TO: The Members
Flagstaff Regional Solid Waste Management Association

Opinion

We have audited the financial statements of Flagstaff Regional Solid Waste Management Association, which comprise the statement of financial position as at December 31, 2024 and the statements of operations, changes in net financial assets (debt) and cash flows for the year then ended, and notes and schedules to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the association as at December 31, 2024, the results of its operations, change in its net financial assets (debt) and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter

A significant area requiring the use of management's estimates was the asset retirement obligation. Significant changes in the costs of closure and post closure care or in the inflation or discount rate assumptions, could result in changes to this liability amount or corresponding tangible capital assets.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the ability of the association to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the association's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of the auditors' report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Stettler, Alberta
April 28, 2025

CHARTERED PROFESSIONAL ACCOUNTANTS

DRAFT

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2024

DRAFT

	2024	2023
FINANCIAL ASSETS		
Cash and short-term investments (Note 3)	\$ 3,894,966	\$ 3,973,669
Accounts receivable	227,646	147,608
Due from related parties (Note 4)	623	45
Equity in Co-operatives	27,259	24,633
Long-term investments (Note 5)	<u>902,172</u>	<u>57,306</u>
	<u>5,052,666</u>	<u>4,203,261</u>
 LIABILITIES		
Accounts payable and accrued liabilities	279,159	209,122
GST payable	7,384	4,634
Asset retirement obligation (Note 6)	<u>2,177,998</u>	<u>2,140,008</u>
	<u>2,464,541</u>	<u>2,353,764</u>
 NET FINANCIAL ASSETS (DEBT)	<u>2,588,125</u>	<u>1,849,497</u>
 NON FINANCIAL ASSETS		
Tangible capital assets (Note 7)	1,442,187	1,679,275
Inventory	50,468	32,418
Prepaid expenses	<u>29,594</u>	<u>30,620</u>
	<u>1,522,249</u>	<u>1,742,313</u>
 ACCUMULATED SURPLUS (Schedule 1)	\$ <u>4,110,374</u>	\$ <u>3,591,810</u>

APPROVED ON BEHALF OF THE BOARD:

_____ Director

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2024

DRAFT

	Budget	2024	2023
REVENUE			
Commercial and contracts	\$ 1,120,000	\$ 1,324,260	\$ 1,207,142
Requisitions (Note 4)	1,340,000	1,340,000	1,340,000
Gain (loss) on disposal of assets	2,000	8,390	3,702
Interest	128,800	241,471	164,498
Other	3,100	3,331	3,187
	<u>2,593,900</u>	<u>2,917,452</u>	<u>2,718,529</u>
EXPENDITURES			
Advertising	4,400	4,055	4,453
Accretion (Note 6)	135,497	105,212	88,329
Amortization	300,000	293,416	286,702
Bad debts (recoveries)	-	708	14,400
Concrete grind	75,000	10,637	21,590
Engineering	20,000	13,763	4,079
Insurance	38,500	32,814	30,121
Interest & bank charges	5,600	8,761	6,599
Machinery - fuel	217,000	230,881	198,145
- repairs	180,900	237,815	169,932
Maintenance	26,500	17,713	17,721
Office	37,900	39,604	36,978
Pit Development	9,000	6,160	7,785
Professional fees	12,000	20,497	10,545
Recycling	7,500	18,290	5,176
Supplies	19,500	26,159	78,843
Telephone, freight & postage	24,200	22,338	20,336
Toxic round-up	9,500	161	6,289
Training	7,200	1,884	5,000
Travel & meetings	2,800	2,873	2,976
Utilities	24,000	17,508	17,404
Wages & benefits	<u>1,335,511</u>	<u>1,287,639</u>	<u>1,248,625</u>
	<u>2,492,508</u>	<u>2,398,888</u>	<u>2,282,028</u>
EXCESS OF REVENUES OVER EXPENDITURES	\$ <u>101,392</u>	518,564	436,501
ACCUMULATED SURPLUS - BEGINNING OF YEAR		<u>3,591,810</u>	<u>3,155,309</u>
ACCUMULATED SURPLUS - END OF YEAR		\$ <u>4,110,374</u>	\$ <u>3,591,810</u>

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

STATEMENT OF CHANGES IN FINANCIAL ASSETS (DEBT)

FOR THE YEAR ENDED DECEMBER 31, 2024

DRAFT

	2024	2023
EXCESS (SHORTFALL) OF REVENUES OVER EXPENDITURES	\$ <u>518,564</u>	\$ <u>436,501</u>
Acquisition of tangible capital assets	(62,818)	(220,163)
Proceeds on disposal of tangible capital assets	14,880	6,610
Amortization of tangible capital assets	293,416	286,702
Net (Gain) loss on sale of tangible capital assets	<u>(8,390)</u>	<u>(3,702)</u>
	<u>237,088</u>	<u>69,447</u>
Acquisition of supplies inventory	(30,287)	(32,418)
Use of supplies inventory	<u>12,237</u>	<u>50,808</u>
Net use (acquisition) of inventory	<u>(18,050)</u>	<u>18,390</u>
Acquisition of prepaid assets	(29,594)	(30,620)
Use of prepaid assets	<u>30,620</u>	<u>29,434</u>
Net use (acquisition) of prepaid assets	<u>1,026</u>	<u>(1,186)</u>
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	738,628	523,152
NET FINANCIAL ASSETS (DEBT) - BEGINNING OF YEAR	<u>1,849,497</u>	<u>1,326,345</u>
NET FINANCIAL ASSETS (DEBT) - END OF YEAR	\$ <u>2,588,125</u>	\$ <u>1,849,497</u>

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2024

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	2024	2023
OPERATING ACTIVITIES		
Excess of revenues over expenditures	\$ 518,564	\$ 436,501
Non-cash items included		
Amortization of tangible capital assets	293,416	286,702
(Gain) loss on disposal of tangible capital assets	(8,390)	(3,702)
Non-cash changes to operations (net change):		
Accounts receivable	(80,616)	65,724
Inventory	(18,050)	18,390
Prepaid expenses	1,026	(1,186)
Accounts payable and accrued liabilities	<u>72,787</u>	<u>(54,028)</u>
Net cash provided by (used in) operating activities	<u>778,737</u>	<u>748,401</u>
FINANCING ACTIVITIES		
Asset retirement obligation	<u>37,990</u>	<u>285,738</u>
Net cash provided by (used in) financing activities	<u>37,990</u>	<u>285,738</u>
INVESTING ACTIVITIES		
Change in restricted cash	98,368	(572,485)
Purchase of tangible capital assets	(62,818)	(220,163)
Purchase of long-term investments	(844,866)	(14,732)
Proceeds from sale of tangible capital assets	14,880	6,610
Change in equity in co-operatives	<u>(2,626)</u>	<u>(4,923)</u>
Net cash provided by (used in) investing activities	<u>(797,062)</u>	<u>(805,693)</u>
CHANGES IN CASH AND EQUIVALENTS DURING THE YEAR	19,665	228,446
CASH AND EQUIVALENTS – BEGINNING OF YEAR	<u>437,976</u>	<u>209,530</u>
CASH AND EQUIVALENTS – END OF YEAR	<u><u>457,641</u></u>	<u><u>437,976</u></u>
CASH AND CASH EQUIVALENTS IS MADE UP OF:		
Cash in bank	3,894,966	3,973,669
Less: restricted portion of cash (Note 3)	<u>(3,437,325)</u>	<u>(3,535,693)</u>
	\$ <u><u>457,641</u></u>	\$ <u><u>437,976</u></u>

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

SCHEDULE 1 – CHANGES IN ACCUMULATED SURPLUS

FOR THE YEAR ENDED DECEMBER 31, 2024



	2024				2023
	Unrestricted Net Assets	Contingency Fund	Equity in Tangible Capital Assets	Total	Total
BALANCE – BEGINNING OF YEAR	\$ 4,012,380	\$ 40,163	\$ (460,733)	\$ 3,591,810	\$ 3,155,309
Excess (deficiency) of revenue over expenditures	518,564	-	-	518,564	436,501
Tangible capital assets purchased	(62,818)	-	62,818	-	-
Proceeds on disposal of tangible capital assets	14,880	-	(14,880)	-	-
Annual amortization expense	293,416	-	(293,416)	-	-
Annual accretion expense	105,212	-	(105,212)	-	-
Change in discount rate on asset retirement obligations	(67,222)	-	67,222	-	-
Gain (loss) on disposal of tangible capital assets	(8,390)	-	8,390	-	-
Change in accumulated surplus	793,642	-	(275,078)	518,564	436,501
BALANCE – END OF YEAR	\$ 4,806,022	\$ 40,163	\$ (735,811)	\$ 4,110,374	\$ 3,591,810

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED DECEMBER 31, 2024****1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting and Auditing Board of the Chartered Professional Accountants of Canada.

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of significant accounting policies summarized below.

(a) Reporting Entity

The Flagstaff Regional Solid Waste Management Association is an unincorporated, public sector, non-profit organization that operates a landfill site and transfer stations on behalf of its member municipalities and is governed by the Code of Practices for Landfills. It is funded by requisitions paid by member municipalities and by charges billed to users. Its intended community of service is Sedgewick and surrounding areas. The association's activities are not taxable under the Income Tax Act.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting recognizes revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Significant areas requiring the use of management's estimates are the asset retirement obligation for post closure care and the amortization of the corresponding tangible capital assets. Significant changes in the costs or timing of post closure care or changes in discount rates could result in a change to this obligation. Estimated useful life of landfill cells are based on expected waste volumes. If volumes available vary from those estimated, tangible capital assets, asset retirement obligations and equity in capital assets will change.

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED DECEMBER 31, 2024****1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued****(c) Use of Estimates - Continued**

Amortization is based on the estimated useful lives of property and equipment. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known.

(d) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post – remediation including operation, maintenance and monitoring.

(e) Asset Retirement Obligations

Asset retirement obligations are legal obligations associated with the retirement of a tangible capital asset. A liability for an asset retirement obligation is recognized as an estimate of the amount required to retire a tangible capital asset at the financial statement date when there is a legal obligation for the association to incur retirement costs, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made.

The estimate of the liability includes all costs directly attributable to asset retirement activities, based on information available at year-end. These may include, but are not limited to, decommissioning or dismantling a tangible capital asset that was acquired, constructed or developed; remediation of contamination of a tangible capital asset created by its normal use; post-retirement activities such as monitoring; and constructing other tangible capital assets to perform post-retirement activities.

Pursuant to the Alberta Environmental Protection and Enhancement Act, the association is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover and landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The amount of the asset retirement obligation in relation to the closure and post-closure care was estimated based on a 2022 engineering report.

The estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods.

When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period.

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED DECEMBER 31, 2024****1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****(e) Asset retirement obligation – Continued**

At each financial reporting date, the association reviews the carrying amount of the liability. The association recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The association continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

(f) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) for the year.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to the acquisition, construction, development, improvement, betterment or retirement of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight line basis over the estimated useful life as follows:

	YEARS
Permanent Structures	50 years
Portable Structures	25 years
Fueling Station	15 years
Communication Systems	10 years
Weigh Scales	20 years
Office Equipment	5 years
Other Vehicles, Machinery & Equipment	10 years

(ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also recorded as revenue.

(iii) Inventories

Inventory is valued at the lower of cost and net realizable value with cost determined using the average cost method.

(g) Reserves for Future Expenditures

Reserves are established at the discretion of Board to set aside funds for future operating and capital expenditures. Transfers to and/or from operating reserves are reflected as an adjustment to the respective fund.

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED DECEMBER 31, 2024****1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****(h) Equity in Tangible Capital Assets**

Equity in tangible capital assets represents the association's remaining net investment in its total tangible capital assets after deducting the portion financed by third parties through debt or contributed by third parties.

(i) Contributions

Contributions are recorded using the deferral method. Restricted contributions related to expenses of future periods are deferred and recognized as revenue in the period in which the related expenses are incurred. All other contributions are reported as revenue of the current period.

(j) Revenue Recognition

The association recognizes revenue when it is realized or realizable and earned. The association considers revenue realized or realizable and earned when services have been provided to a customer, the price for the service is fixed or determinable and collection is reasonably assured.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered.

(k) Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand, accounts with banks and short term investment certificates.

(l) Long-term Investments

Long-term investments are recorded at cost and consist of investment certificates that have maturity dates that extend beyond the next fiscal year and co-operative membership shares.

(m) Pensions

Pension costs included in these statements comprise the cost of employer contributions for current service of employees during the year. The association participates in the Local Authorities Pension Plan.

(n) Financial Instruments

A financial instrument is any contract that gives rise to a financial asset of one party and a financial liability or equity instrument of another party.

FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

(n) Financial Instruments – Continued

Financial instruments of the association consist of cash, and short-term investments, accounts receivable, due from related parties, long-term investments and accounts payable. These financial instruments are measured at their carrying value since it is comparable to their fair values due to their short maturities.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of any write-down would be recognized in net income.

The association recognizes its transaction costs in net income in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

It is the policy of the association not to disclose fair value information on financial assets and liabilities for which fair value is not readily obtainable.

2. ACCOUNTING PRONOUNCEMENTS PUBLISHED BUT NOT YET ADOPTED

The following accounting standards have been issued by the Chartered Professional Accountants of Canada but are not yet effective. Management is currently evaluating the effect of adopting these standards on the financial statements.

(a) The Conceptual Framework for Financial Reporting in the Public Sector

The Conceptual Framework is a coherent set of interrelated concepts underlying accounting and financial reporting standards, prescribes the nature, function and limits of financial accounting and reporting, and is the foundation on which standards are developed and professional judgement is applied. Effective for the fiscal years beginning on or after April 1, 2026.

(b) Section PS 1202 – Financial Statement Presentation

This section sets out general and specific requirements for the presentation of information in general purpose financial statements. This new standard will effectively replace PS 1201 – Financial Statement Presentation. Effective for the fiscal years beginning on or after April 1, 2026.

– Financial Statement Presentation. Effective for the fiscal years beginning on or after April 1, 2026.

3. CASH AND SHORT-TERM INVESTMENTS

	2024	2023
Cash on hand	\$ 525	\$ 525
Accounts with bank	457,116	437,451
Investment certificates	<u>3,437,325</u>	<u>3,535,693</u>
	<u>\$ 3,894,966</u>	<u>\$ 3,973,669</u>

Investment certificates earn interest at rates from 3.75% to 4.75% and mature from March 2025 to November 2025. The association's bank account pays interest at 2.45%.

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FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

3. CASH AND SHORT-TERM INVESTMENTS – Continued

Included in cash are the following amounts:

Unrestricted cash	\$ 457,641	\$ 437,976
Cash held for contingency fund	40,163	40,163
Cash internally restricted for capital investments	1,425,163	1,365,680
Cash restricted for asset retirement obligation	<u>1,971,999</u>	<u>2,129,850</u>
	\$ <u>3,894,966</u>	\$ <u>3,973,669</u>

4. RELATED PARTY TRANSACTIONS AND ECONOMIC DEPENDENCE

At year end \$7 (2023 - \$4) was owing to related parties and \$623 (2023 - \$45) was receivable from related parties. The total amount received from related parties was \$37,330 (2023 - \$24,373) excluding requisitions.

The association relies on requisitions received from its member municipalities. Without these requisitions, the association's ability to operate would be questionable. During the year, the association received the following requisitions:

	2024	2023
Flagstaff County	\$ 513,983	\$ 515,307
Town of Daysland	147,652	147,789
Town of Hardisty	102,552	102,647
Town of Killam	164,217	163,498
Town of Sedgewick	136,132	135,535
Village of Alliance	31,065	31,094
Village of Forestburg	151,020	151,161
Village of Heisler	24,150	24,044
Village of Loughheed	40,249	40,073
Village of Rosalind	<u>28,980</u>	<u>28,852</u>
	\$ <u>1,340,000</u>	\$ <u>1,340,000</u>

Related party transactions are recorded at exchange amount with regular terms of payment.

5. LONG-TERM INVESTMENTS

	2024	2023
Co-operative membership shares	\$ 90,742	\$ 57,306
Investment certificates	<u>811,430</u>	<u>-</u>
	\$ <u>902,172</u>	\$ <u>57,306</u>

Investment certificates earn interest at rates from 3.5% to 4.0% and mature from July 2026 to September 2027. Included in investment certificates is \$508,565 restricted for capital investments and \$302,865 for asset retirement obligations.

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FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

6. ASSET RETIREMENT OBLIGATIONS

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance for a period of 25 years after the closure of the landfill. Landfills are not expected to reach full capacity until approximately 2058. Total capacity of the site is estimated at 617,728 cubic meters.

Cost for and the length of time until closure and post-closure care have been estimated by an engineering firm study conducted in 2019. Total closure and post closure costs were estimated at \$2,990,625 in 2019.

Undiscounted future cash flows expected for closure and post-closure costs in the year 2027 of \$795,101 for Phase I and in year 2058 of \$7,483,574 for Phase II. The estimated total liability of \$2,177,998 (2023 - \$2,140,008) is based on the sum of discounted future cash flows for closure and post-closure activities using a discount rate of 4.8 % (2023 – 4.75%) for Phase I and 5.09 % (2023 – 5%) for Phase II and assuming annual inflation of 3%.

	2024	2023
Balance, beginning of year	\$ 2,140,008	\$ 1,854,270
Change in estimated cash flows	(67,222)	197,409
Accretion expense	<u>105,212</u>	<u>88,329</u>
	<u>\$ 2,177,998</u>	<u>\$ 2,140,008</u>

Funds needed for post-closure are expected to be obtained through requisitions from member municipalities and increased landfill charges at the scale. Future costs may include drainage control, water quality and leachate monitoring and final cover and vegetation.

Reserves in the form of term deposits with the bank have been set aside to fund asset retirement obligations in the amount of \$2,274,863 (2023 - \$2,129,850).

7. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	2024	2023
Land	\$ 11,592	\$ -	\$ 11,592	\$ 11,592
Land improvements	402,458	210,595	191,863	265,417
Administration	204,145	140,586	63,559	52,670
Collections - Residential	357,450	270,746	86,704	113,048
- Bin services	3,147,714	2,594,053	553,661	656,332
Landfill	1,800,653	1,319,312	481,341	527,954
Recycling	310,653	280,885	29,768	36,214
Transfer sites	<u>403,380</u>	<u>379,681</u>	<u>23,699</u>	<u>16,048</u>
	<u>\$ 6,638,145</u>	<u>\$ 5,195,858</u>	<u>\$ 1,442,187</u>	<u>\$ 1,679,275</u>

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FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

8. EQUITY IN TANGIBLE CAPITAL ASSETS

	2024	2023
Tangible capital assets (Note 7)	\$ 1,442,187	\$ 1,679,275
Asset retirement obligations (Note 6)	<u>(2,177,998)</u>	<u>(2,140,008)</u>
	\$ <u>(735,811)</u>	\$ <u>(460,733)</u>

9. FINANCIAL INSTRUMENTS

The association is exposed to various risks through its financial instruments. The following analysis provides a measure of the association's risk exposure and concentrations at the balance sheet date.

Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. It is management's opinion that the association is not exposed to significant currency, interest rate or other price risk.

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The association is subject to normal industry credit risk with respect to trade and other receivables. Credit risk arises from the possibility that entities to which the association provides services may experience financial difficulty and be unable to fulfill their obligations. A significant portion of the association's accounts receivable is concentrated with one customer at December 31, 2024 - \$74,651. The carrying value of accounts receivable reflects management's assessment of credit risk.

Operating Lines of Credit

At December 31, 2024 the association had short-term credit card lines of credit aggregating \$10,000 (2023 - \$10,000) of which \$4,103 (2023 - \$3,789) had been drawn down. The credit cards bear interest at 19.99%.

Unless otherwise noted, the carrying value of the financial instruments approximates fair value.

10. LOCAL AUTHORITIES PENSION PLAN

Employees of the association participate in the Local Authorities Pension Plan (LAPP), which is covered by the Alberta Public Sector Pension Plans Act. The plan serves about 304,451 people and 444 employers. It is financed by employer and employee contributions and investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

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FLAGSTAFF REGIONAL SOLID WASTE MANAGEMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

10. LOCAL AUTHORITIES PENSION PLAN - Continued

The association is required to make current service contributions to the Plan of 8.45% of pensionable earnings up to the Canada Pension Plan Year's Maximum Pensionable Earnings and 12.23% for the excess. Employees of the association are required to make current service contributions of 7.45% of pensionable salary up to the year's maximum pensionable salary and 11.23% on pensionable salary above this amount.

Total current service contributions by the association to the plan in 2024 were \$82,115 (2023 - \$73,944). Total current service contributions by employees to the plan in 2024 were \$72,972 (2023 - \$65,830).

At December 31, 2023, the Plan disclosed an actuarial surplus of \$15.057 billion.

11. COMMITMENTS

The association is committed to the following payments subsequent to year end:

Machinery ordered	\$	518,175
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12. COMPARATIVE FIGURES

Certain 2023 comparative figures have been reclassified in order to conform with the financial statement presentation adopted for 2024.

13. BUDGET AMOUNTS

The budget was prepared by the association with the Board of Directors' approval. It is presented for information purposes only and has not been audited.

14. APPROVAL OF FINANCIAL STATEMENTS

The board and management have approved these financial statements.



Report

TITLE: CORRESPONDENCE ITEMS

Meeting: Council Meeting

Meeting Date: May 7, 2025

Summary

1. Alberta Municipal Affairs - Fire Training Program Grant Approval
2. Alberta Municipal Affairs to Town of Daysland – ACP grant declined
3. Iron Creek Museum – Appreciation for Financial Assistance
4. Natural Resources Conservation Board - Kroetsch RA23022 and RA23022A
5. Rural Municipalities of Alberta (RMA) – April 17, 2025 Contact Newsletter
6. Rural Municipalities of Alberta (RMA) – April 25, 2025 Contact Newsletter
7. Rural Municipalities of Alberta (RMA) District 5 – July 17, 2025 Golf Tournament
8. Rural Municipalities of Alberta (RMA) – Mature Asset Strategy
9. Rural Municipalities of Alberta (RMA) – Running for Municipal Office Campaign
10. Rural Municipalities of Alberta (RMA) – Analysis of Bill 50
11. Tanis Kolesar – Discover Aviation Day Appreciation

Recommendation

THAT the following items of correspondence be approved as presented:

1. Alberta Municipal Affairs - Fire Training Program Grant Approval
2. Alberta Municipal Affairs to Town of Daysland – ACP grant declined
3. Iron Creek Museum – Appreciation for Financial Assistance
4. Natural Resources Conservation Board - Kroetsch RA23022 and RA23022A
5. Rural Municipalities of Alberta (RMA) – April 17, 2025 Contact Newsletter
6. Rural Municipalities of Alberta (RMA) – April 25, 2025 Contact Newsletter
7. Rural Municipalities of Alberta (RMA) District 5 – July 17, 2025 Golf Tournament
8. Rural Municipalities of Alberta (RMA) – Mature Asset Strategy
9. Rural Municipalities of Alberta (RMA) – Running for Municipal Office Campaign
10. Rural Municipalities of Alberta (RMA) – Analysis of Bill 50
11. Tanis Kolesar – Discover Aviation Day Appreciation

From: Fire Comm <firecomm@gov.ab.ca>
Sent: April 23, 2025 9:20 AM
To: Donald Kroetch
Cc: Derek Homme; Derek Homme; Shelly Armstrong; Camrose@assembly.ab.ca
Subject: 2025 Fire Service Training Program Grant CGA
Attachments: CGA-Flagstaff Regional Emergency Services Society.pdf; 2025_2026_Schedule B_Grant Reporting Document.pdf; Flagstaff Regional AFS_Schedule A Appendix 2.pdf; 2025 Schedule A appendix 1.pdf

Importance: High

Hello,

Congratulations on your approval for the 2025 Fire Services Training Program Grant!

Please review the attached conditional grant agreement, confirm your organization's name and address, sign the document, and return it to firecomm@gov.ab.ca by May 5, 2025.

Once finalized by Municipal Affairs, the grant funds will be issued, and a signed copy returned to you.
For any questions, feel free to contact firecomm@gov.ab.ca

Sincerely,

Community & Technical Support
Technical and Corporate Services
Municipal Affairs
firecomm@gov.ab.ca



Classification: Protected A

CONDITIONAL GRANT AGREEMENT

ALBERTA MUNICIPAL AFFAIRS 2025 FIRE SERVICES TRAINING PROGRAM

BETWEEN:

HIS MAJESTY THE KING IN RIGHT OF ALBERTA
as represented by the Minister of Municipal Affairs
("the Minister")

-and-

Flagstaff Regional Emergency Services Society

whose address is
Box 92
Sedgewick, T0B 4C0
(the "Grant Recipient")

WHEREAS the Municipality plans to participate in or undertake a project to enhance the delivery of fire services training throughout the province and has applied to the Minister for a Conditional Grant in order to obtain financial assistance to carry out the project.

AND WHEREAS subject to clause 1a) of this Agreement, the Minister has approved the Municipality's application and has agreed to make a conditional grant to the Municipality pursuant to the Ministerial Grants Regulation.

The parties agree as follows:

1. The Minister shall:

- a) subject to the provisions of this Agreement, pay the Grant Recipient a one-time conditional grant of Twenty thousand nine hundred and forty Dollars (\$20940.00) (the "Grant") in order to carry out a project under the 2025 Fire Services Training Program.

The following course(s) were approved for funding, and constitute the Project for the purposes of this Agreement ("the Project");

- QTEC 210 Vehicle Extrication
- QTEC 102 Introduction to Firefighting
- QTEC 103 Water Supply

- b) provide the Grant by lump sum payment to the Grant Recipient after receipt of the signed Agreement;
- c) have the right to conduct an evaluation or audit of the Project at any time; and
- d) have the right to publish and distribute any report submitted by the Grant Recipient to the Minister on the Project.

2. The Grant Recipient shall:

- a) carry out the Project without material alteration, as set out in the grant application, attached as Schedule "A" and forming part of this Agreement;
- b) complete the Project and use the Grant by May 31, 2026;
- c) use the entire amount of the Grant for the purpose of carrying out the Project;
- d) pay any additional costs required to complete the Project if the total costs exceed the Grant;
- e) not use any part of the Grant to pay for training carried out or materials obtained before this Agreement came into effect;
- f) only use the allocated amounts for the purpose of carrying out the specific components identified in 1a) above;
- g) submit the Reporting Document, attached as Schedule "B", by July 31, 2026 to certify that the funds were used for the Project and within the time limit specified in 2b);
- h) conduct the Project in accordance with all applicable laws and regulations, and where applicable, the training standards of the National Fire Protection Association;
- i) ensure that all personnel involved with the Project are suitably qualified; and
- j) repay the Government of Alberta all or any portions of the Grant demanded by the Minister in the event of any noncompliance with this Agreement by the Grant Recipient, or if the eligible costs of the Project are less than the amount of the Grant.

3. The Grant Recipient represents and warrants to the Minister that the execution of this Agreement has been duly and validly authorized by the Grant Recipient in accordance with all applicable laws.
4. If the Grant Recipient does not meet all of its obligations under this Agreement or uses the Grant or any portion of it for any unauthorized purpose, the Minister will notify the Grant Recipient of such breach in writing and the Grant Recipient will have twenty (20) days to remedy such breach. If, in the opinion of the Minister, the Grant Recipient does not remedy the breach, the Minister may terminate the Agreement without further notice to the Grant Recipient and demand the immediate return of the Grant, or such lesser amount as the Minister may determine, to the Government of Alberta.
5. The Minister may terminate this Agreement for any reason by notifying the Grant Recipient in writing upon sixty (60) days' notice. Upon receipt of the notice of termination, the Grant Recipient shall only use the Grant to pay reasonable wind-down costs and committed expenses related to the Project. Immediately upon termination of this Agreement, the Grant Recipient shall refund to the Government of Alberta any unexpended portion of the Grant and any amounts expended for purposes other than those specified in this Agreement.
6.
 - a) This Agreement shall come into effect on the date that the Minister or his representative signs this Agreement.
 - b) This Agreement shall cease to be in effect on the date that all provisions of this Agreement have been met by the Grant Recipient, unless terminated earlier by the Minister in accordance with this Agreement.
7. Amendments to this Agreement, including changes to Schedule "A", may be necessary from time to time and may be initiated by either the Minister or the Grant Recipient in writing and shall be agreed upon by both parties.
8. The Grant Recipient acknowledges that the *Freedom of Information and Protection of Privacy Act* (FOIP), as amended or replaced from time to time applies to data, information and reports submitted to the Minister. This Act allows any person a right of access to records in the custody or under the control of a public body, subject to limited and specific exceptions.
9. The Grant Recipient will indemnify and hold harmless the Minister, his employees, servants and agents against any claim, demand, action, suit or proceeding that may at any time be brought against the Minister, his employees, servants, or agents arising out of the use of the Grant or the performance or non-performance of this Agreement.
10. This Agreement, including Schedule "A" and Schedule "B" is the entire agreement between the Minister and the Grant Recipient with respect to the Grant from the Minister for this

Project. There are no other agreements, representations, warranties, terms, conditions, or commitments except as expressed in this Agreement.

11. The following clauses shall survive conclusion or termination of this Agreement:
 - a) FOIP – Clause 8
 - b) Indemnity – Clause 9
 - c) Entire Agreement – Clause 10
12. This Agreement shall not be assigned without the express written consent of the Minister.
13. The rights, remedies and privileges of the Minister under this Agreement are cumulative and any one or more may be exercised.
14. Any notice under this Agreement shall be deemed to be given to the other party if in writing and personally delivered, sent by prepaid registered mail, sent by facsimile transmission, or emailed to the addresses as follows:

The Minister

c/o Contract & Grant Administrator
Technical and Corporate Services Division
Alberta Municipal Affairs
16th Floor Commerce Place
10155 – 102 Street
Edmonton, Alberta T5J 4L4

Email: firecomm@gov.ab.ca

The Grant Recipient

Flagstaff Regional Emergency Services Society
Box 92
Sedgewick, T0B 4C0
dhomme@flagstaff-ress.org
15. This Agreement is binding upon the parties and their successors.
16. The parties agree that this Agreement will be governed by the laws of the Province of Alberta.
17. If any portion of this Agreement is deemed to be illegal or invalid, then that portion shall be deemed to have been severed from the remainder of this Agreement and the remainder of this Agreement shall be enforceable.

18. In the event of any conflict between the terms of this Agreement, the conflict shall be resolved according to the following order of priority: the Clauses of this Agreement and Schedule "A".

The parties have therefore executed this Agreement, each by its duly authorized representative(s), on the respective dates shown below.

His Majesty the King in Right of Alberta
as represented by the Minister of
Municipal Affairs
Per:

Flagstaff Regional Emergency Services
Society
Per:

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

Schedule A

Performance of the Project

The Grant Recipient shall perform the training courses as described in the Grant Guidelines which is attached as Appendix 1 to this Schedule "A", and as described in the Grant Application which is attached as Appendix 2. Appendices 1 and 2 form part of this Schedule "A".

Schedule "B"

Reporting


The Grant Recipient shall complete the Reporting Document which is attached as Schedule "B" within one month of the Project Completion Date.



Fire Services Training Program

2025 Grant Application Guidelines





Submission deadline	4
Goal	4
Objective	4
Key outcomes.....	4
Eligibility	4
Program outcomes and criteria	5
Eligible budget requirements	5
Funding	6
Evaluation process	7
Reporting requirements.....	7
Important dates	8
Contact.....	8



Submission deadline

September 30, 2024

Goal

Alberta's community fire services are aligned with community needs.

Objective

Funding is available to assist Alberta communities in ensuring their local fire services can access training to respond safely and effectively to identified community risks.

Key outcomes

- Public safety is preserved in Alberta.
- Community risks are being effectively managed by local authorities.
- Firefighters can receive training aligned with best practices.

Eligibility

Applicants MUST represent one of the following:

- Alberta municipalities, including municipal corporations and regional services commissions;
- Metis Settlements in Alberta;
- First Nations communities in Alberta; or
- partnerships of the above or partnership with a municipality as the primary applicant.

Ineligible entities include:

- individuals;
- for-profit businesses/corporations; and
- entities with overdue Fire Services Training Program grant requirements from a previous year.

Program outcomes and criteria

Applications will be **evaluated** and **prioritized** using the following criteria:

	Outcome	Criteria
Strategic Focus of Training Application Section 2.0	Community risks are being effectively managed by local authorities.	Training aligns with the specific needs of the community and its identified fire risks or alignment to the community risk assessment.
Quality of Training Application Section 3.0	Firefighters can receive training aligned with best practices.	Training is based on industry best practices and/or curriculum. Instructors and evaluators are qualified and experienced.
Completeness of Application All Application Sections	Training request is clear and complete.	Training application information is legible and provides information necessary to fully assess eligibility.

Eligible budget requirements

Detailed course and budget information must be included with your application.

See Appendix A: Course Details and Estimated Cost of Training template in the application form for more information.

The following costs are **ineligible and should not be included** in your budget:

- Capital or equipment purchases, repairs, upgrading, or maintenance.
- Wages, stipends, or honoraria for students
 - * *Reasonable costs for student meals are eligible for grant funding. Please contact the Grant and Contract Administrator if you have any questions.*
- Training delivered outside of Alberta.
- Training completed prior to receiving approval from the Minister of Municipal Affairs.
- Incident Command System training.
- Rental of classrooms and equipment already owned by the applicant.

Funding

The grant is meant to supplement training costs. Organizations may only receive a portion of the requested grant amount and are expected to make up the difference in the training costs.

- In 2025, the Fire Services Training Program has \$500,000 in total grant funding to distribute to successful applicant organizations.
- Distribution of funds is dependent on the relative scoring of approved applications and the total number of applications received. Successful applicants will receive a lump-sum payment as part of a Conditional Grant Agreement (CGA) signed between the Minister of Municipal Affairs and the organization.
- Total grant amounts will depend on the applications received and the evaluation scores of each application. In previous years, the maximum grant awarded to any one application was approximately \$10,000. Note that essential training will be given priority in the evaluation process.
- Unused grant funds must be returned to Municipal Affairs.

What is the purpose of the funding?

- The funding is intended to supplement training costs, not necessarily cover the full cost of training. The organization applying for funds is responsible for covering any additional training costs.
- Applicants can request funding for multiple courses on a single application.

What does the CGA involve?

- The CGA is a formal agreement between the Minister of Municipal Affairs and the organization receiving funds. The terms of the CGA agreement ensure that the grant is used for approved purposes only, that the organization is eligible for the grant, and that all reporting and accountability requirements are clearly understood.
- The CGA allows the Minister to audit any grant.

What requirements must I comply with to receive funds?

- Applicants must complete and submit an application form by September 30, 2024. Successful applicants will sign a conditional grant agreement (CGA).
- When a First Nation is the successful applicant, they must submit a Band Council Resolution along with the signed CGA prior to receipt of funding.
- Training can only start after the Minister (or delegated representative) signs the CGA.

What does “entities with overdue Fire Services Training Program grant requirements from a previous year” mean?

- An entity received funds in a previous year but has not completed and submitted the required reporting documents; or
- An entity has not returned unused funds.

What if I am collaborating with another organization?

- If organizations choose to collaborate, the organizations must designate one organization to apply for the grant and function as the project manager/grant administrator.
- The project manager/grant administrator is responsible for all administrative requirements of the program, such as submitting the grant application, gathering signatures from the applying organization for a CGA with the Government of Alberta to manage grant funds, and completing the required reporting documents at

the end of the grant period.

Evaluation process

How will my application be evaluated?

- Applications will be evaluated and prioritized for funding based on the following program outcomes and criteria:
- alignment with strategic focus of training;
- quality of training; and
- overall completeness of application.

How will I know if my application is successful?

- Applicants will be notified before March 31, 2025, whether their application was successful or unsuccessful, and the total amount of funding to be provided.
- Decisions are communicated to organizations by the Minister and posted to the Government of Alberta website.

What if I disagree with the decision on my application?

- The Minister's decisions regarding grant funding are final.

Reporting requirements

What happens if the scope of the training changes or I need to change the approved course(s)?

- Email firecomm@gov.ab.ca and request an extension/ course change form.
- All amendment requests must be submitted by April 1, 2026, to provide time for review and processing before the grant expiry date.

What information do I need to provide to report on the usage of the grant funds?

As part of the reporting requirements, you need to submit:

- evidence that the total grant received was used in accordance with the CGA;
- a description of the training undertaken, including a list of all students who received training.
- receipts and invoices for all costs paid for by the grant funds.
- certification that the organization did not use any portion of the grant to conduct training before the original CGA was signed by the Minister of Municipal Affairs; and
- confirmation that training is completed by May 31, 2026, or by the completion date as stated in an amended CGA.

Important dates

Application due date	September 30, 2024
Last date to request course changes/date extensions	April 1, 2026
Last date for course completion	May 31, 2026
Reporting documents due	July 31, 2026

Course dates must be between the date of Minister of Municipal Affairs' approval of the Conditional Grant Agreement (target April 1, 2025, to May 31, 2026)

Contact

For more information or inquiries about the grant application, please contact:

Grant and Contract Administrator
Technical and Corporate Services Division
Municipal Affairs

Email: firecomm@gov.ab.ca
Phone (toll-free): 1-866-421-6929



Fire Services Training Program

2025 Grant Application

Submission Deadline: September 30, 2024



Application checklist

Please use the following checklists to ensure your application is complete when you submit it.
Incomplete applications will not be considered.

Mandatory Requirements:

- All relevant sections are complete and legible.
- Identified alignment with strategic focus of training initiative.
- Proposed training occurs after the date that the Minister of Municipal Affairs signs the Conditional Grant Agreement (i.e., training should occur between April 1, 2025, and May 31, 2026).
- “APPENDIX A: Estimated Cost of Training” is completed for each course.
- The application is signed by the Duly Authorized Signing Officer or Band Manager.

Each training course must meet expectations or standards in the following areas which may be verified by a post-grant audit as outlined in the Conditional Grant Agreement.

- Adherence to current industry standard curriculum.
- Student prerequisites completed prior to start of course.
- Student/instructor ratio.
- Qualification and experience of instructors and evaluators.
- Establishment of a safety plan completed by the lead instructor prior to the course start based on Alberta’s *Occupational Health and Safety Act*.

Contact

Email or mail the completed and signed application, along with your budget and supporting documents, by September 30, 2024.

Grant & Contract Administrator
Technical and Corporate Services Division
Alberta Municipal Affairs
16th floor, Commerce Place
10155 - 102 Street NW
Edmonton AB T5J 4L4
Email: firecomm@gov.ab.ca
Phone: 1-866-421-6929

Goal

Alberta's community fire services are aligned with community needs.

Objective

Funding is available to assist Alberta communities in ensuring their local fire services can access training to respond safely and effectively to identified community risks.

Key outcomes

- Public safety is preserved in Alberta.
- Community risks are being effectively managed by local authorities.
- Firefighters can receive training aligned with best practices.

Eligibility

Applicants **MUST** represent one of the following:

- Alberta municipalities, including municipal corporations and regional services commissions;
- Metis Settlements in Alberta;
- First Nations communities in Alberta; or
- partnerships of the above or partnership with a municipality as the primary applicant.

1. Applicant Information

Any change in contact information during the application process must be reported to our office.

1.1	Name of fire service	Flagstaff Regional Emergency Services
1.2	Staffing structure of your fire service (Check which best applies)	<input type="checkbox"/> Volunteer (i.e., no remuneration during fire service response) <input checked="" type="checkbox"/> Paid On-call (i.e., paid only during fire service response) <input type="checkbox"/> Composite (i.e., mix of volunteer, paid on-call, or salaried) <input type="checkbox"/> Career (i.e., salaried employee)
1.3	Legal name of entity (Legal name of Municipality, Regional Organization, Metis Settlement or First Nation)	Flagstaff Regional Emergency Services Society (All within Flagstaff County)
1.4	Mailing address of entity (Municipality, Regional Organization, Metis Settlement or First Nation)	Box 92 Sedgewick, AB T0B 4C0
1.5	Contact name and title (Contact information will be used for administrative purposes)	Derek Homme-Regional Fire Chief
1.6	Contact phone number	587-218-9111
1.7	Contact email address	dhomme@flagstaff-ress.org

2. Strategic Focus of Training

Please describe the strategic focus of the training.

- Explain how training aligns with the specific needs of the community and its identified fire risk or alignment to the community risk assessment.
- You may also include additional supporting documentation from the community (e.g., relevant excerpts from broader community initiatives, letters of collaboration).

Our Regional Society is a partnership between Flagstaff County and the Towns/Villages within. We are operating 8 Fire Stations with the goal of collaboration of resources, leadership, and training to be able to grow and provide exceptional emergency services to all residents of Flagstaff.

Our Firefighters are all volunteer's, and the success of the organization is measured in part by the region's ability to train the departments to the standards of the fire service industry.

Attached master agreement outlines the commitment of the municipalities to ensuring the sustainability of the fire services in the region.

The region has experienced a downturn in overall population, and a number of the experienced firefighters have now retired. Recruitment of new members will be a focus for 2024 and beyond, and they will all need training. Introductory fire courses will set the framework for them to be able to respond safely while they gain experience with the department.

The other need in the region is for a greater number of members being trained for MVC response. There are 3 stations that have extrication equipment and are called on for response throughout the region. The nearest halls will respond with their crew, however the emphasis for them may not have been with the Q210 (S1100) training in the past. Having this knowledge will allow them to prepare for the rescue truck arrival/staging as well as to respond professionally.

3. Quality of Training (course details and budget)

3.1 Total amount of grant funding requested for all courses: \$20,940

Provide necessary program budget details by completing Appendix A: Course Details and Estimated Cost of Training template for each course requested.

3.2 Course Priorities

If you are requesting funding for more than one training course, please identify your top three course priorities.

1. Vehicle Extrication
2. Introduction to Firefighting
3. Water Supply

3.3 Ineligible costs

The following costs are ineligible and should not be included in your budget:

- Capital or equipment purchases, repairs, upgrading, or maintenance.
- Wages, stipends, or honoraria for students.*

** Reasonable costs for student meals and transportation can be claimed. Please contact the Grant & Contract Administrator if you have questions.*

- Training delivered outside of Alberta.
- Training completed prior to receiving the approval of the Minister of Municipal Affairs.
- Incident Command System training.
- Rental of classrooms and equipment already owned by the applicant.

4. Certification of Application

Derek Homme

I, _____ (applicant name), certify that the information contained in this application form is correct, that all Fire Services Training Program (FSTP) funds will be used in accordance with the FSTP Guidelines, and that the allocated grant amount will be applied in the year(s) and manner described in this application once approved by the Minister of Municipal Affairs.

Duly Appointed Signing Officer or Band Manager

Derek Homme

Signature

Derek Homme

Print Name

Regional Fire Chief

Title

Spet 24, 2024

Date

The personal information in this form is being collected under section 33(c) of the Freedom of Information and Protection of Privacy Act to administer the Fire Services Training Program. If you have any questions regarding the collection of this information, please contact the Grant & Contract Administrator, Technical and Corporate Services, 16th floor, 10155 – 102 Street NW, Edmonton, AB T5J 4L4, Email: firecomm@gov.ab.ca.

Appendix A

Course Details and Estimated Cost of Training

Course Name	Name of Instructor or Business to be contracted	Estimated Start Date	Estimated Completion Date	Other Fire Services Involved (Yes/No)	# of Students	Costs						
						Facility Rental	Certification	Training Materials	Instructor/ Evaluator	Student	Other	Total Course Cost
<i>Example: NFPA 1001 Level 1</i>	<i>Joe Smith</i>	<i>5/13/2025</i>	<i>7/15/2026</i>	<i>Yes</i>	<i>20</i>	<i>\$3,000</i>	<i>\$500</i>	<i>\$1,500</i>	<i>\$5,000</i>	<i>\$500</i>	<i>\$1,000</i>	<i>\$11,500</i>
QTEC 210	Joe Knievel	4/15/2025	5/15/2025	no	12		\$1680		\$4800	\$500		\$6980
QTEC 102	Cory Spenser	11/01/2025	11/30/2025	no	12		\$1680		\$4800	\$500		\$6980
QTEC 103	Joe Knievel	01/04/2026	30/04/2026	no	12		\$1680		\$4800	\$500		\$6980
Total Amount Requested for All Courses												\$20,940

- Courses must be between the date of Minister's approval of the Conditional Grant Agreement (target April 1, 2025, to May 31, 2026).
- Grant money can be used to pay for costs associated with instructor travel, accommodation, and meals.
- Grant money can be used to cover reasonable costs for student transportation to and from training, and for light refreshments during training activities. For more information, please contact the Grant & Contract Administrator.
- Maintain a cost breakdown by expense type for reporting purposes such as wages/honoraria, accommodations, mileage, and meals.

Fire Services Training Program

Grant Reporting Document

2025/2026



Submission

Deadline to submit reporting documents is **July 31, 2026**.

Complete all mandatory sections of this document and submit the signed grant reporting package via mail or email to:

Contract & Grant Administrator
Technical and Corporate Services
Alberta Municipal Affairs
16th Floor, Commerce Place
10155 – 102 Street
Edmonton, AB T5J 4L4
firecomm@gov.ab.ca

Questions

Please contact the Grant Administrator with any questions you may have when completing the reporting document.

1-866-421-6929 or firecomm@gov.ab.ca

Legal Statement

The personal information in this form is being collected under section 33(c) of the *Freedom of Information and Protection Act* for the purpose of administering the Fire Services Training Program. If you have any questions regarding the collection of this information, please contact the Grant Administrator.

Information

Legal name of entity	
Contact name	
Contact phone number	
Contact email address	

Statement of Funding and Expenditures

All courses listed on this statement must be included on your Conditional Grant Agreement (CGA) or have been approved through an amendment.

Name of Training Course	Course Expense
Sum of all course expenses	
Total grant amount received	
Unused portion of grant (if any)	

Please return any unused portion of the 2025/2026 grant to the address below. Cheques are to be issued to "Government of Alberta" and mailed to:

Contract & Grant Administrator
 Technical and Corporate Services
 Alberta Municipal Affairs
 16th Floor, Commerce Place
 10155 – 102 Street
 Edmonton, AB. T5J 4L4

Supporting Documents

The following supporting documents must be included for each course listed above.

- List of course attendees
- Receipts, invoices

Reporting on Results

If there were variances from the expected results to the actual results achieved, please explain.

Program Evaluation (optional)

Please provide any comments or suggestions you feel will help improve the program in meeting your community needs.

Certification

I certify that the following information is true and correct:

- All information contained in the Statement of Funding and Expenditures is a true and correct representation of actual funding and expenditures and this information complies with the Guidelines for this grant program.
- All non-sharable costs defined for this program have been deducted from the total cost or otherwise excluded from the amounts identified as Net Eligible Project Cost
- The entire grant (plus any income earned, if applicable) was used for the purpose(s) stated in the Conditional Grant Agreement, without material alteration, as signed by the Minister of Municipal Affairs or their delegate.
- The grant (plus any income earned, if applicable) was expended and the work was completed by the date stated in the Conditional Grant Agreement.
- In all respects, the information in this statement complies with the terms of the current Program Agreement between Municipal Affairs and the Municipality or Organization.

Duly Appointed Signing Officer or
Band Manager

Fire Chief, Regional Training Officer or
Delegate

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

AR117248

March 31, 2025

Jody Quickstad
Chief Administrative Officer
Town of Daysland
PO Box 610
Daysland AB T0B 1A0

Dear Jody Quickstad:

Subject: 2024/25 Alberta Community Partnership – Intermunicipal Collaboration Application

Thank you for your grant application under the Intermunicipal Collaboration component of the 2024/25 Alberta Community Partnership (ACP) program.

Your application was reviewed and screened against publicly available criteria in accordance with program guidelines. On behalf of the Minister, I regret to advise the following application has been declined:

- Regional Land Use and Cemetery Asset Management Strategy – \$200,000

The program received significant interest and a high volume of applications. Due to the highly competitive nature of the selection process, not all projects could be funded.

If you have any additional questions regarding your application, please contact Ryan Barber, Manager, Provincial Regional and Operating Programs, toll-free by first dialing 310-0000, then 780-422-8755, or at acp.grants@gov.ab.ca.

The ministry recognizes the cooperative efforts being taken throughout Alberta to build stronger communities. I look forward to working in partnership with you on other endeavours through our grant programs.

Sincerely,



Brandy Cox
Deputy Minister

cc: Honourable Ric McIver, Minister of Municipal Affairs

Iron Creek Museum
Box 312
Lougheed, AB T0B 2V0

April 16, 2025

Flagstaff County
Box 358
Sedgewick, AB T0B 4C0

Dear Council,

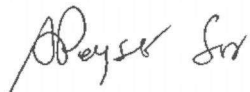
The Board for the Iron Creek Museum held its first meeting of the year on March 26, 2025, and wishes to extend sincere appreciation for the financial assistance Flagstaff County has given to this restoration project of the Sons of Norway log hall.

This project will be started as soon as the weather is suitable. The Board has accepted the quote from Tall Timber Log Home Restoration for \$117,540.

The Board was pleased to receive approval from the Alberta government for an application under the Community Facility Enhancement Program, and that funding of \$58,000 has been received.

Thank you! This restoration project is significant for Iron Creek Museum and will allow the history of our rural area to remain in place for years to come!

Regards,

A handwritten signature in dark ink, appearing to read "Blaine Davidson".

The Board, Iron Creek Museum
President Blaine Davidson, Vice-President Janet Niehaus
Secretary-Treasurer Gwenda Poyser

/gp

In the matter of a written Review by
the Natural Resources Conservation Board
under section 25 of the *Agricultural Operation Practices
Act*, RSA 2000, c A-7
of decisions by an Approval Officer set out in
Decision Summaries RA23022 and RA23022A

SUBMISSIONS OF NRCB FIELD SERVICES

On behalf of NRCB Field Services:

Fiona N. Vance
Chief Legal Officer – Operations
4th Floor Sterling Place
9940 – 106 Street
Edmonton, AB T5K 2N2
780-999-3197
Fiona.Vance@nrcb.ca

INTRODUCTION

1. This submission is provided on behalf of the Approval Officer and NRCB Field Services. In its letter dated April 8, 2025, the NRCB Board required answers to four specific questions, which are reproduced and responded to below.

Question 1

What evidence does the NRCB accept as proof that the construction condition requiring a minimum distance of 1 metre from the bottom of the catch basin to the water table at the time of construction has been met?

2. The conditions in Approval RA23022 are:

5. The co-permit holders shall immediately cease construction of catch basin 1, and contact the NRCB if the water table is observed to be one metre or less from the bottom of the liner of the catch basin.

...

9. The co-permit holders shall immediately cease construction of catch basin 2 and contact the NRCB if the water table is observed to be one metre or less from the bottom of the liner of the catch basin.

3. To meet the conditions, the co-permit holders only need to cease construction and contact the NRCB. The requirement for 1 metre between the bottom of the liner and the water table “at the time of construction” is legislated at section 9(3)(a) of the *Standards and Administration Regulation* under AOPA.

4. After construction, Approval RA23022 requires a construction completion report from a qualified third party (conditions 4 & 8). A qualified third party confirming the depth to water table in that report is acceptable.

Question 2

Is there a requirement for this Operator to install geotextile, or to do any other mitigative measures, to ensure that a potential rise in the water table does not negatively impact the integrity and function of the catch basins? Please explain why or why not.

5. Neither Approval RA23022 nor Approval RA23022A require geotextile or any other mitigative measures.

6. AOPA requires a liner that meets section 9 of the *Standards and Administration Regulation*. On occasion, the integrity and function of a catch basin may be the subject of compliance or enforcement action by an NRCB inspector.

7. A geotextile does not add protection in relation to the water table, or to leaking from the catch basin. A geotextile protects the liner itself. Sometimes if there is, for example, a rocky subsurface or lots of gravel, an approval officer may require something like a geotextile.

8. It may be worth noting that, in Technical Document RA23022, the Envirowest engineering report (March 21, 2024) found that the pen area has a naturally occurring protective layer (part 3.1 pdf p 68/97). The report later concludes that the “native soils in the area of the proposed catch basins were found to provide sufficient protection for use as a natural barrier however, it is not found to be feasible to construct a catch basin using a natural barrier.” (TD RA23022 p 69/97) The report concluded that the catch basin requires a liner for practical purposes since, to use a protective layer, catch basin volume depth could be only 0.7m.

Question 3

Have NRCB personnel inspected the site since the Operator informed the approval officer on September 10, 2024, about preliminary trenching work that discovered a higher than expected water table? Please include inspection dates, findings, and provide the Board with evidence including (as applicable) any compliance measures taken, and confirmation of construction in accordance with the terms and conditions of the permit.

9. Since September 10, 2024, the approval officer has visited the site once, on January 29, 2025. This was a visit, not a formal site inspection.

10. On January 29, 2025, the approval officer met with the operator on site a couple of days prior to issuing Approval Amendment RA23022A. She observed the site under construction. About half the pens were built with no cattle in the pens.

11. The NRCB inspector on the file has not been out to this site at all yet.

12. The NRCB has not done a post-construction inspection on any parts of the permitted operation, and the operator has not requested a post-construction inspection.

Question 4

Please comment on the assertion that the feedlot is built and has been populated with cattle.

13. See the response to Question 3, above. The operator has provided some information, in their April 9, 2025 covering e-mail to the submission dated March 11, 2025.

RESPECTFULLY SUBMITTED THIS 22nd DAY OF APRIL, 2025

Fiona N. Vance

Chief Legal Officer – Operations

Natural Resources Conservation Board



FEATURED:

Investing in Alberta Fire Weather Network

The Government of Alberta is providing a \$900,000 boost to the Alberta fire weather network to upgrade equipment, protect at-risk communities, and improve wildfire response.

[Learn more...](#)

MEMBER BULLETINS

Member bulletins are posted to RMAAlberta.com regularly each week. Below is a list of all the member bulletins compiled from the past week.

Consultation on Upper Smoky Sub-Regional Plan

The Ministry of Environment and Protected Areas is gathering feedback to help inform the completion of the Upper Smoky Sub-Regional Plan.

[Learn more...](#)



AGRICULTURE UPDATE

**Moisture Situation Update -
March 20, 2025**

JOB POSTINGS

Canoe Procurement Group of
Canada

Supplier Development



The RMA shares legislative updates during the times of the year when the legislature is sitting. This is our update for **the week of April 14 to 17, 2025.**

REMINDERS

Registration Now Open for Running for Municipal Office Campaign Webinars

As part of RMA and ABmunis' joint educational campaign, the associations are offering 20 live webinars to provide prospective candidates with the opportunity to learn more about running for municipal office.

[Learn more...](#)

Government of Alberta Introduces Bill 50: Municipal Affairs Statutes Amendment Act, 2025

Bill 50, the ***Municipal Affairs Statutes Amendment Act, 2025***, proposes changes to numerous key municipal processes.

[Learn more...](#)

Government of Alberta's Provincial Priorities Act Takes Effect

This legislation establishes a new framework for municipalities and designated municipal entities when entering, altering, or renewing agreements with the federal government.

Manager

Town of Morinville
Manager, Infrastructure Services

Kneehill County
Shop Foreman

Regional Municipality of Wood Buffalo
Legislative Officer

Strathcona County
Planning and Development Technologist

City of Leduc
Aquatic Operations Coordinator

Athabasca County
Community Peace Officer (CPO 1)

Town of Diamond Valley
Finance Clerk

[VIEW OUR JOB BOARD](#)

**LOOKING FOR
INFORMATION FROM
A PREVIOUS ISSUE?**

View our **Contact newsletter archive** or our **member bulletin archive**.

Learn more about the key issues facing rural Alberta by reading our **position statements**.

[Learn more...](#)

[Forward to friend](#)

Government of Alberta Expanding OHS Proactive Inspection Program

[Share on Twitter](#)

Effective April 1, 2025, the OHS Proactive Inspection Program has been expanded to include counties/municipal districts, towns, and villages.

[Share on Facebook](#)

[Learn more...](#)

RMA Seeking Nominees to Participate on Safety Codes Council Building Sub-Council

RMA is seeking nominees to participate on the Safety Codes Council Building Sub-Council. Those considered for nomination should be actively engaged in the safety codes system.

[Learn more...](#)

Government of Alberta Removes 10% Holdback Requirement on Water License Transfers

The Ministry of Environment and Protected Areas has removed the requirement for water license transfers to retain 10% of the license to increase water availability and promote efficiency.

[Learn more...](#)

Government of Alberta Introduces Further Legislation for New Police Agency

If passed, Bill 49 would allow municipalities to choose the new police agency as their local policing provider, rather than the RCMP.

[Learn more...](#)

Affordable Housing Design Catalogue

The Government of Canada recently introduced the first product launch of the **Housing Design**

Catalogue organized by the Canada Mortgage Housing Corporation (CMHC).

Learn more...

ANNOUNCEMENTS

MCCAC Updates

- Public libraries are a bright spot in any town, but Coaldale has taken it up a notch using funds from the MCCAC's Community Energy Conservation Program. Read on to see how they've updated their lighting with MCCAC's help. **Learn more...**

IN THE NEWS

- **New program at Portage College will help address critical shortages in healthcare industry in northeastern Alberta**
- **Show your Alberta side. Buy Local.**
- **Rebuilding of fire-devastated Jasper expected to start this summer**
- **'Community Economic Development' plans to be developed across southern Alberta**
- **Travel Alberta highlights ag destinations**
- **Canada's first tornado of 2025 touches down in southern Alberta**
- **Alberta RCMP debuts provincewide non-emergency line**
- **What to do if your voter information card is missing or has incorrect information**



Investing in Alberta Fire Weather Network

Posted on: April 17, 2025



The Government of Alberta is providing a \$900,000 boost to the Alberta fire weather network to upgrade equipment, protect at-risk communities, and improve wildfire response.

The Government of Alberta is investing an **additional \$900,000 over three years** (<https://www.alberta.ca/release.cfm?xID=93126490DFD87-9B2D-6B5A-36EDDA6256052602>), for a total of \$1.9 million, for upgrades to the province's fire weather network and to add new stations to key locations. The real-time data provided by the network will assist Alberta Wildfire in staying ahead of potential threats, guiding response teams, and ensuring resources are deployed to where they are needed most.

RMA is pleased with the province's additional investments in the fire weather network and the construction of new weather stations, which will increase the amount and quality of available fire weather data. This is a step in the right direction towards actioning recommendations 9 and 11 from RMA's **Wildfire Working Group Report** (<https://rmalberta.com/wp-content/uploads/2025/02/RMA-Wildfire-Working-Group-Report.pdf>), released in February 2025, which recommended:

- That municipalities use a data-driven, threat-based approach to determining their firefighting service level. This would include using existing information such as historic fire weather data and newly acquired information such as detailed fuel and fire risk mapping; and

- That the Government of Alberta and Government of Canada provide access to fuel inventory and fire behaviour data to municipalities in a manner that is practicable for their purposes. This should be supplemented with spatial data on critical infrastructure, both municipal and others such as pipelines and electricity distribution.

With that said, recommendation 11 also calls on the data to be provided in a manner practicable for their purposes, and recommendation 12 recommended that the Government of Alberta develop and offer training to municipal staff on how to use various available fire data sets. Increasing investment in the development of weather stations is helpful, but without appropriate training for municipalities, it may not be effectively utilized at a local level during major fire events.

RMA will continue to advocate for additional training as we continue to work with the Government of Alberta and other stakeholders in actioning the 31 recommendations stemming from the Wildfire Working Group Report.

Joseph Kay

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Source URL: rmalberta.com/news/consultation-on-upper-smoky-sub-regional-plan/

Consultation on Upper Smoky Sub-Regional Plan

Posted on: April 17, 2025



The Ministry of Environment and Protected Areas is gathering feedback to help inform the completion of the Upper Smoky Sub-Regional Plan.

On March 27, Environment and Protected Areas (EPA) began a **public engagement** (<https://www.alberta.ca/upper-smoky-sub-regional-plan-engagement>) on the **draft version** (<https://www.alberta.ca/system/files/epa-draft-sub-regional-plan-upper-smoky-plan.pdf>) of the Upper Smoky Sub-Regional Plan, which includes work to restore caribou habitat and identifies conservation areas and potential direction for forestry, grazing, recreation, energy development, tourism and other activities. The **online survey** (<https://your.alberta.ca/upper-smoky-sub-regional-plan-engagement/surveys/upper-smoky-sub-regional-plan-engagement-public-survey1>) associated with the public engagement closes on June 25, 2025.

EPA will be meeting with interested sectors within the **Upper Smoky Sub-Regional Plan area** (<https://www.alberta.ca/system/files/epa-upper-smoky-sub-region-map.pdf>), and will notify holders of statutory consents expressly identified by the **proposed regulatory details** (<https://www.alberta.ca/system/files/epa-draft-sub-regional-plan-upper-smoky-regulatory-details-plan.pdf>) within the draft to provide the opportunity to propose alternate means to achieve the plan's policy outcomes.

As part of the engagement, there will be public virtual information sessions on **April 16** (<https://events.teams.microsoft.com/event/fb120d2a-9539-41b9-b2d5-eb4a0a72db90@2bb51c06-af9b-42c5-8bf5-3c3b7b10850b>) and **May 6** (<https://events.teams.microsoft.com/event/87f71082-2707-4b04-ac59-82f1fec377f0@2bb51c06-af9b-42c5-8bf5-3c3b7b10850b>), as well as two public, in-person open houses:

- April 23, 2025 in Grande Prairie from 3:00 to 7:00pm
 - Teresa Sargent Hall, Montrose Cultural Centre
- April 30, 2025 in Grande Cache from 3:00 to 7:00pm
 - Multiple Purpose Room #4, Grande Cache Recreation Centre

Planning and development are core municipal functions. Municipalities are mandated as the agent of land-use planning by the Municipal Government Act, and each municipality has a fundamental interest in land-use planning within their own and neighbouring communities. While the draft Upper Smoky Sub-Regional Plan only affects a few of RMA's members, other municipalities' feedback on the draft Upper Smoky plan and engagement is a valuable asset to EPA for their future work on regional and sub-regional plans across the province.

In addition to the public engagement process put on by EPA, members may reach out to RMA staff for more information or to provide specific feedback on the draft plan or the engagement process.

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RMA's Legislative Update: Week of April 14-17, 2025

Posted on: April 17, 2025



Legislature sat for the 100th time this session, right before the long weekend. Members took the time to discuss, amend, and drop several packages. While a productive week, many debates were adjourned until next week. The members of the Legislature also spent substantial time discussing addiction treatment and the measles outbreak.

Visitors to the Legislature this week included members of the Sarb Akal society of Calgary, Christina Hollingworth, an 18-year-old singer-songwriter from Enoch Cree First Nation, and a plethora of Junior-High students from across Alberta. All visitors and guests received the Legislature's warm welcome.

Members' Issues and Related Bills or Activities

Bill 44 – Agricultural Operation Practices Amendment Act, 2025

Honourable RJ Sigurdson, Minister of Agriculture and Irrigation

Bill 44

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill_044.pdf) seeks to encourage the emerging biogas industry in Alberta through clarifying waste management practices. The Bill would amend the use and disposal of waste throughout the biogas creation process in the ***Agricultural Operation Practices Act*** (**<https://www.canlii.org/en/ab/laws/stat/rsa-2000-c-a-7/latest/rsa-2000-c-a-7.html>**) with the expectation of increased biogas development.

Minister Sigurdson alluded that changes introduced under a memorandum of understanding in 2014, designed to address the emerging technology, have been integrated into the Bill 44. The Bill would allow those changes to remain in place, but place further administrative changes would fall under the review of the Legislature.

Debate was adjourned, without a vote, on April 15.

Bill 47 – Automobile Insurance Act, 2025

Honourable Nate Horner, Minister of Finance and President of Treasury Board

Bill 47

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill_047.pdf) introduces no-fault collision insurance into the Albertan vehicle insurance scheme.

Debate continued on the merits of the scheme, including concerns over the limited breadth of coverage that may be available to injured parties and the limited risk to insurance companies after a settlement has been declared.

Debate was adjourned, without a vote, on April 16.

Bill 49 – Public Safety and Emergency Services Statutes Amendment Act, 2025

Honourable Mike Ellis, Minister of Public Safety and Emergency Services

Bill 49

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill_049.pdf) empowers government to take another step towards establishing a provincial police force and an independent police agency to govern the force. It also introduces changes to how

emergencies are declared and managed in the province. Bill 49 amends several Acts, including the **Police Act** (<https://www.canlii.org/en/ab/laws/stat/rsa-2000-c-p-17/latest/rsa-2000-c-p-17.html>) and the **Emergency Management Act**

(<https://www.canlii.org/en/ab/laws/stat/rsa-2000-c-e-6.8/latest/rsa-2000-c-e-6.8.html>).

Bill 49 passed its first reading on Monday, April 8, where it was framed as providing increased policing options to municipalities. Members of the Legislature expressed concerns over the government's ability to deliver on their promise to smoothly integrate the new police force, as well as concerns over the financial implications for municipalities that do opt to introduce the police force.

Debate was adjourned, without a vote, on Tuesday, April 15. RMA is currently conducting a detailed analysis of Bill 49 and will provide members with more information in the near future.

Bill 50 – Municipal Affairs Statutes Amendment Act, 2025

Honourable Ric McIver, Minister of Municipal Affairs

Bill 50

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill_050.pdf) seeks to modify three pieces of legislation relevant to municipalities in Alberta: the

Local Authorities Election Act (<https://www.canlii.org/en/ab/laws/stat/rsa-2000-c-l-21/latest/rsa-2000-c-l-21.html>), the **Municipal Government Act**

(<https://www.canlii.org/en/ab/laws/stat/rsa-2000-c-m-26/latest/rsa-2000-c-m-26.html>), and the **New Home Buyer Protection Act**

(<https://www.canlii.org/en/ab/laws/stat/sa-2012-c-n-3.2/latest/sa-2012-c-n-3.2.html>).

The Bill makes significant changes to the intermunicipal collaboration framework process – many of which reflect RMA’s advocacy positions on this issue in recent years – while repealing all municipal codes of conduct and introducing a funding scheme for municipal parties during an election.

Election changes will only affect Calgary and Edmonton in 2025, but will expand to remaining municipalities for the following elections. Residents in Jasper will be permitted to run and vote in the Jasper municipal election without residing in Jasper barring proof of residency prior to the 2024 wildfires.

Debate was adjourned, without a vote, on Wednesday, April 16. RMA is currently conducting a detailed analysis of Bill 50 and will provide members with more information in the near future.

Other Notable Legislative Action

Bill 41 – Wildlife Amendment Act, 2025

Honourable Todd Loewen, Minister of Forestry and Parks

Bill 41

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill_041.pdf) would make several significant changes to hunting and trapping practices regulated by the **Wildlife Act** (<https://www.canlii.org/en/ab/laws/stat/rsa-2000-c-w-10/latest/rsa-2000-c-w-10.html>). These changes include permitting children as young as 12 to hunt without supervision, enabling persons with mobility issues to hunt while using a wheelchair, and allowing black bears and cougars to be hunted for their meat. The Bill was read for the second time, without a vote, on April 15.

Bill 53 – Public Safety and Emergency Services Statutes Amendment Act, 2025

Honourable Mike Ellis, Minister of Public Safety and Emergency Services

The long-awaited **Bill 53**

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill_053.pdf) was introduced on April 15. The Bill establishes the criteria, guidelines, and processes for a family member or guardian, health-care professional, or police officer to force someone into treatment. The Bill would allow members of the public to report an individual that they believe needs treatment. A lawyer would then determine if this individual was in danger of harming themselves or others, and, if so, the individual would be apprehended by police, and then a panel would determine if a mandatory treatment plan was necessary. If the panel concludes as such, that person would be required to apply the plan which may include use of medication and stays in a secure facility. The Bill passed the first reading on April 15.

Bill 210 – Employment Standards (Protecting Workers’ Tips) Amendment Act, 2024

Honourable Christina Gray, Member for Edmonton-Mill Woods

Bill 210

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill_210.pdf) revises the *Employment Standards Code* to protect tips and gratuities from being allocated unfairly from employees who earn them. The Bill would also mandate that any pooled tips are distributed through agreement, and that the amount returns to the employees, not the owner of the establishment. The Bill passed its first reading on December 4, 2024; debate was adjourned due to time constraints on April 14.

Standing and Select Special Committee Meetings

April 29:

Standing Committee on Public Accounts

Ian Profiri

Policy & Research Analyst

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FEATURED:

RMA Releases Mature Asset Strategy Response Document

RMA has **released a report** analyzing the Government of Alberta's recently released **Mature Asset Strategy (MAS) final report**.

[Learn more...](#)

MEMBER BULLETINS

Member bulletins are posted to RMAAlberta.com regularly each week. Below is a list of all the member bulletins compiled from the past week.

Monthly Resolution Update – April 2025

To improve reporting on resolution advocacy, the RMA is releasing a monthly bulletin highlighting recent and upcoming actions undertaken on select active resolutions.

[Learn more...](#)

Bill 49 Proposes Changes to Emergency Response Management

Alberta Public Safety and Emergency Services has introduced a bill with amendments that may change some aspects of wildfire, flood and other emergency response in Alberta.

[Learn more...](#)



AGRICULTURE UPDATE

**Moisture Situation Update -
March 20, 2025**

JOB POSTINGS

Canoe Procurement Group of
Canada

Rural Medical Camp for Youth - Apply Now!

University of Alberta is running the **Asclepius Medical Camp for Youth** to support a 'grow your own' approach to healthcare worker attraction and retention by providing rural students with an opportunity to learn more about medical professions.

[Learn more...](#)

RMA, ABmunis, and the Alberta Association of Community Peace Officers Release Infographic

The organizations are calling on the Government of Alberta to provide presumed PTSD coverage for Community Peace Officers.

[Learn more...](#)

Lac La Biche County Wins First-Ever Community Wildfire Resilience Award

The award was presented by RMA Insurance and FireSmart Alberta at RMA Insurance's annual RiskPro event, held at the River Cree Resort & Casino. Lac La Biche County earned this distinction after achieving the highest score among participating rural municipalities in the FireSmart Alberta Community Scorecard pilot program, developed in collaboration with the Intact Centre on Climate Adaptation (ICCA).

[Learn more...](#)

REMINDERS

Investing in Alberta Fire Weather Network

The Government of Alberta is providing a \$900,000 boost to the Alberta fire weather network to upgrade equipment, protect at-risk communities, and improve wildfire response.

Supplier Development Manager

M.D. of Bonnyville
Grants Coordinator

Parkland County
Director, Planning & Development Services

City of Leduc
Fitness Centre Attendant

Athabasca County
Administrative Assistant to the Director

Town of Pincher Creek
Project Engineer

City of Leduc
LATS Operator

Safety Codes Council
Compliance and Technical Advisor, Building

VIEW OUR JOB BOARD

**LOOKING FOR
INFORMATION FROM
A PREVIOUS ISSUE?**

View our **Contact newsletter archive** or our **member bulletin archive**.

Learn more about the key issues facing rural Alberta by reading our **position statements**.

[Learn more...](#)

[Forward to friend](#)

Consultation on Upper Smoky Sub-Regional Plan

[Share on Twitter](#)

The Ministry of Environment and Protected Areas is gathering feedback to help inform the completion of the Upper Smoky Sub-Regional Plan.

[Share on Facebook](#)

[Learn more...](#)

Registration Now Open for Running for Municipal Office Campaign Webinars

As part of RMA and ABmunis' joint educational campaign, the associations are offering 20 live webinars to provide prospective candidates with the opportunity to learn more about running for municipal office.

[Learn more...](#)

ANNOUNCEMENTS

- On April 14, 2025, Energy Alberta proposed the construction of a new nuclear power project north of the Town of Peace River. The Impact Assessment Agency of Canada invites comments from Indigenous communities, municipalities and members of the public in the surrounding proposed site area by 11:59 p.m. on May 14, 2025. Provide input by emailing **PeaceNuclear-NucleairePaix@iaac-aeic.gc.ca** or by commenting on the **Impact Assessment Agency of Canada's webpage**. [Learn more...](#)

MCCAC Updates

- MCCAC has extended the deadline on the Collaborative Learning Stream program to **April 28!** This program will help you develop the skills you need to build climate resiliency in your community. You'll work with peers and learn from experts to help

elevate your planning. This program is *absolutely free*. **Learn more...**

IN THE NEWS

- **Declining volunteerism rates on display in rural Alberta**
- **‘This is really what we’re aiming for’: Physicians pleased with improved student placement numbers**
- **‘Profound loss’: Many show support after fire ravages Ukrainian Cultural Heritage Village**
- **Woodlands County expands ag plastic recycling program**
- **Bears are back in the Foothills: here's what to know**
- **Province invests millions into infrastructure in Okotoks**
- **Community Foundation of Central Alberta stops in Sylvan Lake**
- **With Jasper’s devastation in mind, Alberta communities gear up for wildfire season**



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Source URL: rmaalberta.com/news/rma-releases-mature-asset-strategy-response-document/

RMA Releases Mature Asset Strategy Response Document

Posted on: April 25, 2025



RMA has **released a report analyzing** (<https://rmaalberta.com/wp-content/uploads/2025/04/Mature-Asset-Strategy-RMA-Response.pdf>) the Government of Alberta's recently released **Mature Asset Strategy (MAS) final report** (<https://open.alberta.ca/dataset/c1e0fc7b-ee55-4797-b640-5a2f4657d895/resource/0fcdf8c6-86a1-4e41-97f6-65e175982423/download/em-mature-asset-strategy-2025-04.pdf>). The MAS was launched in summer 2024 with the intent of developing a series of recommendations to support continued operations of and manage liabilities associated with Alberta's aging oil and gas assets. RMA participated in three of the six MAS working groups.

The response document is divided into the following sections:

- MAS Process
 - Lack of Definition of "Mature Asset"
 - Stakeholder Involvement
 - Inconsistent Use of Data
 - Municipal Data
 - Mature Asset Locations
 - Municipal Tax Impacts
- Defining Success
- Property Taxes and Mature Assets
- Recommendation Analysis

- Conclusion and next steps

RMA appreciates the intent of the MAS and supports a policy-based approach to balancing long-term industry viability with accountability for regulatory obligations and end-of-life liability management. However, as the response document explains, the MAS process was not structured in a way that allowed for critical, data-supported discussion and recommendation development. It did not include a clear definition of the issue, scope, analysis of impacts of the recommendations on industry and other non-industry stakeholders, or even a clear definition or inventory of a “mature asset.”

Given the weaknesses of the process that led to the 21 recommendations in the MAS final report, RMA expects that the Government of Alberta will undertake fulsome stakeholder engagement that includes both industry and non-industry perspectives prior to implementing any MAS recommendations.

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Monthly Resolution Update – April 2025

Posted on: April 25, 2025



To improve reporting on resolution advocacy, the RMA is releasing a monthly bulletin highlighting recent and upcoming actions undertaken on select active resolutions.

The Monthly Resolution Update Bulletin is a way of routinely highlighting a selection of the over 70 currently active resolutions, offering members a more detailed insight into the work being carried out on their behalf. For the latest formal statuses and reactions to all resolutions, view the RMA's **Resolutions Database** (<https://rmalberta.com/advocacy/resolutions/resolutions-database/>).

The April 2025 edition of the Monthly Resolution Update Bulletin features the following resolutions:

Resolution 7-22F Intermunicipal Collaboration Framework Reform (<https://rmalberta.com/resolutions/7-22f-intermunicipal-collaboration-framework-reform/>) & **Resolution ER1-23F Limiting Third-party Services in ICF Agreements** (<https://rmalberta.com/resolutions/er1-23f-limiting-third-party-services-in-icf-agreements/>)

There has been significant interest in confining and tailoring the scope of Intermunicipal Collaboration Frameworks (ICF) by our members. RMA members first endorsed Resolution 7-22F: Intermunicipal Collaboration Framework Reform in 2022, calling for the Government of Alberta to define services that must be included when developing ICFs. After an initial **judicial review** (https://rmalberta.com/wp-content/uploads/2023/10/Cardston-Town-v-Alberta-Municipal-Affairs-2022-ABKB-802-DISTRIBUTION-COPY_0001.pdf) of ICF legislation that declared some services “third-party services,” RMA members then endorsed Resolution ER1-23F seeking clarity from the government for the scope and limit on the inclusion of various “third party services.” In 2024, the Court of King’s Bench released the **Whitecourt** (<https://www.canlii.org/en/ab/abkb/doc/2024/2024abkb388/2024abkb388.html?resultId=51017930bf674f8caff2ce39bfe04011&searchId=2025-04-14T11:47:52:539/4473dfbfde224d119b47461e128b6d27&searchUrlHash=AAAAQA1V29vZGxhbmRzIChDb3VudHkplHYgV2hpdGVjb3VydC/>) decision which attempted to clarify the scope of inclusion for both mandatory and third-party services.

Earlier this month, the Government of Alberta released the *Municipal Affairs Statutes Amendment Act* (**Bill 50** (https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_1/20230530_bill-050.pdf)) which – if passed – would clarify what matters must be addressed in ICFs and what third-party matters may be included. Bill 50 would mandate the inclusion of matters related to transportation, water and wastewater, solid waste, emergency services, and recreation in ICFs. Failure to agree on these matters would result in binding arbitration on matters still in dispute. Where there is disagreement outside these areas, the matter may be dropped. The clarity on mandatory and third-party services is a welcome development for RMA members.

Resolution 1-25S: Requirement for Municipal Consultation Prior to Registration of Conservation Easement (<https://rmalberta.com/resolutions/1-25s-requirement-for-municipal-consultation-prior-to-registration-of-conservation-easement/>)

At present, qualified organizations seeking to register a conservation easement on a given area of land are required to notify municipalities as per the **Alberta Land Stewardship Act** (<https://kings-printer.alberta.ca/documents/Acts/A26P8.pdf>). Resolution 1-25S seeks to require that rural municipalities are consulted regarding impacts to local infrastructure and land use planning resulting from a forthcoming conservation easement. Resolution 1-25S calls for consultation between qualified organizations and municipalities to be mandated through the amendment of the **Conservation Easement Registration Regulation** (https://kings-printer.alberta.ca/documents/Regs/2010_129.pdf).

RMA sent this resolution to the Ministry of Environment and Protected Areas and awaits a response. In the meantime, RMA will continue research on this resolution by reaching out to members and seeking information and data on conservation easements in Alberta. Together, these next steps will help RMA measure and demonstrate the specific impacts of conservation easements on municipalities in relation to infrastructure disruption and planned maintenance and enable RMA to advocate for legislative change to require consultation between qualified organizations and municipalities.

Resolution 14-24F: Post-Traumatic Stress Disorder Coverage for Community Peace Officers Under the Workers' Compensation Act (<https://rmalberta.com/resolutions/14-24f-post-traumatic-stress-disorder-coverage-for-community-peace-officers-under-the-workers-compensation-act/>)

RMA members endorsed Resolution 14-24F: Post-Traumatic Stress Disorder Coverage for Community Peace Officers Under the Workers' Compensation Act at the Fall 2024 Convention. Urban municipalities have sponsored an **identical resolution (<https://www.abmunis.ca/advocacy-resources/resolutions-library/post-traumatic-stress-disorder-ptsd-coverage-community-peace>)** through ABmunis. The RMA resolution highlighted that although Community Peace Officers – many of whom are employed by municipalities – have responsibilities similar to other first responders and regularly face high risk traumatic incidents that could lead to post-traumatic stress disorder (PTSD), they are not considered first responders or awarded the same presumed PTSD protection under the Workers Compensation Act. This special protection, proposed in the resolution for Community Peace Officers, means that when other first responders, including police officers or paramedics, are diagnosed with PTSD, they are not required to prove that their PTSD is a result of their work. Presumed coverage results in system efficiencies and would help CPOs get the help they need sooner.

RMA has partnered with ABmunis and the **Alberta Association of Community Peace Officers (<https://aacpo.ca/>)** (AACPO) to advocate for this change. To date, the organizations have sent a letter to the Minister of Jobs, Economy and Trade asking him to reconsider his response to our resolutions. The Minister's initial response indicated that his ministry saw the value Community Peace Officers contribute to community safety, but that his ministry did not have any plans to change the legislation. In addition, RMA, ABmunis, and AACPO **released a joint infographic (<https://rmalberta.com/advocacy/community-peace-officers-presumed-ptsd-coverage/>)** that explains the problem and the traumatic nature of the work that CPOs do. Our organizations continue to collaborate and call on the Government of Alberta to provide CPOs with this protection in recognition of the critical ways CPOs serve Alberta communities.

Stay tuned for future editions of the Monthly Resolution Update Bulletin, where we will continue to feature updates on selected resolutions.

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Source URL: rmalberta.com/news/bill-49-proposes-changes-to-emergency-response-management/

Bill 49 Proposes Changes to Emergency Response Management

Posted on: April 25, 2025



Alberta Public Safety and Emergency Services has introduced a bill with amendments that may change some aspects of wildfire, flood and other emergency response in Alberta.

On April 7, 2025, the Government of Alberta announced **Bill 49, the Public Safety and Emergency Services Statutes Amendment Act**

(<https://www.alberta.ca/improving-public-safety/>). Along with changes to illicit scrap metal sales and **provincial police services**

(<https://rmalberta.com/news/government-of-alberta-introduces-further-legislation-for-new-police-agency/>), this bill also proposes changes to the *Emergency Management Act* that reflect lessons learned from wildfire and flood events and provincial COVID-19 response. An overview of the changes that concern wildfire and flood emergency management are included below:

Inclusion of a preamble

- Highlights rights and freedoms of individuals and local governments during emergency response delivery

Restrictions to the definition of “emergency”

- The new changes limit the application of the Emergency Management Act (EMA) to events that are unpredictable or are known for a limited duration. it is

unclear if the EMA would be activated only during events that are spontaneous, or if there is an acceptable time limit before an event to which the EMA may be activated.

Broadening the scope of Minister powers regarding financial damage compensation and funding to municipalities

- Allows Legislature to provide funding through a broader array of tools, from simple compensation for damages suffered during an “emergency” under the EMA, to compensation for the damage, funding assistance to rebuild lost and damaged structures, and the implementation of prevention measures for eligible hazards.
- Emergency events are expanded from floods to “potential hazards” which now includes wildfires and other emergency events
- Allows the Minister to differentiate classes of applicants, and provide allocations based on those classes.

Addition of transition legislation

- Assists the relevant Minister to transition previously guaranteed funding and emergency relief to the purview of the EMA as amended.
- Regulations that applied before the amendments still apply to decisions made through those regulations (funding, assistance, discipline, etc.); the old regulations apply to old decisions.
- Enables the Minister to create regulations related to the transition period between the implementation of the EMA as it was, to the amended EMA.

Broadening scope of types of insurance that the GOA may subrogate

- Expands the ability of the Minister, on behalf of the GOA, to enforce any right that an original creditor could have pursued against the principal debtor in relation to insurance payments related to the emergency.

Creation of Directives and Guidelines

- Requires the Minister to create or amend rules or requirements relating to the matter of funding in consideration of section 6(1). These rules do not appear to be tied to an act of Legislature.

Duty to Consult

- Allow the Minister to assume control of any powers of local authorities in respect of an emergency.
- The “duty to consult” as administered under this amendment is not extended to the local authorities. The Minister would not be required to consult the local authorities when putting an emergency plan into operation.

Association between declaring an emergency and funding

- Declaration of State of Local Emergency legislation is placed under the Disaster Relief Fund section of the EMA, which brings into consideration when and in what context an emergency is declared alongside the establishment or continuation of Disaster Relief Fund and Disaster Relief Committee.

Informing the public of details of the emergency response

- Inclusion of powers to prohibit travel, restore essential facilities and distribute essential supplies, coordinate emergency medical services, order evacuations, removal of livestock, and procure or fix prices of essential supplies within Alberta.
- Whenever the Minister exercises their powers as per the proposed amendments in the bill, they must inform the population of the affected area(s) and the public through appropriate and effective means.
- Enable the authorization and operation of an emergency plan, the acquisition of real or personal property, the authority to enter any building or land, the removal of natural barriers, and the authority to conscript qualified persons for the needs of the emergency.

In summary, some of the proposed amendments include changes that may benefit rural municipalities, particularly concerning local authority rights and freedoms as well as damage compensation and funding provision. However, the definitions for what constitutes an emergency are generally more limited and municipal consultation with the provincial government regarding the implementation of emergency plans is no longer required.

RMA is currently undertaking a more detailed analysis of Bill 49, and will share with members in the near future.

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Source URL: ruralmedicalcampfor-youth-apply-now/

Rural Medical Camp for Youth – Apply Now!

Posted on: April 25, 2025



In summer 2025, the University of Alberta is running the **Asclepius Medical Camp for Youth** (<https://sites.google.com/view/asclepiusmcfy/home>) in Grande Prairie and Edmonton. The camp was created to support a ‘grow your own’ approach to healthcare worker attraction and retention by providing (rural) students with an opportunity to learn more about medical professions. The camp includes talks on human anatomy and physiology, clinical skills, group activities, interaction with medical students, physicians and patients, learning about financial planning for training, and has games and social events.

To be eligible, applicants must:

- **Have a rural background** (<https://docs.google.com/document/d/1Tt-Sa3As-szKcjraY0AdqrO-qNg5pH00VjMADtbjVVE/edit?tab=t.0>), especially for the Grande Prairie Camp
- May come from a lower income and/or racialized family
- Be in grades 9-12 in the 2024-2025 school year
- Love learning, even if they don’t have high grades
- Have a good attitude and willingness to work as a team

The **Grande Prairie camp** (<https://sites.google.com/view/asclepiusmcfy/grande-prairie-camp>) runs from July 22-25, 2025. Some accommodation is available for students traveling to the camp from outside of the area. Rural students outside of Edmonton may attend the **Edmonton camp**

(<https://sites.google.com/view/asclepiusmcfy/edmonton-camp>) from July 7-11, 2025. While camp registration is free, students are required to pay for travel to the camp and two meals per day (lunch and snacks provided).

This camp supports two RMA resolutions:

1. **Resolution 1-24F: (<https://rmalberta.com/resolutions/1-24f-attraction-and-retention-strategy-for-rural-health-care-professionals/>)** Attraction and Retention Strategy for Rural Health Care Professionals
 - o This resolution supports the 'grow your own' approach to rural healthcare worker shortages.
2. **Resolution 15-25S: (<https://rmalberta.com/resolutions/15-25s-enhancing-access-to-post-secondary-education-for-rural-alberta-students/>)** Enhancing Access to Post-Secondary Education for Rural Alberta Students
 - o This resolution recognizes that rural students face challenges in accessing postsecondary education, which this camp addresses by offering a low-cost summer camp that enhances rural student exposure to postsecondary opportunities.

Let RMA know if a student you know attends this camp. We'd love to hear about it. Good luck with your application!

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Source URL: rmalberta.com/news/rma-abmunis-and-the-alberta-association-of-community-peace-officers-release-infographic/

RMA, ABmunis, and the Alberta Association of Community Peace Officers Release Infographic

Posted on: April 25, 2025



The organizations are calling on the Government of Alberta to provide presumed PTSD coverage for Community Peace Officers.

Rural Municipalities of Alberta (RMA) members endorsed **Resolution 14-24F: (<https://rmalberta.com/resolutions/14-24f-post-traumatic-stress-disorder-coverage-for-community-peace-officers-under-the-workers-compensation-act/>)** Post-Traumatic Stress Disorder Coverage for Community Peace Officers Under the Workers' Compensation Act. ABmunis members endorsed a resolution at their convention calling for the same action. This resolution explains that while first responders, including Peace Officers who are Sheriffs and other police officers, are given a special presumed PTSD protection in the *Workers Compensation Act*, this same protection does not apply to Community Peace Officers (CPOs).

After receiving resolution responses from the Minister of Jobs, Economy and Trade that did not express interest in providing CPOs with this protection, RMA, Alberta Municipalities (ABmunis), and the Alberta Association of Community Peace Officers (AACPO) united in advocating for this cause. Together, **an infographic has been released (<https://rmalberta.com/advocacy/community-peace-officers-presumed-ptsd-coverage/>)**, advocating for the Government of Alberta to make this

change. This infographic has key information on the work CPOs do, the risks and trauma they are exposed to, as well as what they must do to obtain PTSD coverage at present.

Key points:

- CPOs are first responders and deserve the same legislated protections as Sheriffs
- CPOs regularly face on the job risks and psychological trauma
- The Government of Canada reported that 23% of public safety officers, which includes CPOs, screened positive for PTSD. This rate is 4-5 times higher than the general population

For more information and to view the infographic, **click here** (<https://rmalberta.com/advocacy/community-peace-officers-presumed-ptsd-coverage/>).

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Source URL: rmalberta.com/news/lac-la-biche-county-wins-first-ever-community-wildfire-resilience-award/

Lac La Biche County Wins First-Ever Community Wildfire Resilience Award

Posted on: April 24, 2025

Lac La Biche County receives the inaugural Community Wildfire Resilience Award, presented by the Rural Municipalities of Alberta, and FireSmart Alberta at RMA Insurance's annual RiskPro event.



NISKU,

ALBERTA, APRIL 24, 2025 – The Rural Municipalities of Alberta (RMA), in partnership with FireSmart Alberta, is proud to announce Lac La Biche County as

the first-ever recipient of the Community Wildfire Resilience Award. The award was presented today during RiskPro, RMA's annual insurance and risk management education symposium, held at the River Cree Resort & Casino. This event brings together municipal leaders from across Alberta to explore and enhance local risk management practices.

"This award highlights the kind of leadership that makes a real difference for rural communities," said Kara Westerlund, RMA President. "Lac La Biche County's work sets a strong example for other municipalities navigating the growing risks of wildfire, and we're proud to recognize their efforts alongside FireSmart Alberta."

This new award recognizes municipalities that demonstrate exceptional leadership and commitment to wildfire resilience through proactive FireSmart initiatives. Lac La Biche County earned this distinction after achieving the highest score among participating rural municipalities in the FireSmart Alberta Community Scorecard pilot program, developed in collaboration with the Intact Centre on Climate Adaptation (ICCA).

"Municipalities are on the frontlines of wildfire risk, and the work Lac La Biche County has done stands as a model for communities across Alberta," said Craig Pettigrew, General Manager, Insurance, at Rural Municipalities of Alberta. "We're proud to partner with FireSmart Alberta to recognize that leadership and encourage others to take proactive steps in protecting their residents and infrastructure."

Ten Alberta municipalities participated in the scorecard pilot. Lac La Biche County achieved top marks for its comprehensive wildfire mitigation strategy, which included public education, emergency response planning, vegetation management, and community engagement.

"Lac La Biche County became invested in Fire Smart in 2017. With our committed staff and highly dedicated community, we were able to lead the province per capita in Fire Smart initiatives – including assessments and educational events yearly since we began the program." Said John H. Kokotilo, General Manager, Protective Services. "We are very humbled and extremely appreciative to FireSmart Alberta and RMA Insurance in acceptance of the 2025 Community Wildfire Resilience Award."

Todd Loewen, Minister of Forestry and Parks, said municipalities are key role in helping Albertans protect their homes from wildfires. *"FireSmart steps don't have to be complicated or expensive – small changes can make a big difference," he said. "Lac La Biche County is showing real leadership, and it's great to see them setting an example for others across the province."*

In addition to receiving the inaugural award, Lac La Biche County will also be eligible for a municipal insurance discount. Officially launching in April 2025, this initiative provides insurance savings to municipalities that strive for excellence on their FireSmart Community Scorecard.

The program is designed to support proactive wildfire mitigation by offering annual savings based on each municipality's insurance profile. These savings can be directly reinvested into future FireSmart initiatives identified in each municipality's wildfire mitigation strategies, providing much-needed, flexible resources for wildfire prevention activities often not eligible for other funding streams.

The Lac La Biche Forest Area would like to congratulate Lac La Biche County on receiving the first annual Community Wildfire Resilience Award. Lac La Biche County is a welcome partner in the FireSmart program, with a positive working relationship with Alberta Forestry and Parks. Congratulations to all the passionate team members on having their commitment to wildfire mitigation recognized through this award." Deanna Zelt, Forest Area Manager, Alberta Wildfire – Lac La Biche Forest Area.

The Community Wildfire Resilience Award will be presented annually moving forward, recognizing municipalities that are leading the way in wildfire preparedness and risk reduction. To learn more about the FireSmart program, **click here** (<https://firesmartalberta.ca/>).

The Rural Municipalities of Alberta (RMA) is a trusted and independent association representing Alberta's 69 counties and municipal districts. Since 1909, RMA remains committed to empowering rural municipalities with strong, effective local governance. Through dedicated **advocacy** (<https://rmalberta.com/advocacy/>) and a suite of valued business services, including cooperative procurement and group benefits through the **Canoe Procurement Group of Canada** (<https://canoeprocurement.ca/>) and comprehensive coverage through **RMA Insurance** (<https://rmalberta.com/insurance/>), we strive to strengthen and support rural Alberta. Learn more at **rmalberta.com**. (<https://rmalberta.com/>)

For media inquiries, please contact:

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From: Diane Hutchinson <dhutchinson@mdwainwright.ca>
Sent: April 23, 2025 9:37 AM
To: kgau@wainwright.ca; admin@edgerton.ca; info@villageofchauvin.ca; duane@rmlberta.ca; cao@county24.com; Manny.Deol@laclabichedcounty.com; Stacy.Fedechko@strathcona.ca; cao@smokylakecounty.ab.ca; kspiess@beaver.ab.ca; BBerlinguette@md.bonnyville.ab.ca; cao@minburncounty.ab.ca; cao@rmwb.ca; peter.t@lamontcounty.ca; sdary@thcounty.ab.ca; jwallsmith@county.stpaul.ab.ca; Shelly Armstrong; tlawrason@mdprovost.ca
Subject: Your invitation to the RMA District 5 Golf Tournament
Attachments: RMA District 5 Golf - Information Poster.pdf

Hello friends.

It's finally golf season and the M.D. of Wainright is pleased to extend an invitation to join us on the course **Thursday, July 17**, as we host the 2025 RMA District 5 golf tournament. We look forward to having you spend the day with us, enjoying the opportunity to network while tackling the blend of links styles and challenging rough of the 18-hole Wainwright Golf Course.

With our Texas Scramble format, and a registration fee that includes a power cart, lunch, two beverage tickets plus a steak dinner, as well as the chance to receive giveaways, or win a variety of prizes, it promises to be a great event.

We'd be grateful for any contributions that your municipality is able to provide for the prize table. Attached is information on times, costs and how you can register yourself or your team.

See you there!

Kelly Buchinski, Administrator
MD of Wainwright



Diane Hutchinson
Communications Clerk
Municipal District of Wainwright No. 61
Phone: 780-842-4454

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Welcome
RMA
District 5!

Join us at
Wainwright Golf Club
Thursday, July 17, 2025

Texas Scramble Tee-Off: 10:00 a.m.
Dinner and Prizes: 4:30 p.m.

To register your team, email:
nloonen@mdwainwright.ca

*Proceeds of the day support
KidSport Wainwright*





Welcome RMA District 5!

Registration Includes:

18 holes of golf
power cart, range balls
lunch voucher,
2 beverage tickets
supper

*plus chances at giveaways
and hole prizes*

**\$125 per person
\$500 for team of 4**



From: Wyatt Skovron <wyatt@RMAAlberta.com>
Sent: April 25, 2025 10:13 AM
Subject: RMA Mature Asset Strategy Response Document
Attachments: Mature Asset Strategy - RMA Response.pdf

Hello RMA mayors/reeves and CAOs,

Please share this email with councillors and relevant staff

Find attached RMA's response document to the [Mature Asset Strategy final report](#), released on April 3, 2025. RMA appreciated the opportunity to participate in the Mature Asset Strategy (MAS) and is supportive of the intent of the MAS: a collaborative approach among government, industry, and other stakeholders to identify ways to extend the productive life of mature oil and gas assets. However, as the response document explains, the specific approach and process taken in the MAS fell short of what was required to produce credible recommendations for which benefits, risks and impacts on industry and other stakeholders (including municipalities) are understood.

1

Feel free to reach out with any questions.

Thanks,



Wyatt Skovron

General Manager of Policy and Advocacy

Policy and Advocacy | Rural Municipalities of Alberta



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Mature Asset Strategy

RMA Response to Final Report

April 2025

Introduction

On April 3, 2025, the Government of Alberta (GOA) released the [final report of the Mature Asset Strategy](#) (MAS). According to the final report, the MAS

outlines a comprehensive approach to managing Alberta’s aging oil and gas infrastructure while driving economic growth, protecting the environment, and ensuring long-term sustainability. Alberta faces significant challenges in balancing the retirement of mature assets with the need to foster continued investment in the province’s energy sector. The MAS aims to address these challenges through innovative policy solutions, new financial instruments, and collaborative initiatives.

RMA was invited to participate in the engagement process for some components of the MAS process, including a working group focused on examining the role of municipal property taxes and surface leases in relation to mature asset viability. Beginning with the initial MAS introduction meeting, RMA has expressed concerns with the process itself, how organizers have defined “success,” and unfounded assumptions related to the role of property taxes in impacting mature asset profitability. Issues and flaws in these areas have contributed to a final report that is both unclear and of questionable credibility. This response document will provide a detailed overview and analysis of RMA’s perspective on all three of the above concerns. While it does not examine all 21 recommendations in the final report, it does provide an RMA response to some.

RMA supports the concept of the MAS; there is value for industry, rural municipalities, and all Albertans in a cohesive, broadly supported strategy for extending the productive life of assets and better managing end-of-life obligations. However, such a strategy must be based on input and buy-in from both industry and non-industry perspectives, which is where the MAS process falls short. While some or all the recommendations may benefit some or all of industry, how do those benefits balance with impacts on municipalities, landowners, the environment, and the broader public interest? A credible and effective strategy must answer this question and contextualize recommendations based on this balance of interests. Unfortunately, the MAS does neither.

MAS Process

The MAS engagement process was problematic in multiple ways. While the final report is now released, the flaws in the process directly contribute to the questionable credibility of the final report and therefore warrant discussion in this document.

Lack of Definition of “Mature Asset”

A fundamental first step of an effective engagement and solutions-development process is defining the scope of the problem, which then allows for a common understanding of the scope and impact of recommendations developed at the conclusion of the process. It goes without saying that legislative, regulatory, or other changes to industry accountability or other requirements, such as those recommended in the MAS, could have significant impacts on both industry and non-industry stakeholders; understanding the degree of those impacts is a crucial component of evaluating the balance between costs and benefits. Unfortunately, organizers were not prepared to define or provide an inventory of a “mature asset,” despite repeated requests from RMA. At various points throughout the process, organizers alluded to “mature” being based on an asset’s age, level of production, or geographic area.

Unfortunately, the attempt to define a mature asset in the final report is so vague that it is essentially useless. It is unclear whether this is due to a lack of available data or if it is an attempt to allow recommendations to benefit as much of industry as possible by defining virtually all assets as “mature.” Either explanation is problematic.

If a lack of data is driving an inability to define a mature asset, RMA would argue that step one of an effective strategy development would be to understand if and how such data could be gathered and used to make informed and properly scoped recommendations. The final report (p. 17) states that

a precise definition of mature assets is not straight forward. In reality, no two wells are the same, even in the same field. This includes construction, production, operating costs, and closure liability. Internally, producers most often calculate the economic performance of their assets on a pool or field basis, not on a single asset basis.

The report then proceeds to list the following mature asset characteristics:

- ◆ Declining production rates
- ◆ Increased unit operating costs
- ◆ Sensitivities to royalties, taxes, and levies
- ◆ Secondary and enhanced recovery methods
- ◆ Mature asset management challenges
- ◆ Potential for sustained production

Without a more detailed threshold or definition tied to each characteristic above, it could be argued that every oil and gas asset in the province could be considered “mature.” It would also stand to reason that policy solutions to keep in operation wells facing declining production rates may be very different from those relying on enhanced recovery methods (as an example). In other words, without understanding what level of decline,

extent of increased costs, etc. warrants an asset to be defined as “mature,” it is impossible to develop targeted recommendations.

To make matters more confusing, immediately after emphasizing the subjectivity, lack of data available, and multiple factors that may contribute to defining a well as mature, the report simply equates mature assets to those that are marginal, inactive, and decommissioned – all existing categories used by the Alberta Energy Regulator (AER). This oversimplification appears to ignore the nuanced factors outlined above. For example, how many of those marginal, inactive or decommissioned wells would be candidates for secondary or enhanced recovery methods? Knowing this would have allowed those involved in the engagement to determine whether recommendations to incentivize enhanced recovery were worthy of focus. Unfortunately, this level of analysis in determining the scope and characteristics of mature assets was absent, resulting in a somewhat random array of recommendations with little information on their impacts or effectiveness.

Stakeholder Involvement

RMA appreciated the opportunity to participate in the MAS engagement process. However, aside from RMA, involvement of non-industry stakeholders was extremely limited, and to RMA’s knowledge, many sectors that would be directly impacted by some or all the recommendations were not involved in any way. This includes the environmental sector, gas co-ops, the renewable energy industry, multiple arms-length government agencies, and organizations representing the broader public interest. This lack of diversity in terms of participants resulted in a heavy reliance on individual companies and industry associations to propose very specific ideas that would have a direct and specific benefit for them. While it is possible that some of the proposed ideas would enhance asset production and viability more broadly, such analysis was not typically part of the process, meaning the scope and extent of the impacts on industry are unknown. The lack of non-industry perspectives also meant that virtually no discussion took place in terms of possible environmental or other risks or unintended consequences associated with the use of new technologies or changes to the liability responsibilities. There was generally an assumption that if a recommendation enhanced production or presented a possibility of bringing non-producing assets back into service, there was no need to discuss other potential risks or impacts.

The exception to this industry-centric perspective was in the working group focused on municipal taxes and surface leases. This working group, often described by organizers as “the only negative working group,” was also the only one in which discussion was driven by non-industry stakeholders, as RMA and surface rights representatives regularly pushed back on concepts proposed by both organizers and industry representatives that would reduce industry costs but impact municipalities and landowners in the form of reduced taxes or surface leases. Unfortunately, a similar level of critical analysis was not featured in the other working groups (perhaps what made them seem more positive to organizers!), meaning the recommendations are largely untested in terms of industry benefits and broader risks or impacts.

Inconsistent Use of Data

The entire MAS process suffered from significant shortcomings in the presence and accuracy of data. While the exact nature of these shortcomings varied among working groups, based on RMA’s perspective, poor quality or completely lacking data was a common factor that organizers tended to brush off as a simple reality of the process, rather than a gap or weakness to be mitigated before developing recommendations. At the two non-municipal-focused working groups that RMA participated in (resource conservation and enhanced oil recovery and economic development) most included data was provided by individual companies proposing specific

“pitches” either for particular technologies or methods linked to that individual company, or for specific regulatory or policy changes that would directly benefit their business interests. While this is not necessarily problematic in isolation, as ideas benefiting a specific company may also have more transformational, industry-wide benefits, any consideration or analysis of the link between individual company benefits and level of impact on the broader intent of the MAS was lacking. From RMA’s perspective, this resulted in what was essentially a series of “sales pitches” in which companies would propose an idea, MAS organizers would typically react positively, and focus would then shift to the next presentation with very little discussion or analysis on how the specific idea connected to the broader MAS goals, challenges, or barriers to implementing, risks, or applicability to the broader industry.

Municipal Data

Not surprisingly, RMA was most focused on working group 1 (Municipal Taxes, Surface Leases, and Rising Operating Costs). The working group was based on an assumption from organizers that municipal taxes pose an unreasonable burden on companies operating mature assets, and that Alberta’s property tax system requires significant changes to better accommodate the fiscal challenges associated with operating low-producing or low-value wells. This is captured in the following statement from the terms of reference:

Working Group 1 is established to evaluate the impact of fixed costs on the commercial viability of mature producing assets and recommend modifications to the current fiscal regime and municipal tax system as it applies to producing assets on private land and host municipalities. Recognizing the unique challenges presented by the assessment of oil and gas assets, our purpose is to ensure a fair, sustainable, and equitable taxation and lease framework that reflects the declining value of these assets over their useful life and the economic realities of the industry.

In other words, rather than research if and how property taxes and mature asset viability are related, the terms of reference for working group 1 indicated that the MAS would rely on assumptions to recommend changes to the assessment and tax system which could result in a radical transformation of the entire municipal revenue model.

Based on the boldness of the statements in the terms of reference, RMA approached working group 1 with high expectations as to the level of data and evidence that organizers would have prepared to justify the need for transformational changes to the assessment and tax model. Instead, no data or evidence was provided by organizers, with their position reliant on a presentation from a single company with a large portfolio of mature assets that argued that their ratio of property taxes to revenues was too high. As this assumption-reliant process was proposing possible changes with massive impacts on municipal viability, RMA reached out to MAS organizers following the initial table 1 meeting with a request for data to support informed discussions. Specifically, RMA requested the following:

- ♦ A written definition of a “mature asset” for the purpose of the MAS.
- ♦ A comprehensive list of oil and gas properties (with an emphasis on “mature assets” based on the definition requested above), including their location, year of construction, and any available production/remaining reserves data.
- ♦ Historical and present assessment data for all wells and other applicable properties, including mature and comparable non-mature assets.

- ◆ Historical and present industry-wide data on operational expense levels for mature and comparable non-mature assets. This would include municipal property taxes, land leases, royalty charges, and other key categories (i.e. electricity, maintenance and repair, labour, etc.). RMA expects its members can supplement municipal tax data based on current data, though industry-wide data would be highly valuable.
- ◆ Historical and present industry-wide data on production and revenues for all, or at minimum, a meaningful cross-section of mature and comparable non-mature assets.
- ◆ Provincial data on the total reclamation liability associated with mature assets.
- ◆ Provincial data on historical transfers of mature assets and current ownership by company.

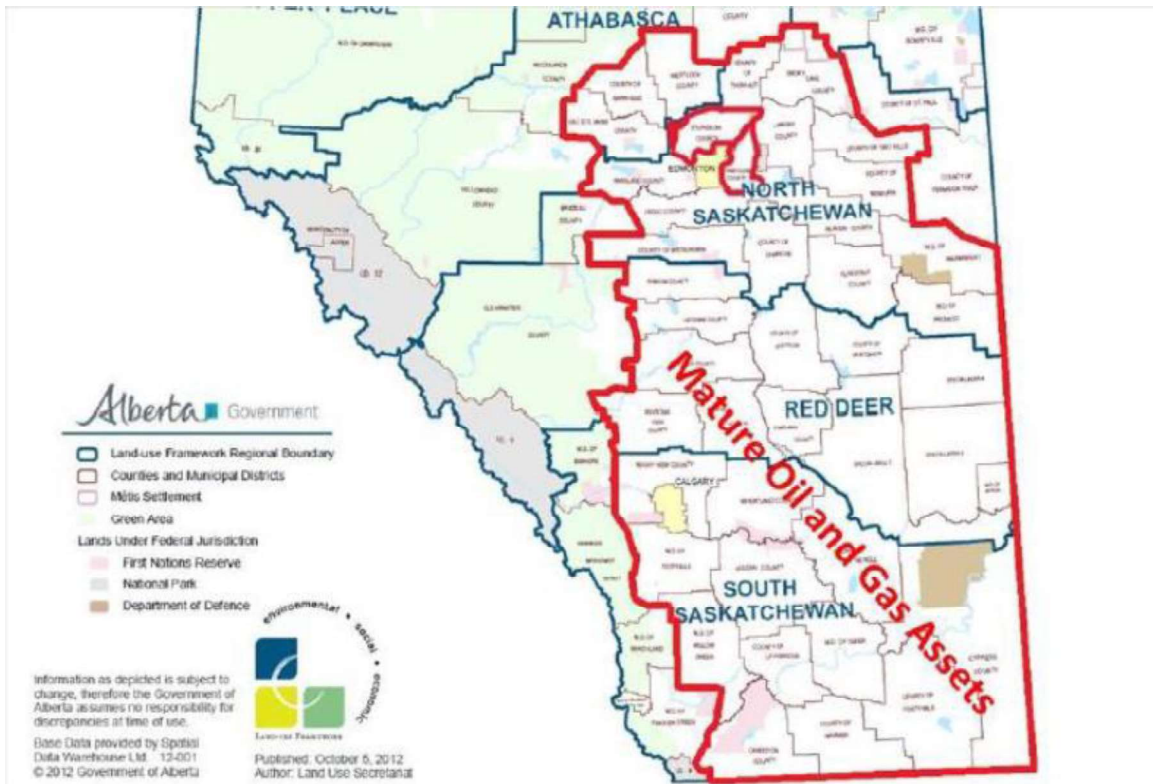
From RMA's perspective, a constructive process requires transparency and all participants to be on the same level in terms of access to information. If municipal taxes truly were an unreasonable burden to industry viability, then perhaps there was a need to revisit some aspects of assessment and taxation to achieve a better balance between industry and municipal needs.

Unfortunately, the response from organizers indicated they did not have the data above, and they instead demanded that RMA provide detailed data supporting our claims about the amounts of unpaid property taxes owed by the oil and gas industry; an issue that is not even referenced in the working group 1 terms of reference or other MAS guiding documents.

It did appear that RMA's data request triggered a realization among organizers that at least at working group 1, there would be an expectation that proposed changes and recommendations be justified. This resulted in some attempts to support positions with evidence, but unfortunately many were confusing and inconsistent. Two examples of this inconsistency are below.

Mature Asset Locations

As discussed above, the MAS process was undermined by a lack of definition of a "mature asset" or explanation of the scope or impact of proposed changes. In an attempt to provide some level of clarity, mid-way through the engagement process organizers provided the following map showing the location of mature assets:



As additional context, the GOA also stated that “mature assets...are in areas with a longer history of development that have reached a state of declining production or are otherwise reaching the end of their productive lives.” However, they also stated that “the municipalities in the mature boundary area may include reservoirs not considered mature.”

While this was far from a clear definition, threshold or inventory, it at least provided a general sense of where in the province the MAS recommendations would focus. However, the mature asset scope and definition provided in the final report are completely different from the above. While the list of characteristics of a mature asset was already discussed on page 3 of this document, the final report also includes a table showing which municipalities host significant amounts of mature assets (p. 19). This list in the final report includes at least 13 municipalities not included in the map provided to participants above, including six of the top ten most “mature asset-heavy” municipalities listed in the final report. The final list also excludes many of the municipalities contained in the mature asset zone in the map above.

This inconsistency is problematic for several reasons. While the exact scope and location may not matter to those whose intent is to develop recommendations that will benefit industry as a whole, RMA’s interest in the process was to understand how recommendations would balance benefit for mature asset viability with municipal and other non-industry impacts, as well as understand what municipalities may be most impacted by recommendations, especially those that may limit or restrict tax revenues. Unfortunately, this simply did not happen, as the map above indicates that organizers’ attempt to define a mature asset zone during the engagement process was most likely based on assumptions; once a decision was made (after the engagement process) to simply equate mature assets with those deemed marginal, inactive or decommissioned, the geographic pattern of mature assets changed significantly. However, as organizers appear to view their recommendations as universally applicable across industry, this seems not to matter.

Municipal Tax Impacts

One of the ongoing areas of tension between organizers and RMA was a lack of evidence on the extent to which property taxes impact operational viability on an individual asset or company basis. While this question was often dismissed by organizers as requiring confidential, proprietary data, RMA viewed this as a deflection and suggested that organizers could absolutely work with companies to compile a set of anonymized data in this area; in RMA's view, if companies want subsidies and other benefits from the MAS process, they should be expected to share information justifying the need. This view was not shared by organizers.

In response to RMA's request for data related to the impacts of property taxes on mature assets and the companies that operate them, organizers requested that Alberta Municipal Affairs present an overview of their view of the relationship between mature assets and property taxes during the second working group meeting in October 2024. In that presentation, Municipal Affairs provided an estimate that the average shallow gas well (which Municipal Affairs used as an equivalent to a mature asset) was charged just over \$1,000 per year in property taxes. This cost included both linear and M&E property. While this was a helpful baseline to provide a sense of the impacts of property taxes on a per-well basis, it seemed to be ignored by MAS organizers, who regularly referenced much higher amounts during the engagement process, with no supporting data or evidence. This is reflected in the MAS final report, which states that on producing mature wells, municipal taxes average **\$2,500**, a massive increase compared to the Municipal Affairs estimate.

Because the estimate provided by Municipal Affairs and the seemingly random amounts referenced by MAS organizers (and ultimately included in the final report) differed so significantly, RMA undertook their own research and analysis utilizing a combination of AER well data and actual tax and assessment information provided directly by RMA members. To conduct the analysis, RMA reached out to 34 member municipalities based on the original list of municipalities in the "mature asset zone" shared by MAS organizers at the October working group meeting. Twenty municipalities provided data. This analysis was based on the use of AER well/surface hole data and municipal assessment information on wells for the year 2023 provided by the 20 responding municipalities.

Municipal non-residential mill rates were collected from municipal bylaws, which were then divided by 1000 to be expressed as tax rates. Assessment values (taxable) were then multiplied by the calculated tax rates to determine property taxes for each oil and gas well asset in the dataset. Wells without assessment information or assessment values of 0 were removed from the analysis. Total municipal tax amounts were obtained from the provincial government's Open Data portal, compiled by Municipal Affairs. This work resulted in a dataset consisting of 89,832 wells across the 20 municipalities. The analysis produced the following high-level results:

- ♦ The average property tax on oil and gas wells across all sampled municipalities is \$676.22
- ♦ 76% of wells pay less than \$500 in property taxes

What this shows is that three different entities have produced three significantly different tax impacts on a per-well basis. RMA's methodology was rigorous and labour intensive, based on detailed well-specific data from the AER and individual municipalities. Municipal Affairs' methodology was less rigorous, relying on a sample wellsite and mill rate. Finally, MAS organizers appeared to have no data at all, or at least none provided to stakeholders. Not only is the lack of data and methodology concerning and reflective of the broader weakness of the MAS process, but the extremely high per-well tax amount significantly impacts the perceived impact of municipal taxes on mature asset operating expenses. Page 18 of the MAS final report includes the following table:

Fee/Levy	Total	% of industry total
Surface leases	\$686 million	83.8%
Municipal taxes	\$259 million	16.2%
AER fees	\$54 million	24.7%
OWA fees	\$68 million	50.7%
Total	\$1,066 million	

The document states that “municipal taxes average \$2,500 on producing wells, decline on suspended wells, and disappear once the asset is decommissioned. This does not include taxes on facilities and pipelines which will increase this figure significantly.” As mentioned, there appears to be no data supporting this amount or the comment that including facilities and pipelines will further increase the amount. This is especially confusing as Municipal Affairs’ estimate of roughly \$1,000 per well appeared to include both linear and M&E property. To understand the impacts of the \$2,500 assumption, the tables below recreate the original table using the Municipal Affairs and RMA figure, based on the assumption that \$259 million / \$2500 = 103,600 marginal, but producing wells. It should be noted that page 19 of the MAS lists 94,805 marginal wells in municipalities with over 2,000 total mature assets, and a note on that page indicates that this accounts for “84% of the marginal wells.” This would suggest that there are a total of 112,500 marginal wells in the province, which does not align with the implied amount based on the figures on page 18. However, the analysis below assumes a total marginal amount of 103,600 to be consistent with the table on page 18. Regardless of the exact correct amount, it is somewhat comparable to the 89,832 wells included in RMA’s survey of 20 municipalities.

Municipal Affairs Per Well Tax Amount (\$1,028.30)

Fee/Levy	Total	% of industry total
Surface leases	\$686 million	83.8%
Municipal taxes	\$107 million	6.7%
AER fees	\$54 million	24.7%
OWA fees	\$68 million	50.7%
Total	\$835 million	

RMA Per Well Tax Amount (\$676.22)

Fee/Levy	Total	% of industry total
Surface leases	\$686 million	83.8%
Municipal taxes	\$70 million	4.4%
AER fees	\$54 million	24.7%
OWA fees	\$68 million	50.7%
Total	\$798 million	

This comparison shows that the unsubstantiated claim of \$2,500 in taxes per well has multiple and significant impacts. It suggests that municipalities collect well over \$100 million per year in taxes from mature wells than the data developed by Municipal Affairs and RMA. In an engagement context in which municipal taxes were targeted as unreasonably high and a barrier to industry viability, this bloated estimate could have major consequences in driving future government policy decisions. It also overstates the portion of taxes paid by the industry as a whole that is shouldered by mature assets. This is very consequential in relation to references made later in the report related to the apparent need for tax rates to be harmonized, and the assessment of mature assets to be tied to their level of production. These are discussed further below but both would cause major challenges for municipalities and other taxpayers, and both are justified in part by the supposed disproportionate tax burden placed on mature assets, an assumption that is extremely reliant on this unsubstantiated \$2,500 per-well tax bill.

Defining Success

On a project as large and potentially impactful as the MAS, building a common understanding of intended outcomes and defining success through multiple lenses is crucial to developing recommendations that are effective in meeting outcomes and are well understood, even if not necessarily agreed upon, by all stakeholders.

Page 16 of the MAS final report includes a list of 11 goals that the report authors state will “maximize value, manage risk, and ensure the long-term viability of Alberta’s energy sector.” While many of the goals make sense and if achieved, would surely contribute to a stronger industry and more profitable mature asset base, there is little to no linkages between the goals and various recommendations made throughout the report. This lack of connection reflects a broader avoidance on the part of organizers in using the engagement process to define common markers of success, as the list in the final report, as well as an initial list provided to stakeholders prior to the final round of working group engagement sessions in November, were in no way based on focused discussion among stakeholders directly involved in the engagement, or any broader outreach to the public or non-involved groups, such as the environmental sector.

Likely as a result of the lack of discussion on defining success, most of the goals in the report are heavily focused on changes to broadly benefit industry, with no consideration of risks or impacts on other stakeholders. RMA and members have long championed the oil and gas industry, but defining success through such a narrow lens is bound to lead to unintended impacts.

Aside from the general lack of collective goal development, RMA is specifically disappointed that MAS organizers did not view a regulatory environment in which industry is ultimately held accountable for their regulatory and liability responsibilities as worthy of a standalone goal. Many of the goals reference processes to shift, reduce, or lessen these responsibilities. While in some cases there may be merit or logic to doing so, without an underlying goal that recognizes that asset owners are ultimately responsible for regulatory and liability responsibilities both during the project lifecycle and at end of life, many of the goals read simply as plans to reduce industry costs and accountability.

RMA is also disappointed by the final goal (“restore public confidence”). This should be absolutely crucial to the entire process and should be the standard of success against which all other goals and recommendations are measured. Instead, it is added as a final goal, with no detail aside from a reference to industry and the province “doing better.”

Property Taxes and Mature Assets

The MAS report does not recommend significant changes to how mature assets are assessed or taxed. From RMA’s perspective, this is a positive outcome and reflects the aggressive advocacy and education undertaken by RMA during the process, primarily directed at MAS organizers. Despite this, the final report includes several references to problematic elements of property assessment and taxation model, often framed as ideas to be considered in the future. This suggests that RMA’s efforts did not necessarily correct the assumptions of organizers, but rather a strategic decision was made to “plant the seed” for major changes in the future without including them as overt recommendations.

The table below provides RMA’s detailed rebuttal to inaccurate or unfounded statements made in the report related to property taxes:

Section and page number	Excerpt	RMA feedback
Message from Chair, p. 5	<p>“The trust has been broken” between the province, industry, landowners, and municipalities. For decades, the partnership in resource development between the public (as owners of most subsurface resources) and private landowners (providing surface access enforced by law) was underpinned by mutual benefit and respect. In the 21st century, however, resource wealth has been taken for granted, individual rights now rival or surpass the so-called “greater good,” and mature assets operated by underfunded licensees have made fixed costs like surface lease payments and property taxes material to sustaining operations. These shifts demand attention and solutions.</p>	<ul style="list-style-type: none"> Property taxes as “fixed costs” is incorrect. The fact that rural municipalities are owed over \$250 million in unpaid taxes shows that some companies treat payment of taxes as optional. The link between property taxes and operational sustainability was not substantiated in MAS process. It is still unclear as to what portion of total industry expenses are driven by property taxes, and what a “reasonable” portion would be. Property taxes are of course a cost for all residential and non-residential property owners, but it is still unclear how they are “material to sustaining operations.” The language used implies that it is landowners and municipalities that breached the relationship with industry as “resource wealth has been taken for granted.” This is unsubstantiated and reflects the larger industry-centric view of the entire MAS process.
4.3 Mature Asset Definition, p. 18	<p>The transition typically occurs as the easily extractable oil and gas are largely recovered, leaving behind more costly-to-extract resources. As production declines, commodity prices and operating costs become more significant drivers of economic viability.</p>	<ul style="list-style-type: none"> From an assessment and tax perspective, there are already mechanisms included in the assessment model (depreciation) and current government policy decisions (35% decrease in assessment on shallow gas wells) that reduce assessment in a way that is linked to production.
4.3 Mature Asset Definition, p. 18	<p>Municipal taxes average \$2,500 on producing wells, decline on suspended wells, and disappear once the asset is decommissioned. (footnote)</p>	<ul style="list-style-type: none"> As explained earlier in this document, \$2,500 was not substantiated during the engagement process and differs significantly from amount provided by Municipal Affairs and RMA. This estimate has huge impacts on the overall tax/fee/regulatory cost burden faced by industry,

		as well as the perception of revenue collected by municipalities.
4.3 Mature Asset Definition, p. 20	Despite this dramatic drop in revenue, fixed and variable costs, aside from limited provincial property tax relief, have remained largely unchanged.	<ul style="list-style-type: none"> • Contradicts other statements describing property taxes as “fixed.” • Unclear on what basis the relief is “limited.” • No explanation of description of the relief or how it impacted various regions or types of assets. • RMA assumes this refers to the current government policy that reduces assessment on shallow gas wells by 35%.
4.3 Mature Asset Definition, p. 23	While several hundred million dollars in unpaid municipal taxes over the past four years has made headlines, in 2022 alone the total municipal taxation levied on oil and gas assets in Alberta was \$1.6 billion.	<ul style="list-style-type: none"> • Reflects a lack of understanding of municipal budgeting and the importance of property taxes as a municipal revenue source. • Suggests that companies are justified in not meeting tax or other regulatory cost requirements as long as “most of them” are paid. • Consider this logic applied to income taxes, residential property taxes, or credit card bills. Partial payment is not an option, so why is it justified or excused for a single industry sector?
4.3 Mature Asset Definition, p. 23	Today, oil sands royalties help sustain provincial public services and keep taxes low, because, in part, of decades of financial incentives provided by both provincial and federal governments that supported sector development. Today, these same incentives are classified as “subsidies” by some critics.	<ul style="list-style-type: none"> • It is unclear how references to sector development incentives are relevant to mature assets which, by the report’s own description, are primarily marginal and experiencing decline. • RMA has repeatedly identified and criticized numerous government subsidies provided to the industry through reductions in municipal taxation. Examples exist both in relation to encouraging new drilling, and in keeping lower producing assets viable. • Examples including the elimination of the Well Drilling Equipment Tax, the 35% assessment reduction on shallow gas wells, the three-year assessment holiday on newly drilled wells, and years of government inaction on addressing non-payment of property taxes. • While not all of these are directly relevant to the MAS either, they are all examples of subsidies, which are commonly defined as “a benefit given to an individual, business, or institution, usually by the government.”

		<ul style="list-style-type: none"> RMA's Below the Drill campaign breaks down these subsidies and their impacts on municipalities in detail.
5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 36	Whether or not an asset is producing, roads must be maintained until the asset is fully reclaimed.	<ul style="list-style-type: none"> This statement misunderstands and oversimplifies the purpose of property taxes and municipal service delivery. Taxes paid on any property, whether industrial, commercial, or residential, are not linked to the direct infrastructure or service only benefitting that property. Property taxes contribute to public infrastructure and services broadly, including those directly used by a specific property owner and those used by other property owners or providing a greater public good. The concept that a road would no longer be maintained if an asset located on it is decommissioned is more reflective of a user fee. Aside from rare cases, municipalities do not close or abandon roads, as most are used by multiple entities. This is part of the municipal challenge in supporting a massive infrastructure network; even as the tax base shrinks, expectations to maintain the same level of service remain.
5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 26	<p>Addressing the impact of fixed costs</p> <p>Fixed costs, such as taxes, leases, and AER/OWA/mineral lease fees, are increasingly making marginal production uneconomic, particularly when commodity prices and production volumes are low. These fixed costs create significant financial pressures that impact a producer's ability to sustain operations, further exacerbated by rising operating costs like carbon taxes, minimum spend requirements, and escalating AER/OWA fees.</p>	<ul style="list-style-type: none"> The claim that costs such as taxes make marginal production uneconomic was completely unsubstantiated throughout the process. No verifiable information was provided showing how taxes and other regulatory costs compare to non-regulatory operating costs, or how they compare as a portion of costs for mature assets in comparison to the broader industry. This statement exemplifies the assumptions built into the MAS process.

<p>5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 27</p>	<p>Encouraging Consistent Tax Rates to Provide More Certainty</p> <p>Municipal taxation rates are not consistent across Alberta or within industries, with agricultural land exempt from assessment changes since 1994. This inconsistency creates disparities in tax burdens, which in turn affects the financial stability of municipalities and complicates the development, production and closure processes for producers operating in different regions with varying tax treatments.</p>	<ul style="list-style-type: none"> • This statement represents a complete misunderstanding of how municipalities function and would undermine municipal autonomy. • Municipal councils set tax rates annually based on the costs they incur to provide services combined with the total assessment base in the municipality, with consideration of the “assessment mix” among different property types. In this process, municipalities typically weigh the pros and cons of adjusting their tax rate with adjusting the level of service they provide. • The fact that tax rates vary across municipal boundaries reflects a combination of local autonomy in setting service levels and the reality that municipalities with lower assessment bases and/or unique challenges in delivering services may require a higher tax rate. • While consistent (and presumably low) tax rates may reduce industry costs, they would likely result in many municipalities either reducing service levels, being forced to shift more of the cost burden to other taxpayers through changes to residential tax rates, or in some cases, face viability risks. • The inclusion of this statement in the final report, after RMA aggressively and repeatedly advocated against it during the engagement process, shows that an appetite among some to alter the property tax system as an additional cost reduction for industry continues to exist, even if it was not included as a specific recommendation.
<p>5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 27</p>	<p>Addressing Non-Payment of Municipal Taxes</p> <ul style="list-style-type: none"> • Collaborate with the RMA and municipalities to establish a rapid and transparent process for addressing late or non-payment of municipal taxes. The process will involve: Municipalities notifying 	<ul style="list-style-type: none"> • While RMA appreciates recognition from MAS organizers that unpaid taxes should be addressed, this specific recommendation re-states the unpaid tax reporting process already in place. • The current challenge lies in a lack of action on the part of the AER in using unpaid tax data to drive regulatory action or even as a component of assessing a company’s risk.

	<p>Ministry of Municipal Affairs (MA) of non-payment cases.</p> <ul style="list-style-type: none"> • MA verifying the issue and notifying the AER. • The AER promptly contacting the non-paying licensee and informing them of potential enforcement measures should the situation remain unresolved. 	<ul style="list-style-type: none"> • RMA learned during the MAS process that the AER does not currently have a formalized or consistent process for how they utilize unpaid tax information provided to them, despite having the authority to use it to inform their regulatory and compliance duties through several AER directives. • With this in mind, a recommendation should have been developed focusing on the AER's specific role in addressing unpaid taxes.
5.1 Working Group 1 – Municipal Taxes, Rising Costs, p. 39	A proactive dialogue beyond the formal assessment review process to strengthen the historically beneficial relationship between landowners and the energy industry.	<ul style="list-style-type: none"> • The current assessment model review process is very specific to reviewing and updating the technical methodology used in the current cost-based regulated assessment model for oil and gas properties, as well as other industrial properties such as railways and telecommunications. • It is unclear how this is in any way related to a broader effort to strengthen the relationship between industry and municipalities.

Recommendation Analysis

The weaknesses of the MAS process call all the recommendations into question. Despite participating in three of the six MAS working groups, RMA does not have a good understanding of the expected impacts of any of the recommendations, either for industry, other sectors, or Albertans. It is also unclear how recommendations would be implemented or long-term indicators of effectiveness. While RMA does not see any of the MAS recommendations as serious or credible due to the problematic nature of the MAS process, some have direct municipal or rural impacts and warrant discussion and analysis. Note that even though some recommendations are not addressed below, RMA may have a current position on them or will develop a position in the future.

Recommendation 1: Addressing Non-Payment of Municipal Taxes

Collaborate with the Rural Municipalities of Alberta (RMA) and municipalities to establish a rapid and transparent process for addressing late or non-payment of municipal taxes.

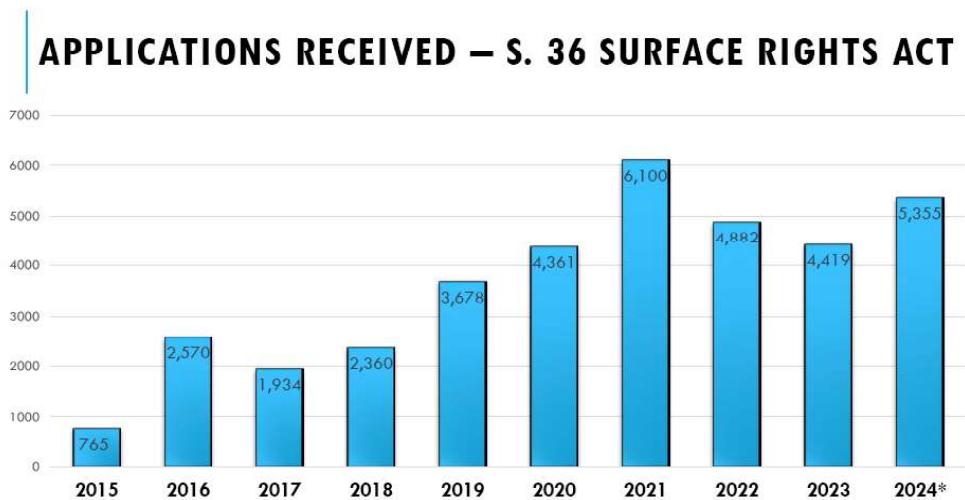
RMA response/analysis: While the sentiment of the recommendation is supported by RMA, other comments made in the report that minimize the impact of unpaid taxes and suggest that non-payment is not the fault of industry undermine the sincerity of recommendation 1. Additionally, the explanation of how recommendation 1 would be implemented simply references the process in place currently, which has not been effective due to inaction by the AER in using unpaid taxes to inform their monitoring and enforcement approaches.

Recommendation 2: Reconstituting the Surface Rights Board

Re-establish a quasi-judicial independent Surface Rights Board (SRB) within the Land and Property Rights Tribunal (LPRT) to address stakeholder concerns, enhance service delivery, educate landowners on their rights, simplify engagement processes, support weed control on oil and gas sites to protect agricultural lands, and maintain cost-efficiency by sharing administrative resources with the LPRT.

RMA response/analysis: During the working group 1 engagement process, the LPRT indicated that the number of landowner appeals of non-payment of surface leases by oil and gas companies had increased substantially in recent years. To demonstrate this, they shared the table below:

* As of November 2024



The purpose of providing this information was to demonstrate that industry practice had significantly shifted in terms of meeting their contractual obligations to pay surface leases, resulting in an increase in landowners seeking recourse through the LPRT.

While this increase in appeals is a source of significant capacity pressures for the LPRT, carving out a separate administrative body (Surface Rights Board) is completely unrelated to addressing the root cause of this increase in cases, which is an emerging strategy by some companies to intentionally pay only a portion of their contractually-obligated surface lease amounts and subsequently “dare” landowners to navigate the cost and time commitment required to seek recovery of the remainder of the lease amount owed to them through the LPRT process. In other words, companies know that many landowners lack the time, resources, or understanding of the system to navigate the LPRT process. Developing a separate Surface Rights Board appears to be, frankly, pointless as this will simply allow the same strategy to continue with the appeal venue shifting from the LPRT to an SRB sub-component.

An effective recommendation would be to amend the *Surface Rights Act* and associated legislation or regulations to prohibit companies from operating that are unable to unwilling to meet their contractual obligations to pay landowners leases for access to their land. These contracts are intended to provide landowners fair compensation for use of their land. They are not intended to be negotiable based on economic conditions or the financial state of a specific company. Shifting the administrative structure of the LPRT will do nothing to address this existing manipulation of surface lease contracts that has apparently become rampant in recent years.

Recommendation 3: Review AER License Transfer Mechanisms Regarding Closure Liability Funding

Ensure the AER has the legislative authority, effective systems, and oversight in place to actively manage or prevent the transfer of wells, pipelines, facilities, and other infrastructure to a new or existing licensee.

RMA response/analysis: While RMA supports an enhancement of AER powers or requirements to monitor and potentially restrict license transfers, the focus at the municipal tax working group was the complete lack of AER actions in using data provided to them on unpaid taxes and surface leases to conduct enforcement through the restriction of asset transfers and other means. For this reason, it is unclear why the recommendation itself focuses on closure liability specifically and not an expectation that the AER take a more active role in monitoring and enforcing company conduct related to other regulatory requirements.

Recommendation 4: Surface lease non-payment

Partner with landowner groups to establish a more transparent process for addressing late payment, non-payment, and recurring nonpayment of surface lease agreements.

RMA response/analysis: Similar to recommendation 1, RMA learned during the MAS that the process proposed in relation to surface lease non-payment in the final report is already in place, with the exception of the AER using the data they receive from the AER to take compliance or enforcement action. While there is absolutely a need to better address surface lease non-payment, the recommendation description does not reflect any action on the actual points of weakness in the current process.

Recommendation 10: Gas gathering and transmission repurposing working group

Form a working group comprised of the relevant government ministries and key stakeholders to review and scope the potential for repurposing central and southeastern Alberta's gas transmission infrastructure.

RMA response/analysis: Recommendation 10 would form a working group to examine opportunities to repurpose gas gathering and transmission infrastructure, presumably to support new investment related to artificial intelligence as well as power generation. While this idea may have merit, RMA is concerned that this "repurposing" could have major impacts on the current regional gas market, including the role of rural gas co-ops. While gas co-ops are listed as potential participants in a future working group, it is notable that they were not involved in the MAS process despite several ideas and discussions (such as that in recommendation 10) that would have a direct impact on their existing franchise rights.

Recommendation 11: Regulatory framework for small-scale electricity generation

Establish a working group of gas stakeholders, the Ministries of Energy and Minerals and Affordability and Utilities, power generators, the Alberta Utilities Commission (AUC), and the Alberta Electric System Operator (AESO) to explore the optimal regulatory framework for encouraging small-scale electricity generation from diverse sources.

RMA response/analysis: While not referenced in the short summary above, the more detailed description of recommendation 11 on page 36 of the final report references the need to develop a standardized regulatory policy for small-scale electricity generation.

It is unclear how a standardized policy and regulatory framework can be developed for small-scale electricity generation given the significant differences between types of generation in terms of land-use and environmental impacts, reclamation requirements, and existing regulatory frameworks. RMA provided input during the process that the landowner impacts of using existing wells to support on-site solar microgeneration would be significant and would likely be opposed by many rural landowners. These risks and challenges are not captured in the final report and are reflected in a very oversimplified recommendation for a standardized regulatory framework.

Recommendation 14: Enable the expansion of HarvestCo entities

Enabling legislation should be passed to allow for the existence of a variety of HarvestCo type special purpose entities which can assume the tenure and license of wells and assets that would otherwise be surrendered to the OWA so that the economic value of these assets can be used for closure.

RMA response/analysis: RMA is concerned that the "HarvestCo" concept may lead to public funds being used to acquire and operate low-producing assets. While there is a clear preference from many in industry and government to avoid growth in the number of wells under control of the industry-funded Orphan Well Association, RMA is struggling to understand how a HarvestCo would not serve a similar role without the broader industry-funding component. The fact that the proposed working group to "explore the structure and opportunities for HarvestCo" would consist only of industry and government suggests that broader impacts on the public interest will not be adequately considered if this recommendation moves forward.

Recommendation 17: Examine the creation of a long-term liability indemnity fund for closed assets post reclamation certificate

Establish a dedicated, industry-funded capital pool to replace licensees as long-term guarantors of environmental liabilities, ensuring greater confidence and security for surface rights holders post-reclamation certificate.

RMA response/analysis: While the concept of creating an industry-wide, long-term liability funding pool may have merit, it is unclear if and how this will impact the accountability of the licensee at the time reclamation is required. Additionally, given the resistance from industry on shifting orphan assets into the industry-funded OWA, it is doubtful that an additional industry-funded liability management pool will be well-received by industry, which may lead to inadequate funding requirements.

Recommendation 20: Mandate regulator engagement with the joint industry closure initiative process

Concurrent with the research and recommendations of a joint industry closure initiative developed by industry with participation by key regulatory stakeholders including the AER and regulatory elements of the Minister of Environment and Protected Areas, (Recommendation 12), it is recommended that government mandate that regulatory stakeholders consider implementation of any Industry Recommended Practices (IRPs) developed by the initiative. This would include making any legislative or regulatory changes required to give effect to this engagement.

RMA response/analysis: It is disappointing that MAS organizers developed a recommendation to **mandate** the AER to accept joint industry closure initiatives, but resisted developing similarly strong regulations related to AER's use of unpaid tax or surface lease data to assess company risk or determine compliance and enforcement actions. While there may be benefits to joint industry closure approaches, this was not discussed in detail at any working groups in which RMA participated.

Conclusion and Next Steps

Despite RMA's frustration with the MAS process and lack of confidence in the final recommendations, a multi-stakeholder initiative to balance industry viability and responsible closure of assets with municipal, landowner, environmental, and public interest considerations is an idea with considerable merit. During the MAS process, RMA provided several recommendations to organizers, including the following:

- ♦ Re-start process with a focus on developing a common definition and list of mature assets
- ♦ Re-start the process with a set of foundational data that addresses all areas of mature asset operations, and a clear, properly supported engagement plan
- ♦ Refocus the MAS process on high-impact factors

Undertaking a new approach guided by these recommendations could result in very different outcomes and recommendations. RMA would be pleased to participate in a properly scoped, structured, and researched process with true collaboration between government, industry, municipalities, and other impacted sectors.

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Hello RMA Member CAOs,

We're reaching out to request your support in promoting an important initiative aimed at strengthening municipal leadership across Alberta.

As you may be aware, RMA has partnered with ABmunis to deliver the **Running for Municipal Office Campaign**, designed to provide prospective candidates and Albertans at-large with resources and educational opportunities in advance of the 2025 municipal elections. As part of the campaign, the associations are co-hosting 20 live, interactive webinars in the coming months, tailored to small, medium, large, and rural audiences. These sessions will feature current elected officials who will share their experiences, answer questions, and offer valuable insight into the realities of municipal governance.

Why This Matters:

The campaign aims to provide prospective candidates and Albertans the opportunity to learn what municipal councillors do, what falls under local jurisdiction, what council's relationship with administration looks like, dispel some common misconceptions, and shed some light on the challenges and rewards related to holding municipal office. The ultimate goal of the campaign is to educate the public as to what municipal governance entails and to prepare prospective candidates with the skills and knowledge essential to be an effective elected official.

How You Can Help:

We're asking municipalities to promote the **campaign and webinars** through your local communication channels – whether on your website, social media, or newsletters.

The webinars are being hosted on Zoom, they are free to attend, and registration details can be found on **RMA's Running for Municipal Office webpage**. The rural-focused webinars are scheduled for the following dates:

- Friday, April 25 at 12:00-1:00pm MT
- Wednesday, May 7 at 7:30-8:30pm MT
- Thursday, June 5 at 12:00-1:00pm MT
- Tuesday, June 17 at 7:30-8:30pm MT
- Friday, July 18 at 12:00-1:00pm MT

Ideally, we'd appreciate promotion in the week leading up to each webinar. Members are

campaign and webinars. Below, you will find links to images you can use, along with links to RMA social media posts you can reshare or pull verbiage from.

Image 1 | **Image 2** | **Image 3**
LinkedIn Post | **Facebook Post** | **X Post**

Your support can make a real difference in encouraging diverse, informed, and capable candidates to step forward.

Thank you for your time and for your continued commitment to strong local governance in Alberta. If you have any questions about the campaign or webinars, please don't hesitate to reach out to RMA Policy Advisor **Jared Shaigec**.

Kind regards,

Rural Municipalities of Alberta



Our mailing address is:

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Bill 50: Municipal Affairs Statutes Amendment Act, 2025

RMA Analysis



Hello RMA Mayors/Reeves and CAOs,

As you may be aware, **Bill 50: Municipal Affairs Statutes Amendment Act, 2025**, was introduced to the Legislative Assembly on April 8, 2025. The Bill proposes extensive amendments to the *Municipal Government Act* (MGA), *Local Authorities Elections Act* (LAEA), *New Home Buyer Protection Act* (NHBPA), and *Safety Codes Act* (SCA).

Bill 50 significantly impacts rural municipalities. Changes to the MGA reform the intermunicipal collaboration framework (ICF) process to narrow the scope of the services that can be included in ICFs, as well as introduces expectations or requirements for use of data and joint input into service levels and capital costs for intermunicipal services. The Bill also significantly alters governance processes by eliminating codes of conduct, increasing CAO reporting requirements, and standardizing council procedures under ministerial authority. Official administrators will also have expanded access to municipal operations.

Amendments to the LAEA entrench political party involvement in elections and provide financial advantages to party-affiliated candidates. Changes to the NHBPA expand warranty requirements and restrict exemptions for owner-builders, which may pose challenges for rural residents. SCA changes enhance ministerial oversight and require Council appointees to have experience with home warranty programs.

To support members, RMA has developed an overview and analysis document: **Bill 50: RMA Analysis**. While we support certain elements of the Bill, we have raised numerous concerns and are actively seeking clarification from the Minister on several issues.

We encourage you to review the analysis and contact RMA's Policy and Advocacy team with any questions, comments, or concerns. We are also planning a virtual town hall in the coming weeks to hear directly from members and facilitate further discussion.

Thank you for your time and consideration.

Kind regards,

Rural Municipalities of Alberta

Our mailing address is:

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FW: Discover Aviation Day

From: tanis kolesar <taniskolesar@hotmail.com>

Sent: April 27, 2025 3:40 PM

To: County <county@flagstaff.ab.ca>

Subject: Discover Aviation Day

To whom it may concern,

I wanted to take a moment to share how wonderful the Discover Aviation Day event has been for our community, especially for our youth. It's an incredible opportunity for kids to learn about airplanes, aviation careers, and the exciting possibilities of becoming pilots. Events like these spark curiosity, build confidence, and inspire dreams that could shape the future of aviation in our region.

Our family travels two hours each year just to attend Discover Aviation Day — that's how much we believe in the experience it offers. It's truly a highlight for us, and for many others who see the value in introducing young people to aviation.

Supporting Discover Aviation Day is an investment in our community's future. Not only does it foster educational growth, but it also strengthens our local identity and pride. Encouraging young people to explore aviation could lead to meaningful career paths and long-term benefits for the county as a whole.

Thank you for considering continued support for this important initiative. It makes a real and lasting difference.

Sincerely,

Tanis Kolesar



Report

TITLE: INFORMATION ITEMS

Meeting: Council Meeting

Meeting Date: May 7, 2025

Summary

1. Parkland Regional Library System (PRLS) – April 17, 2025 Parkland Update
2. Parkland Regional Library System (PRLS) – May 1, 2025 Parkland Update
3. Municipal Planning Services – Proposed Subdivision Approval
4. Jason Nixon Ministry of Seniors – Declaration of Seniors Week
5. Hospice Society of Camrose and District – May 8, 2025 Symposium
6. Association of Communities Against Abuse – Celebration of 35 Years of Service



Parkland Update

Thursday, April 17, 2025

Get the latest Parkland updates, library news, training, events, and more!

Stay up to date by visiting our [support site](#).

Financial Training by PRLS

Are you feeling unprepared or anxious about managing the ongoing financial responsibilities of your library? Do you or your board have questions about budget, policy, role of the treasurer, Alberta employment standards, or reserve funds?

If so, this training will help shed light on many of these common responsibilities for public libraries. We will also cover ROE, GST, WCB, charity status and funding streams for public libraries in Alberta. Please bring your financial questions, we will be providing a quick Q & A at the end of the training.

This training will be offered **in person** on the following dates:

May 5th from 1 p.m. - 3:30 p.m. at the Parkland HQ (4565 46 Street, Lacombe)

May 21st from 6 p.m. to 8 p.m. at the Olds Public Library (5217 52 Street, Olds)

May 27th from 6 p.m. to 8 p.m. at the Sedgewick & District Municipal Library (4806 47 Street, Sedgewick)

New Digital Content Coming Soon



We hope that you have been using and enjoying the PRLS Content Bank created for our member libraries. The next drop of new content will be on **April 25, 2025** and going forward, the new content will be released on the **last Friday of every month**. If you have ideas for content you'd like to see created, or run into any issues with using the bank, please reach out to Paige at pmueller@prl.ab.ca. To jog your memory, all Content Bank information lives in the Q:Drive Marketing folder. Happy posting!

LIBRARY NEWS

Find out about important deadlines and see what's happening at other Parkland Libraries!

Upcoming Grant Deadlines

- [Donald Hamilton School Library Advocacy Fund](#) - Ongoing
- [Provincial Operating Grant](#) - June 15
- [Research in Librarianship Grant](#) - August 15

Notable Upcoming Dates

- [National Poetry Month](#) - April
- [Earth Day](#) - April 22

- [Canada Book Day](#) - April 23
- [National Volunteer Week](#) - April 27 - May 3
- [Canadian Children's Book Week](#) - April 27 - May 3
- [Asian Heritage Month](#) - May
- [Free Comic Book Day](#) - May 3
- [World Press Freedom Day](#) - May 3
- [Star Wars Day](#) - May 4
- [Red Dress Day](#) - May 5
- Orders for Hotlist (Fiction & Non-Fiction) are due - May 7

Programming Training in Stettler - Magic, Balloons, and Stories Galore!



The Stettler Public Library is facilitating a workshop with a local balloon artist/magician/storyteller and inviting other library staff to join them! Ricardo (pictured above) will be giving a workshop at the **Stettler Public Library on May 14 from 1-3pm** and will share tips and tricks on all things magic/balloons/stories. This training is perfect for anyone who does library programming, including Summer Reading Club staff. They are asking for \$10 per person as a thank you to Ricardo for sharing his knowledge. If you are interested in joining the Stettler folks for this workshop, reach out to Rhonda at spl@prl.ab.ca. We look forward to seeing everyone's balloon animal skills afterwards!

Updates to the Library Operating Grant Webpage

[The Library Operating Grant webpage](#) has been updated for the 2025-26 grant year and is now accepting grant applications. On the page you can now download the 2025 Application for Financial Assistance and access the 2024 Statement of Receipts and Disbursements & 2025 Budget templates (plus the corresponding direct payments forms). Applications will be processed in the order in which they are received. No payments can be issued until the 2025 Provincial Budget has received legislative approval.

The deadline for grant applications is **June 15**. Applications will still be accepted after June 15, but processing and payment may be delayed. For all grant related questions, and to submit grant applications electronically, please email libgrants@gov.ab.ca.

Big Library Read Title Announced



This season's featured title is an insightful and lyrical memoir that explores music, time, and self-discovery. [*Uncommon Measure*](#) will be available for simultaneous use in eBook and audiobook formats between May 15-29. The title, along with a promotional spotlight on Libby, will be added at no cost. We look forward to having you participate and to help you bring your community together through the joy of reading!

If you would like help marketing this title to your patrons, make sure to check out the [Marketing Kit on Libby](#).

TRAINING & EVENTS

Dates and registration information for upcoming library training and events.

Upcoming Parkland Training

- **Polaris Training (Virtual)**
 - April 17 from 1-3pm
- **Travelling Financial Training (In-Person)**
 - May 5 from 1:30-3:30pm @ Parkland HQ

- May 21 from 6-8pm @ Olds Municipal Library
- May 27 from 6-8pm @ Sedgewick & District Municipal Library

Summer Picks from Overdrive Librarians

**April 22
1pm**

[Join OverDrive's staff librarians](#) to hear about the best books landing on your digital shelves this summer. We're sharing can't-miss titles with highlights in romance, genre-blended titles, family reads and listens, and more! We'll send you a link to shop all the titles mentioned so you can easily add them to your collection.

How to get your board to fundraise

**April 24
11am**

Join fundraising master trainer, Chad Barger, ACFRE, ACNP for a workshop focused on equipping and motivating your board members to be great fundraisers. You'll learn how to help them get over their fear of fundraising and develop the fundraising habit. Accountability and follow through will also be discussed. [The session](#) includes tools and samples that you can use to start building a fundraising culture within your board.

Board Roles and Responsibilities

**April 23
1:30pm**

What is governance? What are the board's roles? What are the board's responsibilities? The truth is, there is no one answer to any of these questions. [Join us](#) as we help you understand governance from different perspectives. We will start with governance and what it means to the board. Then we will take you through how governance touches the entire organization, the structure of the organization, and the volunteers and staff that work in the organization. You will also have many opportunities to speak directly with others and share your experiences, test your knowledge, and ask your questions from the presenters.

Marketing for a mission

**April 28
9am**

The digital landscape is as crowded as ever, so how do mission-driven nonprofits stand out to reach new donors, volunteers, and other supporters? In this session, we will explore how nonprofits can develop and improve online communication plans that drive results. Make sure to [register to the session](#) in

Demystifying Artificial Intelligence (AI) for Non-profit Organizations

**April 29
10am**

[In this session](#) with guest presenter, Amanda Henry and hosted by the Community Development Unit, you will deepen your understanding of what artificial intelligence (AI) is and how it's used as well as receive information and insights on governance and risk management considerations for AI adoption in non-profit volunteer sector organizations. Further, some common myths and misconceptions about AI will be addressed and a curated list of resources for participants of where to learn more will be provided. The presentation is not a technical deep dive and does not include legal, insurance, or cybersecurity advice.

Legal Responsibilities and Conflict of Interest

**April 30
1:30-3pm**

Where do the board's duties and responsibilities come from? What do board members need to know in order to meet their legal responsibilities? What actions can board members take to help them meet their legal responsibilities? [This course](#) will also examine conflict of interest including tips on how to effectively manage it. Join the Community Engagement Branch for a live and

order to learn more!

Graphic Empathy: Using Graphic Novels to Elevate Excluded Voices and Connect Communities

**April 29
2pm**

As library workers, we are ever more challenged to ensure that our increasingly popular graphic literature collections are curated to reflect and serve the diverse identities, experiences, and voices of our communities. [This webinar](#) will explore the importance of depicting diversity in graphic literature collections and programming, offering practical strategies for building a more inclusive selection. Participants will learn how to create a thoughtful collection development plan, discover recommended selection aids, and reflect on exemplary titles that successfully showcase diversity.

AI and public libraries: Panel and discussion

**May 1
1pm**

The adoption and advancement of AI technologies has been swift, extensive, and...overwhelming. After assessing community interests and needs around AI in a recent poll ([summarized here](#)), WebJunction is bringing together a group

interactive webinar to find out the answers to these questions, hear what other Not-for-Profit board members are experiencing and test your knowledge of the information that is shared.

Organizational Purpose and Planning

May 7

1:30-3pm

How is planning connected to the board's roles and responsibilities? How are an organization's vision, mission, and values connected to organizational plans? What is included in the plan? The Community Engagement Branch will introduce to you why planning is needed, what it includes, and give you some ideas on how to get started. Make sure to [register for this live webinar](#) to secure a spot!

of library leaders and technologists with AI expertise to discuss some of the main themes identified in the poll results, and their professional perspectives on the questions and opportunities that AI presents. Attendees will come away with a deeper understanding of AI and its applications in public libraries, and strategies for addressing AI with the public. Make sure to [register for this informative webinar](#).

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- [Star Wars Day](#) - May 4
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- Orders for Hotlist (Fiction & Non-Fiction) are due - May 7
- [Marigold Library System Conference](#) - May 26

Safe Space Stickers



This is a reminder that Parkland has Safe Space stickers that are available to all our member libraries. If you would like one of these stickers to put up at your library (keep in mind Pride Month is only a month away...), please reach out to Paige at pmueller@prl.ab.ca. She would be happy to send a sticker, as well as instructions on how to apply it for the best results in your next van run!

Canada's Volunteer Awards

Do you have a volunteer at your library or in your community that is always going above and beyond? Why not show them a little recognition? Canada's Volunteer Awards are accepting nominations in a variety of categories until May 8, 2025 so there is still time to show your appreciation. For a full list of the available awards, application processes, and how the winners are recognized, you can visit the [Government of Canada website here](#).

Free For All: The Public Library documentary

Free for All: The Public Library tells the story of the quiet revolutionaries who made a simple idea happen. From the pioneering women behind the “Free Library Movement” to today's librarians who service the public despite working in a contentious age of closures and book bans, meet those who created a civic institution where everything is free and the doors are open to all. For more information on this film, the creators behind it and to watch a preview, [visit the film's homepage here](#).

Big Library Read Title Announced



This season's featured title is an insightful and lyrical memoir that explores music, time, and self-discovery. [*Uncommon Measure*](#) will be available for simultaneous use in eBook and audiobook formats between May 15-29. The title, along with a promotional spotlight on Libby, will be added at no cost. We look forward to having you participate and to help you bring your community together through the joy of reading!

If you would like help marketing this title to your patrons, make sure to check out the [Marketing Kit on Libby](#).

Central Alberta Fanfest seeking volunteer support

The Central Alberta Fanfest, which is hosted at the Ponoka Jubilee Library, is seeking volunteers for this year's event. The fanfest is described as a high-quality anime, comic book, sci-fi and fantasy expo with a small town feel that invites fans from around the province to participate. If you are interested in volunteering with this year's event, make sure to reach out to fanfestponoka@gmail.com to see how you can help. [Read more in this article from the Ponoka News!](#)

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Risk Management

May 21

1:30-3pm

What is risk? What types are there? How can it be assessed and managed? Risk is everywhere, but that just means that you have to spend some time to understand it and deal with the ones that are most relevant to your organization. [Make sure to reserve a spot](#) to make sure you don't miss out on this webinar!

Financial Responsibilities

May 14

1:10-3pm

What are the board's financial responsibilities? How can the board fulfill these responsibilities? What is Financial Management and what does it include? To put it simply, the board has to know what is going on, and ask questions if they don't! [Join us for more details and a few activities](#) that will introduce your financial responsibilities.

Books Without Barriers

May 15

1-2:30pm

Hosted in collaboration with NNELS and CELA, PLSB is offering this free webinar to share information and equip librarians with the tools, knowledge, and resources needed to better serve patrons with print disabilities and ensure equitable access to reading materials. [Make sure to register for this event](#) to not miss out!

Building Strong Teams & Effective Relationships

June 4

1:30-3pm

Join us for this [highly interactive webinar](#) where you and your fellow participants will deal with a specific board situation,

address the root causes, and create solutions. We will provide additional, relevant information that will help you understand why these situations arise, how to deal with them, and ideas for addressing the root causes before they happen.

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Parkland Regional Library System • 4565 46 Street • Lacombe, AB T4L0K2 • Canada



April 28, 2025

OUR FILE NUMBER: 25-SUB-032
YOUR FILE NUMBER: N/A

Steven & Teresa Gratrix
46239 Highway 855
Daysland, AB T0B 1A0



Dear Sir/Madam:

RE: PROPOSED SUBDIVISION
Lot A Plan 802-2701 & Pt. NE 16-46-16-W4, Flagstaff County

Your subdivision application was **conditionally approved** by the Subdivision Authority for the Flagstaff County on April 26, 2025. The decision is valid for one (1) year.

The decision may be appealed within twenty-one (21) days of the mailing of this letter by submitting a written notice to the appeal body (the Land and Property Rights Tribunal) as indicated within the Notes on the attached form.

Following the appeal period, an instrument (Plan of Survey) to register the approval must be prepared and submitted to this office for endorsement. However, this office cannot endorse the instrument until the appeal period has elapsed.

Endorsement also cannot be given until the attached conditions have been met. Please confirm that any appropriate documentation has been received by this office when submitting your registerable instrument.

The instrument must be prepared on your behalf by an Alberta Land Surveyor in a manner satisfactory to the Land Titles Office (10365 - 97 Street, Edmonton, T5J 3W7, phone 780-427-2742).

Please contact me at 780-486-1991 or via email j.dauphinee@munplan.ab.ca for any clarification.

Yours truly,

Jane Dauphinee
B.A. | M.Plan | RPP | MCIP
Principal/Senior Planner
Municipal Planning Services (2009) Ltd.

cc: Flagstaff County
Forestry & Parks (Christine)
Transportation & Economic Corridors
(RPAT 49058)
Canada Post (Gary/Roseanna)
Paramount Energy Operation Corp
Battle River Power Co-op

FortisAlberta Inc
Telus Communications
Ankerton Gas Co-op
Battle River School Division
Alberta Health Services (Central Zone)
Sequoia Resources Corp
Pat Hutchinson

OUR FILE NUMBER: 25-SUB-032
Lot A Plan 802-2701 & Pt. NE 16-46-16-W4


Conditionally Approved
April 26, 2025

APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:

1. That the instrument for endorsement effecting this plan be registered by Plan of Survey.
2. That the instrument affecting this tentative plan of subdivision have the effect of consolidating the portion of Pt. NE 16-46-16-W4 being subdivided with Lot A, Plan 802-2701 in such a manner that the resulting title cannot be further subdivided without Subdivision Authority approval.
3. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed lot and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of Flagstaff County.
4. That prior to endorsement of an instrument affecting this plan, the registered owner and/or developer enter into a restrictive covenant, which shall be registered by way of caveat against the title of the proposed Lot. This restrictive covenant shall include:
 - a. A drawing delineating the building pocket on the proposed lot. The building pocket will include all land within the proposed lot, excluding wetlands, pipeline rights of way; and required building setback areas from the front, rear, and side property lines; and
 - b. The requirement that all future buildings shall be constructed within the identified building pocket on the proposed lot.
5. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.

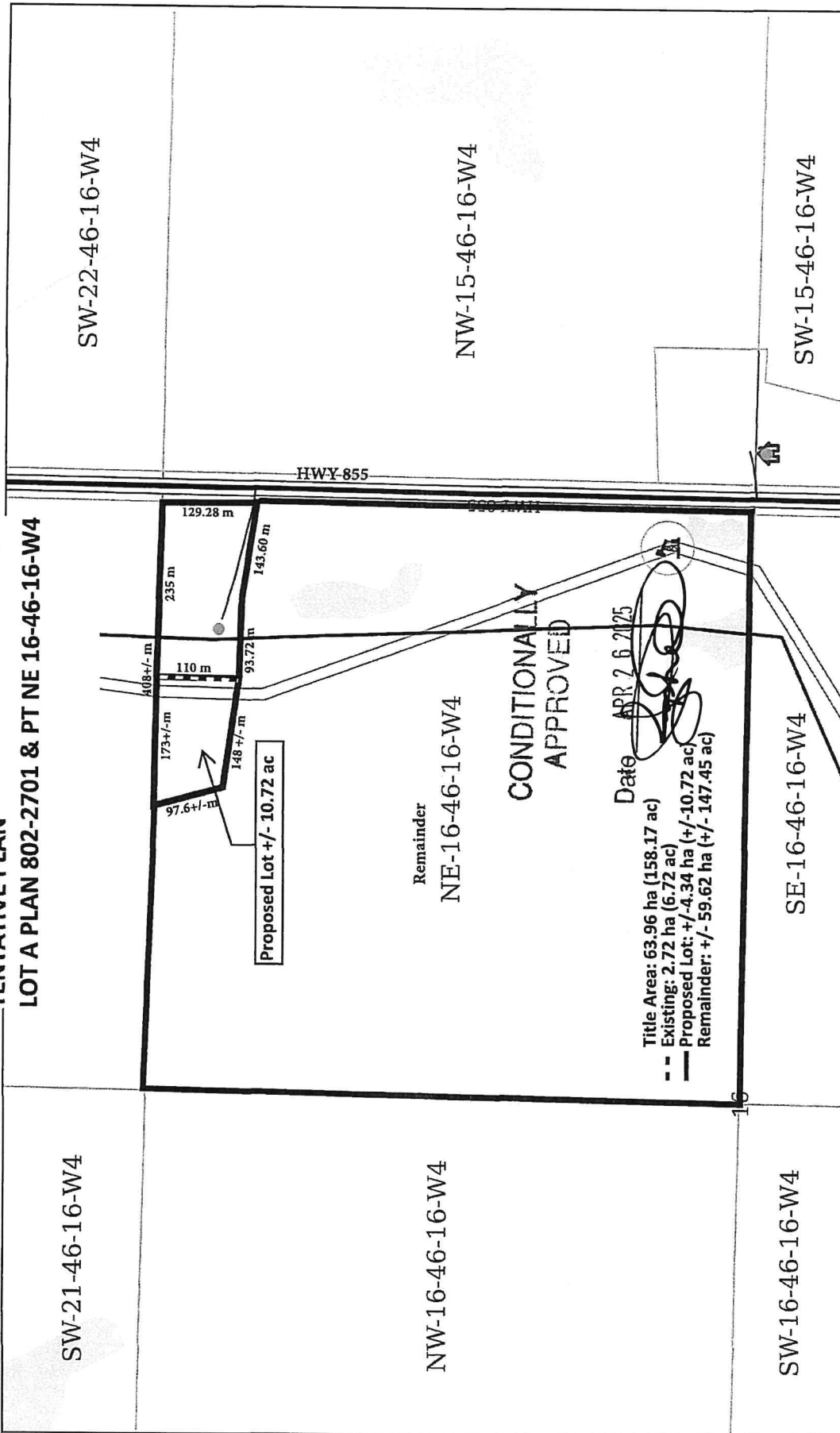
NOTES FOR INFORMATION PURPOSES ONLY: (These are not conditions of approval)

1. The subdivision is being approved because the land that is proposed to be subdivided is, in the opinion of the Subdivision Authority, suitable for the purpose for which the subdivision is intended, and the proposal is considered by the Subdivision Authority to conform to the provisions of Flagstaff County's Municipal Development Plan and Land Use Bylaw. The Subdivision Authority has not verified the availability of water on-site or the suitability of the soils on the site for sewage disposal; however, trucking services for such are available in the region. The matters listed in Section 9 of the *Matters Related to Subdivision and Development Regulation*, AR 84/2022, and submissions made by adjacent landowners were considered with care.
2. In order to expedite consideration of the final approval and endorsement of this proposal, a letter from Flagstaff County indicating that Conditions #3, #4, and #5, above have been satisfied should accompany any request for final approval or endorsement.
3. To avoid unnecessary complication, you are advised that no site work to affect your proposal should be commenced prior to endorsement of a registrable instrument by this office and/or without prior consultation with Flagstaff County as to its requirements regarding such development.
4. Flagstaff County has indicated that property taxes are outstanding in the amount of \$56.00.
5. FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make an application for electrical services.

6. Alberta Transportation and Economic Corridors indicates that the existing access may remain on a temporary basis. All direct highway accesses are to be considered temporary. No compensation shall be payable to the landowner, or their assigns or successors when Transportation and Economic Corridors removes or relocates the access or if highway access is removed and access provided via a municipal road or service road.
7. The proposed subdivision may be affected by a permanent, naturally occurring body of water or watercourse. The Province has an interest in the Crown ownership of Provincial waterbodies/or Public Land boundaries in Alberta. *Development or water diversion may not occur in waterbodies, watercourses or Public Lands without prior consultation and approval from Alberta Environment and Protected Areas and/or Alberta Forestry and Parks and may require review in accordance with the Public Lands Act, R.S.A. 2000, c. P-40, as amended.* If you have any questions about development on or near water bodies, watercourses or public land. Please contact Alberta Environment and Protected Areas and/or Alberta Forestry and Parks prior to undertaking any activity within or near the wetland.
8. In accordance with section 657 of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended, this decision is valid for one (1) year. If you are unable to complete your subdivision approval prior to the end of the one-year period, contact our office before your file expires to begin the extension request process. The extension request and fee (\$350 + GST) must be received before the file expires. Once a file has expired, an extension request cannot be processed, and a new subdivision application will be required.
9. The following information is provided as required by Section 656(2)(a) of the Municipal Government Act. Any appeal of this decision lies to the Land and Property Rights Tribunal, whose address is: 2nd Floor, Summerside Business Centre, 1229 - 91 Street SW, Edmonton, Alberta, T6X 1E9 (phone 780-427-2444).
10. Please advise your surveyor that the Subdivision Authority for Flagstaff County is "Municipal Planning Services (2009) Ltd."

TENTATIVE PLAN

LOT A PLAN 802-2701 & PT NE 16-46-16-W4



CONDITIONALLY
APPROVED

Date APR 26 2025

Title Area: 63.96 ha (158.17 ac)
 -- Existing: 2.72 ha (6.72 ac)
 — Proposed Lot: +/- 4.34 ha (+/- 10.72 ac)
 Remainder: +/- 59.62 ha (+/- 147.45 ac)



Scale 1: 7,500

100 yd
100 m

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Flagstaff County

Flagstaff County

Date Created: 2/19/2025

Restrictive Covenant

THIS AGREEMENT: Made this ____ day of _____, 2025

BETWEEN: GRANTOR:

Lots _____, Block _____, Plan _____
[MUNICIPALITY]
(hereinafter called the "Owner")

AND: GRANTEE:
[MUNICIPALITY]
[ADDRESS 1]
[ADDRESS 2]
(hereinafter called the "Flagstaff County")

WHEREAS the Grantor is the equitable and Registered owners of certain lands located in Flagstaff County within the Province of Alberta, consisting of those lands more particularly described in Schedule "A" attached (herein called the "lands");

AND WHEREAS As a condition of granting subdivision approval with respect to the lands, the Owner was required to prepare and enter into a Restrictive Covenant agreement with the County acknowledging that the lands are subject to development restrictions and allowing for the registration of the agreement against title to the lands;

AND WHEREAS Flagstaff County wishes to establish certain obligations and restrictions to ensure compliance with the conditions of subdivision approval, specifically by requiring future buildings to be located in accordance within the identified building pocket on the lot in accordance with the AB Wetland Policy, applicable AER setbacks from pipeline Rights-of-Way and the County's Municipal Development Plan and Land Use Bylaw.

AND WHEREAS the County, pursuant to the terms of the Municipal Government Act, RSA 2000, c. M-26, as amended (the MGA") has the direction, control and management of roadways adjacent to and in the vicinity of the lands (the "County lands") and is entitled to Register this Restrictive Covenant pursuant to Section 651.1 of the MGA;

AND WHEREAS the lands will be burdened by, and the County land will benefit from, the restrictive covenant herein and any obligations and restrictions shall run to the benefit of the County and bind the owner or owners of the lands and any parcel or portion thereof from time to time;

AND WHEREAS the owner and the County shall be deemed to refer to such parties and their respective grantees, assigns, and successors in title,

THEREFORE the owner does (or itself, for its transferees, and for its assignees) covenant as follows:

Application

1. The lands described in Schedule "A" shall be a servient tenement.
2. Roads adjacent to and in the vicinity of the servient tenement (the lands), under the direction, control and management of the County, shall be a dominant tenement.
3. The lands described in Schedule "A" shall be subject to the restrictions and conditions herein set forth which shall be deemed to be covenants running with the lands and annexed to the lands and shall be binding upon and be a burden on the lands and the owner of the lands from time to time. The covenants shall enure to the benefit of the County. The provisions of this Restrictive Covenant shall not terminate without the express written consent of County.

Covenants and Restrictions

4. The restrictive covenants set out under this heading are granted with the intent that they shall run with the lands for the benefit of the County, and shall bind and be a burden on the Owner of the lands and the successor in title of the lands (but not so as to render the Owner of the lands liable in damages after it or they shall have parted with all interest in the Owner's lands).
5. The Owner shall not undertake, permit, or commence any excavation, stockpiling or building construction upon the lands outside of the identified building setback area, except as required for livestock fencing and driveway construction.

Lands Burdened and Benefitted

6. The burden of the covenants and restrictions shall pass with and extend and be annexed to, and run with and bind each and every part of the lands and shall also bind the owners and all successors in title to all or any portion of the lands, and any other persons, firms, corporations or organizations having at any time any right of use, occupancy or possession of all or any portion of the lands or of all or any portion of any existing or future building or improvement situate upon the lands or any part thereof. The covenants and restrictions shall pass with, extend to, run with, and benefit each and every part of the lands, and shall also extend to and be enforceable by, the owner of each and every part of the lands, and the successors and assigns who have acquired all or any portion of such owner's interest in the lands so as to ensure to each and every successor and assign of such owner deriving all or any portion of such owner's interest in the lands under or through such owner.

Notwithstanding any provision in this agreement, the County shall not be responsible for any damage or loss incurred or sustained by an owner.

Remedies

7. In the event of a breach by any Owner, the County shall be entitled to obtain an order specifically enforcing the performance of such obligation or an injunction prohibiting any such breach. Any action taken or document executed in violation of this Restrictive Covenant shall be void and may be set aside by the County. Any costs and expenses of any such proceeding, including attorney's fees in a reasonable amount, shall be paid by the defaulting Owner and shall constitute a lien against the land, and improvements thereon, or the interests therein, until paid.

Miscellaneous

8. The provisions of this Restrictive Covenant do not absolve the owner of the lands or any portion or parcel thereof from complying with any easement or other instrument affecting the lands, or from complying with any general, provincial or municipal regulation or any amendments thereto.

9. This Restrictive Covenant agreement may be Registered, by way of Caveat at the Land Title Office against the lands described in Schedule "A".
10. This Restrictive Covenant shall be construed in accordance with the laws of the Province of Alberta.
11. The article headings in this Restrictive Covenant are for convenience only, shall in no way define or limit the scope or content of this Restrictive Covenant, and shall not be considered in any construction or interpretation of this Restrictive Covenant or any part hereof.
12. In this Restrictive Covenant, the masculine and the singular shall be read as feminine, neuter, and plural where the context requires.
13. Any provisions of this Restrictive Covenant made void or rendered invalid by any law in force in the Province of Alberta or adjudged not to be a covenant running with the land shall not invalidate or render unenforceable the remaining provisions of this Restrictive Covenant.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their corporate seal by the hand of their proper officers in that behalf and the individuals have signed their names by witness the day and year first above written.

SIGNED, SEALED, AND DELIVERED:

[Municipality]

Per: _____
Reeve

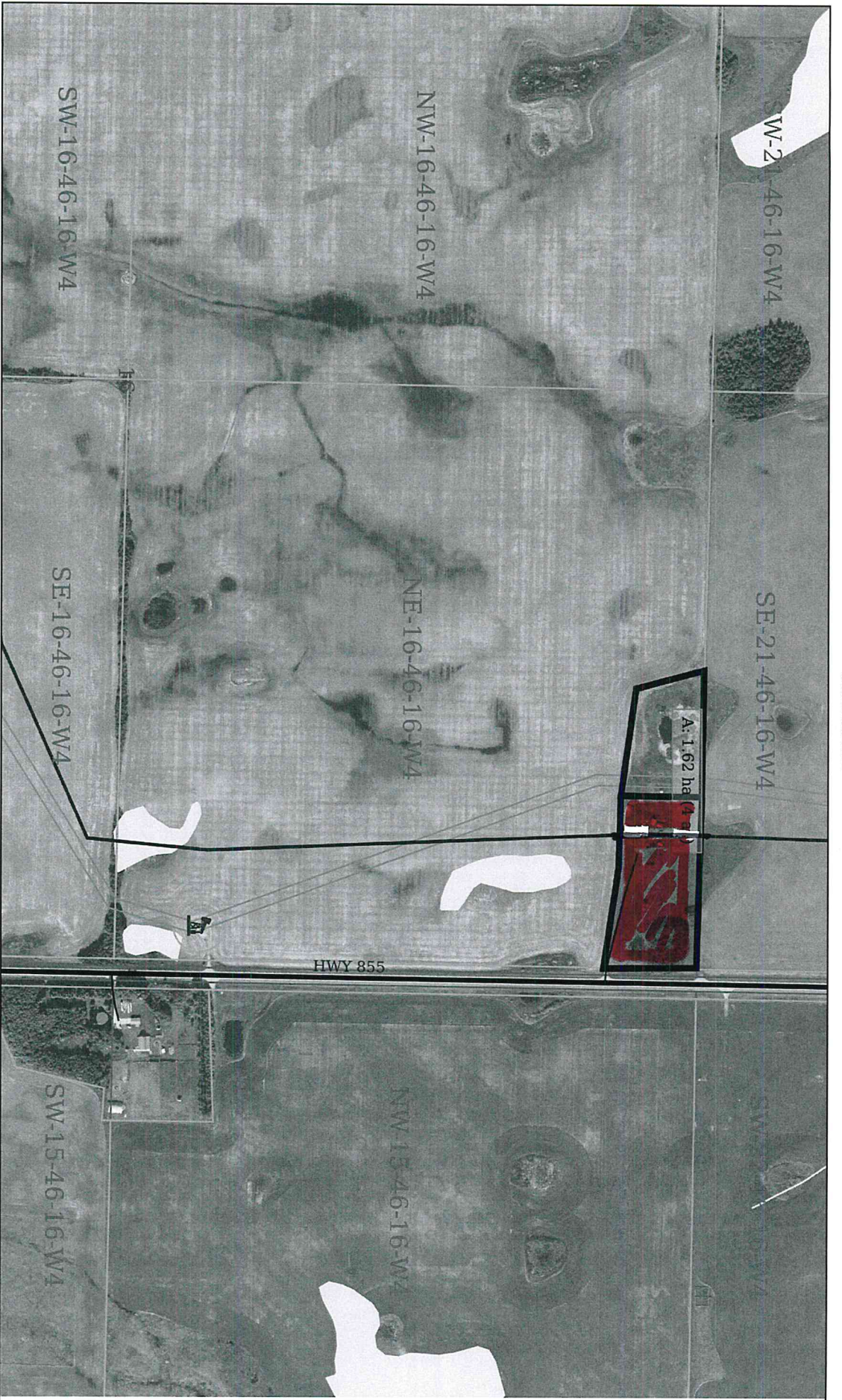
Per: _____
Chief Administrative Officer

Witness

LANDOWNER

LANDOWNER

Schedule A



Scale 1: 7,500



*Building footprint
exact area to be
determined by surveyor*

Flagstaff County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and Flagstaff County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of Flagstaff County. Copyright Flagstaff County. All Rights Reserved.

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Flagstaff County

Date Created: 2/19/2025

SCHEDULE "A"

AFFIDAVIT OF ATTESTATION OF AN INSTRUMENT

FORM 31
Land Titles Act
(Sections 155 and 156)

I, _____, of _____, in the Province of Alberta, make oath and say:
(Witness Name) (Location)

1. I was personally present and did see [LANDOWNER] who, on the basis of the identification provided to me, I believe to be the persons named in the within (or annexed) instrument, duly sign the instrument;
2. The instrument was signed at _____, in the Province of Alberta, and I am the subscribing witness thereto;
(Location)
3. I believe that the persons whose signature I witnessed is at least eighteen (18) years of age

SWORN BEFORE ME at the

_____, in the
Province of Alberta, this ____ day
of _____, 2025

A Commissioner for Oaths
in and for Alberta

Print Name: _____

My Commission Expires: _____

Witness Signature

Dower Affidavit
FORM B
Dower Act
(Sections 4)

I, [LANDOWNER], of [MUNICIPALITY], in the Province of Alberta, make oath and say:

1. I am the transferor (or the agent under power of attorney in my favour registered in the Land Titles Office on as instrument number granted by the transferor(s) named in the within instrument.

2. ☐ I am (or my principal is) not married.

- OR -

☐ Neither myself nor my spouse (or my principal nor my principal's spouse) have resided on the within mentioned land at any time since our (or their) marriage.

- OR -

☐ I am (or My principal is) married to _____ being the person who executed the release of dower rights registered in the Land Titles Office on _____ as instrument number.

- OR -

☐ A judgement for damages was obtained against me by the spouse (or my principal by my principal's spouse) and registered in the Land Titles Office on _____ as Instrument number _____.

SWORN BEFORE ME at the

_____, in the
Province of Alberta, this ____ day
of _____, 2025

A Commissioner for Oaths in and for Alberta

Print Name: _____

My Commission Expires: _____

LANDOWNER

LANDOWNER

From: Seniors Information <Seniorsinformation@gov.ab.ca>
Sent: April 24, 2025 2:38 PM
To: Seniors Information
Subject: Recognizing Seniors' Week 2025 – Community Declaration
Attachments: 2025 Seniors' Week Community Declaration.pdf

For 39 years, the Government of Alberta has dedicated the first week of June to honour and recognize seniors for their invaluable contributions to our province. This year, Seniors' Week is from June 2 to 8 and will be kicked off with a provincial launch event on June 2 in the City of Camrose.

All municipalities, First Nations communities, and Metis Settlements are encouraged to officially declare Seniors' Week to demonstrate your community's support and to generate greater awareness of the importance of seniors in Alberta.

To officially declare Seniors' Week in Alberta, a declaration is made by a senior official (i.e., Mayor/Reeve, Chief) at the community level. All communities that notify us that they have declared Seniors' Week will be recognized on [our website](#).

To assist communities in declaring Seniors' Week, attached is a sample Community Declaration for your community to consider using. If your community uses the attached example, kindly email the signed copy to seniorsinformation@gov.ab.ca by May 31, 2025. Following Seniors' Week, a version signed by The Honourable Minister Nixon will then be returned to your community.

The Government of Alberta encourages communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors throughout Seniors' Week. To learn more, please visit the [Seniors' Week website](#) or email us at seniorsinformation@gov.ab.ca if you have any questions.

Thank you.

Ministry of Seniors, Community and Social Services
Government of Alberta

Classification: Protected A



DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 2 – 8, 2025 to be Seniors' Week in

Community

Official Title

Official Signature

The Honourable Jason Nixon; Minister of Seniors, Community and Social Services

Subject: FW: Just two weeks left until HSCD has our biennial symposium on May 8, 2025.
Attachments: Socialmedia-post-info.png; Socialmedia-post-agenda.png; Symposium-2025-poster.pdf

From: Administrator Camrose Hospice <admin@camrosehospice.com>
Sent: April 23, 2025 4:01 PM
To: Administrator Camrose Hospice <admin@camrosehospice.com>
Subject: Just two weeks left until HSCD has our biennial symposium on May 8, 2025.

Hello to everyone,

We are getting closer to the Hospice Society of Camrose and District Symposium on May 8, 2025 *Enriching the journey through education*. There are still spots available. If you have not already registered, please do so by purchasing your e-ticket through this link: <https://tinyurl.com/bd2ny5mp>. If you require more information, call 780-608-0636 or email admin@camrosehospice.com.

We hope to see you there. Attached is a post about the agenda, and if you need more information, our poster is also included for those who may not have seen it. Please share so everyone has the opportunity to attend. Thank you in advance.

Warm regards,
HSCD Team
5415 49 Ave
Camrose, AB T4V 0N6
780-608-0636
admin@camrosehospice.com



Our lives are connected in relationships with communities across multiple Treaty Lands. We acknowledge what those treaties mean and the responsibility of being Treaty People. We acknowledge that the land where our office resides is Treaty 6 territory and a traditional meeting ground and home for many Indigenous Peoples, including Cree, Saulteaux, Niisitapi (Blackfoot), Métis, and Nakota Sioux. Our gratitude to all Ancestors and Keepers of the land on whose traditional territories we are honoured to work.

Enriching the journey through education.

Presented by:



Hospice Society
OF CAMROSE AND DISTRICT

**A symposium for families & individuals preparing
well for end-of-life.**

**Open to professionals, volunteers, caregivers,
general public.**



Death unpacked with keynote speaker: **Jeremy Allen**

**"Learning about grief and loss better enables
you to do the job you've been entrusted with. I
will teach you how to lean into the discomfort
of the difficult conversations."**

Date: May 8, 2025

Time: 9:00 a.m. to 3:15 p.m.

**Place: Mirror Lake Centre 5415 -
49 Ave. Camrose, AB, T4V 0N6**



DEATH *Ed.*
GRIEF & LOSS EDUCATION



Afternoon Panel

- Eric Barstad - Attorney
- Dustin Eckstrand -
Financial Adviser
- Bart Orr - Funeral
Director
- Tyler Weber - Funeral
Director
- Caregivers Alberta

**Includes: a morning snack
with tea/coffee, a hot lunch,
and afternoon coffee/tea.**

**Cost \$75.00 To register
and obtain your ticket -**

1. e-Ticket through Zeffy.com
<https://tinyurl.com/bd2ny5mp>
2. Call 780.608.0636 or email
admin@camrosehospice.com

Hospice Society of Camrose and District is hosting their symposium on May 8, 2025

Agenda: *A full day*

Refreshments and welcoming remarks

Keynote speaker: Jeremy Allen
Q&A

Noon Hot lunch

Afternoon Panel Presentations from
five local professionals

Q&A

Closing remarks



Hospice Society
OF CAMROSE AND DISTRICT

For information on our biennial event,

- call 780.608.0636
- email
admin@camrosehospice.com
- visit our website
www.camrosehospice.org/events
or
- to obtain your ticket click here
<https://tinyurl.com/bd2ny5mp>

Learn to live well and die well.



Hospice Society
OF CAMROSE AND DISTRICT

Celebration

in honour of
Association of Communities Against Abuse

35 Years of Service



May 15th, 2025

4:00 pm to 6:00 pm

Annual General Meeting
ACAA Central Office
4804 50 St. Stettler or via Zoom

Celebration to follow at
Oaklynn & Vine, 4810 50 St. Stettler

Refreshments will be served.

RSVP to: info@acaahelps.ca (403) 742-3558

If you are unable to attend in Stettler, please join us to celebrate in Camrose or Drumheller.

North Celebration

May 13th, 2025

4:00 pm to 6:00 pm

Spotlight Diner

5041 50 Street Camrose

Refreshments will be served.



South Celebration

May 14th, 2025

4:00 pm to 6:00 pm

Badlands Community Facility

80 Veterans Way Drumheller

Refreshments will be served.

Please RSVP if you plan to attend one or more events:

info@acaahelps.ca

(403) 742-3558, extension 1