



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 Council
Agenda for Regular Council Meeting RM.12.25
10:00 a.m., December 3rd, 2025

The Regular Meeting of the Council of the Municipal District of Spirit River No. 133 will be held in the Council Chambers of the Municipal Office situated at 4202 50th Street in the Town of Spirit River in the Province of Alberta on Wednesday, December 3rd, 2025, at 10:00 a.m.

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17. CLOSED MEETING (FORMERLY IN-CAMERA)

Closed Session as per Municipal Government Act R.S.A. 2000, Section 197 (4) to discuss:

- Intermunicipal Relations (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 26)
 - Land (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 20)
 - Labour (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 19).
 - LEGAL (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 27).
- A. **LABOUR:** *Labour (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 19).*
- B. **LEGAL:** *Legal (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 27).*
- C. **LAND:** *Land (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 20).*
- D. **INTERMUNICIPAL** *(Intermunicipal Relations (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 26).*
- E. **INTERMUNICIPAL** *(Intermunicipal Relations (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 26).*
- F. **LAND:** *Land (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 20).*

18. ADJOURNMENT



1

MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133
Organizational Meeting of Council
Monday, November 3, 2025
10:00 am
Minutes

The Organizational Meeting of the Council of the Municipal District of Spirit River No.133 held in Council Chambers of the Municipal Office situated at 4202 50th Street in the Town of Spirit River in the Province of Alberta on Monday, November 3, 2025, 10:00 a.m.

IN ATTENDANCE:

- Tony Van Rootselaar
- Dean Wark
- Bernie Schoorlemmer
- Shelley Rozecki
- Evelyn Bzowy

Administration:

- Interim CAO Shirley Hayden
- Interim Economic Development Officer Monty Bremont
- Public Works Manager Dave Johnson
- Agricultural Fieldman Simon Amting
- Corporate Finance Officer Elena Valdes
- Executive Assistant Rebecca Fitzsimmons
- Communications Liaison Denise Van Rootselaar

1. CALL TO ORDER

Meeting called to order by Interim CAO Shirley Hayden at 10:00 a.m.

2. OATHS OF COUNCIL

Oaths of New Council

- Bernard Schoorlemmer
- Shelley Rozecki
- Dean Wark
- Evelyn Bzowy
- Tony Van Rootselaar

3. ADOPTION OF AGENDA

MOTION: OM 01-11-03-2025

Moved by Councillor Bzowy to adopt the agenda of the November 3, 2025 Organizational Meeting with the following additions: Item 10. Z ICF Committee and Item 17. Bylaw 02-2025 corrected to read Bylaw 03-2025.

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CARRIED UNANIMOUSLY.

4. ELECTION OF REEVE for the ensuing year

Interim CAO Hayden called for nominations for Reeve.

Councillor Rozecki nominated Councillor Van Rootselaar for Reeve.

Councillor Van Rootselaar accepted nomination.

Interim CAO Hayden called for nominations a second time.

Interim CAO Hayden called for nominations a third and final time.

MOTION: OM 02-11-03-2025:

Moved by Councillor Wark that nominations cease.

CARRIED UNANIMOUSLY.

Councillor Van Rootselaar was declared Reeve by Acclamation by Interim CAO Hayden.

Interim CAO Hayden turned the meeting over to Reeve Van Rootselaar.

5. ELECTION OF DEPUTY REEVE for the ensuing year

Reeve Van Rootselaar called for nominations of Deputy Reeve.

Councillor Schoorlemmer nominated Councillor Wark for Deputy Reeve.

Councillor Wark accepted nomination.

Reeve Van Rootselaar called for nominations a second time.

Reeve Van Rootselaar called for nominations a third and final time.

MOTION: OM 03-11-03-2025

Councillor Rozecki moved that nominations cease.

CARRIED UNANIMOUSLY.

Councillor Wark was declared Deputy Reeve by acclamation.

6. ELECTION OF ACTING REEVE for the ensuing year

Reeve Van Rootselaar called for nominations of Acting Reeve.

Councillor Bzowy nominated Councillor Schoorlemmer for Acting Reeve.

Councillor Schoorlemmer accepted nomination.

Reeve Van Rootselaar called for nominations a second time.

Reeve Van Rootselaar called for nominations a third and final time.

MOTION: OM 04-11-03-2025

Deputy Reeve Wark moved that nominations cease.

CARRIED UNANIMOUSLY.

Councillor Schoorlemmer was declared Acting Reeve by acclamation.

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7. APPOINTMENT of CAO

MOTION: OM 05-11-03-2025

Deputy Reeve Wark moved that Shirley Hayden be appointed as Interim CAO.

CARRIED UNANIMOUSLY.

Council Organization Meeting recessed at 10:17AM.

MOTION: OM 06-11-03-2025

Moved by Deputy Reeve Wark that Council reconvene the Organizational Meeting at 10:22 am.

CARRIED UNANIMOUSLY.

8. APPOINTMENT of DEVELOPMENT OFFICER

MOTION: OM 07-11-03-2025

Moved by Councillor Rozecki to appoint Monty Bremont as Development Officer for the Municipal District of Spirit River No. 133.

CARRIED UNANIMOUSLY.

9. ESTABLISHMENT OF REGULAR MEETING LOCATION, DATES, AND TIMES

MOTION: OM 08-11-03-2025

Councillor Bzowy moved that Council meetings follow the regular meeting schedule with the first meeting of the month to be held at 10:00 am and the third meeting of the month to be held at 5:00 pm, further, the meetings be held at the Municipal District of Spirit River No. 133 council chambers in the Town of Spirit River.

CARRIED UNANIMOUSLY.

10. APPOINTMENT OF COUNCILLORS

**A. AGRICULTURAL APPEAL COMMITTEE (Bylaw No.04-1996)
(MD Member appointments – minimum three members)**

MOTION: OM 09-11-03-2025

Moved by Councillor Rozecki that Shane Milkovich and Keegan Milkovich be appointed to the Agricultural Appeal Committee.

CARRIED UNANIMOUSLY.

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B. AGRICULTURAL SERVICE BOARD (Bylaw No.07-2011)

Councillor Bzowy declared pecuniary interest at 10:34 am, leaves Council Chambers.

Reeve Van Rootselaar declared Conflict of interest at 10:37 am, leaves Council Chambers.

Councillor Bzowy and Reeve Van Rootselaar returned to Council Chambers at 10:38 am.

Review of Bylaw 01-2025.

MOTION: OM 10-11-03-2025

Moved by Councillor Bzowy that Bylaw 01-2025 be read a 1st time with the following amendments:

- *Increase public members from 4 to 5;*
- *3.e. Correction: "County" should read "Municipality";*
- *4.C.ii. Add "and public";*
- *4.C.v Prepare Strategic Plan to coincide with ASB Budget;*
- *8.A. "Same day delegation approvals will be at discretion of the Chair and Agricultural Fieldman";*

CARRIED UNANIMOUSLY.

MOTION: OM 11-11-03-2025

Moved by Deputy Reeve Wark that Bylaw 01-2025 be read a 2nd time.

CARRIED UNANIMOUSLY.

MOTION: OM 12-11-03-2025

Moved by Councillor Rozecki that consent be given to read Bylaw 01-2025 a 3rd time.

CARRIED UNANIMOUSLY.

MOTION: OM 13-11-03-2025

Moved by Councillor Schoorlemmer that Bylaw 01-2025 be read a 3rd and final time, and be passed.

CARRIED UNANIMOUSLY.

MOTION: OM 14-11-03-2025

Moved by Councillor Bzowy that Councillors Rozecki and Schoorlemmer be appointed to Agricultural Service Board (ASB).

CARRIED UNANIMOUSLY.

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Reeve Van Rootselaar left Council Chambers declaring a Conflict of Interest, and Councillor Bzowy left Council Chambers declaring Pecuniary Interest, at 10:51 am.

Public Works Manager Dave Johnson left Council Chambers at 10:53 am.
 Returned to Council Chambers at 10:54 am.

MOTION: OM 15-11-03-2025

Moved by Councillor Rozecki to appoint the following individuals as Members at Large to the Agricultural Service Board (ASB):

- *Aaron Young*
- *Jesse Meyer*
- *Clint Lefley*
- *Barb Pybus*
- *Jackie Lefley*

CARRIED UNANIMOUSLY.

Reeve Van Rootselaar and Councillor Bzowy returned to Council Chambers at 11:03 am.

C. ASSESSMENT REVIEW BOARD CLERK (ARB)
(Bylaw 06-2018)

MOTION: OM 16-11-03-2025

Moved by Deputy Reeve Wark that Monty Bremont be appointed as the Assessment Review Board Clerk

CARRIED UNANIMOUSLY.

D. ASSESSMENT REVIEW BOARD (ARB) MEMBERS (Bylaw No.06 -2018) Two
members representing MDSR No.133.

MOTION: OM 17-11-03-2025

Moved by Councillor Schoorlemmer that Denise Van Rootselaar and Sandra VanRootselaar be appointed to the Assessment Review Board as Members at Large for the MD of Spirit River.

CARRIED UNANIMOUSLY.

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E. CENTRAL PEACE ATTRACTION & RETENTION COMMITTEE

One Councillor. One Alternate Member of Council.

MOTION: OM 18-11-03-2025

Moved by Deputy Reeve Wark that Councillor Bzowy be appointed to the Central Peace Attraction and Retention Committee, and Councillor Rozecki as Alternate Member.

CARRIED UNANIMOUSLY.

F. Central Peace Family and Community Support Services (FCSS)

One Councillor. One Alternate Member of Council.

Two members at large (Bylaw No.07-2005)

MOTION: OM 19-11-03-2025

Moved by Councillor Schoorlemmer that Councillor Bzowy be appointed as the Council Member to Family and Community Support Services, Councillor Rozecki as Alternate Member.

CARRIED UNANIMOUSLY.

Reeve Van Rootselaar left Council Chambers at 11:14 am, declaring Conflict of Interest.

MOTION: OM 20-11-03-2025

Councillor Rozecki moved that Vanessa Pybus and Pat Sydoruk be appointed as Members at Large to the Family and Community Support Services Board.

CARRIED UNANIMOUSLY.

Councillor Rozecki left Council Chambers at 11:17 am.

Reeve VanRootselaar returned to Council Chambers at 11:18 am.

Councillor Rozecki returned to Council Chambers at 11:19 am.

G. Central Peace Fire & Rescue Commission

Two Councillors. One Alternate Member of Council.

Reeve VanRootselaar noted that the letter submitted to Council from CPFRC Chair and Vice Chair was signed by both the Chair and Vice Chair. Signatures were redacted for privacy.

MOTION: OM 21-11-03-2025

Councillor Rozecki moved that Deputy Reeve Wark and Councillor Schoorlemmer be appointed as Council Members to the Central Peace Fire & Rescue Commission.

CARRIED UNANIMOUSLY.

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MOTION: OM 22-11-03-2025

Councillor Bzowy moved that Councillor Rozecki be appointed as Alternate Council Member to the Central Peace Fire & Rescue Commission.

CARRIED UNANIMOUSLY.

- H. Central Peace Medical Services Corporation Director
One Councillor. No Alternate required.

MOTION: OM 23-11-03-2025

Councillor Rozecki moved that Reeve Van Rootselaar be appointed as Council Member to the Central Peace Medical Services Corporation Board of Directors.

CARRIED UNANIMOUSLY.

- I. Central Peace Regional Emergency Management Committee (CPREM)
(Disaster Services Committee)
One Councillor. One Alternate Member of Council.

MOTION: OM 24-11-03-2025

Moved by Councillor Rozecki that Councillor Bzowy be appointed as Council Member to the Central Peace Regional Emergency Management Committee.

CARRIED UNANIMOUSLY.

MOTION: OM 25-11-03-2025

Moved by Councillor Bzowy that Councillor Rozecki be appointed as Alternate Council Member to the Central Peace Regional Emergency Management Committee.

CARRIED UNANIMOUSLY.

- J. Central Peace Regional Water Supply Project (CPRWSP)
One Councillor. One Alternate Member of Council.

MOTION: OM 26-11-03-2025

Moved by Reeve Van Rootselaar that Councillor Schoorlemmer be appointed as Council Member to the Central Peace Regional Water Supply Project, and that Deputy Reeve Wark be appointed as Alternate Council Member.

CARRIED UNANIMOUSLY.

- K. Central Peace Seed Cleaning Co-op
One Councillor. One Alternate Member of Council.

MOTION: OM 27-11-03-2025

Moved by Councillor Rozecki that Reeve Van Rootselaar be appointed as Council Member to the Central Peace Seed Cleaning Co-op, and that Councillor Schoorlemmer be appointed as the Alternate Council Member.

CARRIED UNANIMOUSLY.

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Simon Amting left Council Chambers at 11:50am and returned at 11:52 am.

L. G5 Committee
Members of Council

MOTION: OM 28-11-03-2025

Moved by Councillor Bzowy that the Municipal District of Spirit River No. 133 Council Members be appointed as Members of the Central Peace G5 Committee.

CARRIED UNANIMOUSLY.

M. Grande Spirit Foundation
One Councillor. (GSF bylaw updated in 2022 no alternate member required) .

MOTION: OM 29-11-03-2025

Moved by Deputy Reeve Wark to appoint Reeve Van Rootselaar as Council Member representative on behalf of the Municipal District of Spirit River No. 133, to the Grande Spirit Foundation.

CARRIED UNANIMOUSLY.

N. INTERMUNICIPAL COLLABORATION FRAMEWORK COMMITTEE (ICF)
Two Councillors.

MOTION: OM 30-11-03-2025

Moved by Councillor Bzowy that Reeve Van Rootselaar and Deputy Reeve Wark be appointed to represent MD of Spirit River No. 133 to Town of Spirit River and Saddle Hills County, with Councillor Rozecki appointed as Alternate Member.

CARRIED UNANIMOUSLY.

MOTION: OM 31-11-03-2025

Moved by Deputy Reeve Wark that Councillors Bzowy and Rozecki be appointed as Council Members to represent MD of Spirit River No. 133 to Birch Hills County and Village of Rycroft, with Councillor Rozecki appointed as Alternate Member.

CARRIED UNANIMOUSLY.

O. MACKENZIE MUNICIPAL SERVICES AGENCY SUBDIVISION AUTHORITY
Bylaw No.02-2023 – MMSA appointment as Subdivision Authority.

MOTION: OM 32-11-03-2025

Moved by Councillor Rozecki to appoint Councillor Bzowy as Council Member representative to the Mackenzie Municipal Services Agency (MMSA).

CARRIED UNANIMOUSLY.

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P. MUNICIPAL PLANNING COMMISSION MEMBERS

All Council

(MPC) (Bylaw No.04-2001)

MOTION: OM 33-11-03-2025

Moved by Councillor Rozecki that the Municipal District of Spirit River No. 133 Council Members be appointed as members of the Municipal Planning Commission.

CARRIED UNANIMOUSLY.

Q. MUNICIPAL PLANNING COMMISSION (MPC) CHAIRMAN
 Councillor

MOTION: OM 34-11-03-2025

Moved by Councillor Rozecki that Reeve Van Rootselaar be appointed as Chairman of the Municipal District of Spirit River No. 133 Municipal Planning Commission.

CARRIED UNANIMOUSLY.

MOTION: OM 35-11-03-2025

Moved by Councillor Rozecki that Deputy Reeve Wark be appointed to the Municipal District of Spirit River No. 133 Municipal Planning Commission as Deputy Chairman.

CARRIED UNANIMOUSLY.

R. NORTHERN ALBERTA ELECTED LEADERS

One Councillor. One Alternate Member of Council.

MOTION: OM 36-11-03-2025

Moved by Councillor Schoorlemmer that Deputy Reeve Wark be appointed as Council Member representative to Northern Alberta Elected Leaders Board (NAEL), further that Reeve Van Rootselaar be appointed as Alternate Member representative, on behalf of the Municipal District of Spirit River No. 133.

CARRIED UNANIMOUSLY.

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- S. Peace Regional Economic Development Alliance (PREDA)**
One Councillor. One Alternate Member of Council. *Northern Transportation Alliance Board (NTAB) is a subcommittee under PREDA - nominated Council member represents both boards.

MOTION: OM 37-11-03-2025

Moved by Deputy Reeve Wark that Council Rozecki be appointed as the Council Member representative on behalf of the Municipal District of Spirit River No. 133 to the Peace Regional Economic Development Alliance (PREDA), further that Councillor Schoorlemmer be appointed as the Alternate Member representative to the PREDA Board, on behalf of the Municipal District of Spirit River No. 133.

CARRIED UNANIMOUSLY.

- T. NORTHERN TRANSPORTATION ADVOCACY BUREAU (NTAB)**
PREDA-appointed representative. Subcommittee of PREDA

MOTION: OM 38-11-03-2025

Moved by Councillor Bzowy that Councillor Rozecki be appointed as the Council Member representative on behalf of the Municipal District of Spirit River No. 133 to the Northern Transportation Advocacy Bureau (NTAB), further that Councillor Schoorlemmer be appointed as Alternate Member representative to the NTAB Board.

CARRIED UNANIMOUSLY.

- U. PEACE REGIONAL INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD MEMBERS**
(Bylaw No.09-2024) (Bylaw No.06-2019 repealed)
Two members. One Clerk.

MOTION: OM 39-11-03-2025

Moved by Councillor Bzowy to appoint Denise Van Rootselaar and Sandra VanRootselaar as Members at Large representatives on behalf of the Municipal District of Spirit River No. 133, to the Peace Regional Intermunicipal Subdivision and Development Appeal Board.

CARRIED UNANIMOUSLY.

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**V. PEACE REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD CLERK
 (Bylaw No.09-2024)**

MOTION: OM 40-11-03-2025

Moved by Deputy Reeve Wark to appoint Monty Bremont as Clerk to the Peace Regional Intermunicipal Subdivision and Development Appeal Board, on behalf of the Municipal District of Spirit River No. 133.

CARRIED UNANIMOUSLY.

W. South Peace Regional Archives

One Councillor. One Alternate Member of Council.

MOTION: OM 41-11-03-2025

Moved by Deputy Reeve Wark to appoint Councillor Bzowy as Council Member representative of behalf of the Municipal District of Spirit River No. 133 to the South Peace Regional Archives, further that Councillor Rozecki be appointed as the Alternate Member representative.

CARRIED UNANIMOUSLY.

X. SPIRIT RIVER AIRPORT COMMITTEE

One Councillor. One Alternate Member of Council.

MOTION: OM 42-11-03-2025

Moved by Councillor Rozecki that Deputy Reeve Wark be appointed as Council Member representative on behalf of the Municipal District of Spirit River No. 133 to the Spirit River Airport Committee, further that Councillor Schoorlemmer be appointed as the Alternate Member representative.

CARRIED UNANIMOUSLY.

Y. Veterinary Services Inc. (VSI) (1980) Committee

One Councillor. One Alternate Member of Council.

MOTION: OM 43-11-03-2025

Moved by Councillor Bzowy that Councillor Rozecki be appointed as Council Member representative on behalf of the Municipal District of Spirit River No. 133 to the Veterinary Services Inc (VSI) Committee, further that Councillor Schoorlemmer be appointed as the Alternate Member representative.

CARRIED UNANIMOUSLY.

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11. DESIGNATION OF FINANCIAL INSTITUTION & SIGNING AUTHORITY

Three Councillors: Reeve/Deputy Reeve/Acting Reeve

Three Administrative Staff: CAO/Acting CAO/Director of Corporate Services (in the absence of the CAO)

- **ATB FINANCIAL**
- **ATB WEALTH**
- **RBC**

MOTION: OM 45-11-03-2025

Moved by Councillor Bzowy that the Alberta Treasury Branch (ATB) be appointed as the primary financial institution for the Municipal District of Spirit River No. 133 for the ensuing year, and that Reeve Van Rootselaar, Deputy Reeve Wark, Acting Reeve Schoorlemmer, Interim CAO Shirley Hayden, be appointed as primary signing authorities for all financial accounts. Further that Director of Corporate Services, Elena Valdes, shall be granted signing authority for the financial accounts of the Municipal District of Spirit River No. 133 held at the Alberta Treasury Branch and the Royal Bank of Canada, with this authority only to be utilized in the absence of the CAO/Acting CAO.

CARRIED UNANIMOUSLY.

12. DESIGNATION OF BUSINESS CRA ACCOUNT ONLINE ACCESS

MOTION: OM 44-11-03-2025

Moved by Deputy Reeve Wark that individuals named on the online CRA account who are no longer employed by the MD of Spirit River No. 133 be removed from the account, and add as authorized representatives to the account Interim CAO Shirley Hayden, Corporate Finance Officer Elena Valdes, and Interim Economic Development Officer Montana Bremont.

CARRIED UNANIMOUSLY.

13. MA CONNECT ADMIN

MOTION: OM 46-11-03-2025

Moved by Councillor Schoorlemmer that the motion to appoint the CAO, Assistant CAO, Director of Corporate Services to be designated users of MA Connect portal for the Municipal District of Spirit River No. 133, further that MA Connect Admin include the addition of Interim Economic Development Officer Montana Bremont, and approved.

CARRIED UNANIMOUSLY.

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14. SAFETY DEPOSIT BOX AUTHORIZATION – RFD

Three Councillors: Reeve/Deputy Reeve/Acting Reeve

Three Administrative Staff: CAO/Acting CAO/Director of Corporate Services (in the absence of the CAO)

MOTION: OM 47-11-03-2025

Moved by Councillor Bzowy that the Municipal District of Spirit River No. 133 maintain a Safe Deposit Box at the Alberta Treasury Branch (ATB) for the following individuals hereby authorized to have access to the said Safe Deposit Box, with there being two of the following signatures required to access the safety deposit box: Reeve Van Rootselaar, Deputy Reeve Wark, Acting Reeve Schoorlemmer, Interim CAO Shirley Hayden, and be it further resolved that the Assistant or Acting CAO, and the Director of Corporate Services, shall be granted access authority to the Safe Deposit Box, with one member of the aforementioned authorized staff, with this authority only to be utilized in the absence of the CAO.

CARRIED UNANIMOUSLY.

15. APPOINTMENT OF THE MUNICIPAL AUDITOR – No Motion needed

FOR INFORMATION ONLY - Motion 229.09.06.23 – Motion appointing JDP Wasserman as MDSR 133 auditor on a 3-year term: 2023/2024/2025.

16. MUNICIPAL DISTRICT OF SPIRIT RIVER NO.133 COMMITMENT TO SAFETY

MOTION: OM 48-11-03-2025

Moved by Councillor Rozecki that Council of the Municipal District of Spirit River No. 133 acknowledge and support the continued development of the Municipal District of Spirit River No 133 Safety Manual, continuing to provide training and resources so that the needs of the municipality can be completed with the safety of our employees and the public as a priority. That the Occupational Health and Safety Act, Code and Regulations continue to be used as the minimum level of safety operation and awareness, and that the Municipality strive for excellence in all departments, further that the safety manual be brought forward to Council once annually at the organizational meeting for verification of its effectiveness within the organization.

CARRIED UNANIMOUSLY.

MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133
Minutes for Organizational Meeting of Council
Monday, November 3, 2025

17. ESTABLISHMENT OF COMMITTEE OF THE WHOLE

MOTION: OM 49-11-03-2025

Moved by Deputy Reeve Wark that Bylaw 03-2025, Establishment of the Committee of the Whole, be read a 1st time.

CARRIED UNANIMOUSLY.

MOTION: OM 50-11-03-2025

Moved by Councillor Schoorlemmer that Bylaw 03-2025, Establishment of the Committee of the Whole, be read a 2nd time.

CARRIED UNANIMOUSLY.

MOTION: OM 51-11-03-2025

Moved by Councillor Rozecki that consent be given to read Bylaw 03-2025, Establishment of the Committee of the Whole, a 3rd time.

CARRIED UNANIMOUSLY.

MOTION: OM 52-11-03-2025

Moved by Councillor Bzowy that Bylaw 03-2025, Establishment of the Committee of the Whole, be read a 3rd and final time, and be passed.

CARRIED UNANIMOUSLY.

18. ADJOURNMENT

MOTION: OM 53-11-03-2025

Moved by Reeve Van Rootselaar to adjourn the Organizational Meeting at 12:26pm.

CARRIED UNANIMOUSLY.

Reeve
 Tony Van Rootselaar

Interim CAO
 Shirley Hayden



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 Council
Minutes for Regular Council Meeting RM.11.25
10:00 a.m., November 3rd, 2025

The Regular Meeting of the Council of the Municipal District of Spirit River No. 133 will be held in the Council Chambers of the Municipal Office situated at 4202 50th Street in the Town of Spirit River in the Province of Alberta on Monday, November 3rd, 2025, at 10:00 a.m.

IN ATTENDANCE:

- Tony Van Rootselaar
- Dean Wark
- Bernie Schoorlemmer
- Shelley Rozecki
- Evelyn Bzowy

Administration:

- Interim CAO Shirley Hayden
- Interim Economic Development Coordinator Monty Bremont
- Public Works Manager Dave Johnson
- Agricultural Fieldman Simon Amting
- Corporate Finance Officer Elena Valdes
- Executive Assistant Rebecca Fitzsimmons
- Communications Liaison Denise Van Rootselaar

1. CALL TO ORDER

Meeting called to order by Reeve Van Rootselaar at 1:17 pm.

2. AGENDA ADDITIONS

17D. Closed Meeting regarding Labour.

3. ADOPTION OF THE AGENDA

MOTION 210.11.03.25

Moved by Councillor Schoorlemmer to accept the Agenda for the Regular Council Meeting RM 11-25 be adopted with the following amendments: 17.D.Closed Session – Labour.

CARRIED UNANIMOUSLY.

4. ADOPTION OF PREVIOUS MINUTES

A. Adoption of Minutes from the September 3rd, 2025 Regular Council Meeting RM.10.25

MOTION 211.11.03.25

Moved by Reeve Van Rootselaar that the minutes for the September 3rd, 2025 Regular Council Meeting RM.10.25 be adopted.

CARRIED UNANIMOUSLY.

- B. Adoption of Minutes from the September 9th, 2025 Special Council Meeting SM.05-25
MOTION 212.11.03.25
 Moved by Reeve Van Rootselaar that the minutes for the Special Council Meeting SM.05.25 be adopted.

CARRIED UNANIMOUSLY.

- C. Adoption of Minutes from the September 15th, 2025 Special Council Meeting SM.06-25
MOTION 213.11.03.25
 Moved by Reeve Van Rootselaar that the minutes for the Special Council Meeting SM.06.25 be adopted.

CARRIED UNANIMOUSLY.

- D. Adoption of Minutes from the September 15th, 2025 MPC Meeting 03-2025
MOTION 214.11.03.25
 Moved by Reeve Van Rootselaar that the minutes for the MPC Meeting MPC.03.2025 be adopted.

CARRIED UNANIMOUSLY.

5. **DECLARATION OF INTEREST**
6. **COUNCILLOR ABSENCES**
7. **PUBLIC HEARING**
8. **DELEGATIONS**
9. **BUSINESS ARISING FROM MINUTES**
10. **REPORTS**

- A. **PUBLIC WORKS REPORT**
 Public Works Supervisor Dave Johnson reviewed with Council Public Works Report RM.11.25.
MOTION 215.11.03.25
 Moved by Councillor Rozecki to accept Public Works Report as presented.

CARRIED UNANIMOUSLY.

- B. **CAO REPORT**
 Interim CAO Shirley Hayden reviewed with Council the Interim CAO Report RM.11.25.
MOTION 216.11.03.25
 Moved by Councillor Rozecki to accept the Interim CAO Report as presented.

CARRIED UNANIMOUSLY.

C. AGRICULTURAL FIELDMAN REPORT

Agricultural Fieldman Simon Amting reviewed with Council the Ag Fieldman Report RM 11.25.

MOTION 217.11.03.25

Moved by Councillor Schoorlemmer that Ag Fieldman Simon Amting to create and advertise an awareness campaign, to inform MD residents of presence of Kochia in the municipality, and relevant control mechanisms.

CARRIED UNANIMOUSLY.

MOTION 218.11.03.25

Moved by Councillor Bzowy to accept Agricultural Fieldman Report as presented.

CARRIED UNANIMOUSLY.

D. FINANCE REPORT

Director of Corporate Services Elena Valdes presented the quarterly Financial Report: RM 11.25.

MOTION 219.11.03.25

Moved by Councillor Rozecki to accept the Financial Report as presented.

CARRIED UNANIMOUSLY.

E. COUNCIL REPORTS

- a. Central Peace Regional Water System Collaboration Committee
- b. Central Peace Family and Community Support Services
- c. Central Peace Fire and Rescue Commission

MOTION 220.11.03.25

Moved by Councillor Bzowy to accept Council Reports as presented.

CARRIED UNANIMOUSLY.

11. TABLED ITEMS AND OLD BUSINESS**12. RECOMMENDATIONS FROM COMMITTEES****13. NEW BUSINESS****A. Proposed Policy Amendment: Leg 23 Board and Committee Member Code of Ethics****MOTION 221.11.03.25**

Moved by Deputy Reeve Wark that council adopt the Legislative Policy Leg 23 Board and Committee Member Code of Conduct and Guiding Principles Policy; further that the policy be approved with the following amendments:

- Remove 'when necessary'
- Add 'Chair and persons directed by the board'
- '...Municipal District of Spirit River No. 133 to approve of registration and cover associated costs'

CARRIED UNANIMOUSLY.

B. Human Resources Policy Development: HR.19 Staff Hiring Policy

MOTION 222.11.03.25

Moved by Councillor Schoorlemmer that council adopt Human Resources Policy HR.19 Staff Hiring Policy with the following amendments:

- MD has the right to request Drivers' Abstracts at the MDs expense as deemed necessary by the MD;
- Further that an employee hired as a Commercial Driver will provide a five-year Commercial Driver's Abstract at the MDs expense.

CARRIED UNANIMOUSLY.

C. Minister Meeting at the Alberta Legislature: Minister of Municipal Affairs Dan Williams

MOTION 223.11.03.25

Moved by Councillor Rozecki that council approve Reeve Van Rootselaar, Councillor Rozecki, Councillor Bzowy, Interim CAO Hayden, and Economic Development Coordinator Monty Bremont, attend an in-person meeting with Minister of Municipal Affairs, Dan Williams to take place on November 17th, 2025 at the Alberta Legislature during the fall RMA conference. Further that, Montana Bremont forward Daycare, AFSC and Amalgamation information to council members.

CARRIED UNANIMOUSLY.

D. Attendance Authorization: Chair of Spirit River Daycare Society to attend the Meeting with the Minister of Education, Demetrious Nicolaides

MOTION 224.11.03.25

Moved by Deputy Reeve Wark that council authorize the attendance of the Chair of the Spirit River Regional Daycare Society, Mary Ellen Norton, to attend the meeting with Minister Nicolaides and members of the MD of Spirit River No.133 council on November 18th, 2025, during the Rural Municipalities of Alberta Conference; further that the Municipal District to cover travel and lodging expenses for the attendance of the Spirit River Daycare Society Chair.

CARRIED UNANIMOUSLY.

Meeting recessed at 2:42 p.m.

Councillors Rozecki and Bzowy left Council Chambers at 2:42 pm, returning to Council Chambers at 2:46 pm.

Elena Valdes and Denise Van Rootselaar left Council Chambers at 2:42 pm.

Meeting resumed at 2:48 p.m.

CAO Hayden advised that key participants in closed session were under time constraints, advising council to consider entering into closed session while the participants were available to present the information.

17. CLOSED MEETING (FORMERLY IN-CAMERA)

MOTION 225.11.03.25

Moved by Deputy Reeve Wark that the regular meeting go into closed session as per Municipal Government Act R.S.A. 2000, Section 197 (4) to discuss Intermunicipal Relations (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 26), Land (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 20), and Labour (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 19).

CARRIED UNANIMOUSLY.

The meeting went into closed session at 2:48 p.m.

Montana Bremont left the meeting at 3:26 p.m.

MOTION 226.11.03.25

Moved by Deputy Reeve Wark that the meeting to come out of closed session.

CARRIED UNANIMOUSLY.

The meeting came out of closed session at 4:29pm.

Deputy Reeve Wark left the meeting at 4:29 p.m., returning to the Council meeting at 4:30 pm.

The regular meeting resumed at 4:30 pm.

MOTION 227.11.03.25

Moved by Reeve Van Rootselaar that regular meeting RM-11-25 recess at 4:33 p.m.

CARRIED UNANIMOUSLY.

MOTION 228.11.03.25

Moved by Reeve Tony Van Rootselaar that regular meeting RM-11-25 reconvene.

CARRIED UNANIMOUSLY.

Regular Meeting RM-11-25 reconvened at 4:34 pm.

Denise Van Rootselaar returned to meeting at 4:34 pm.

MOTION 229.11.03.25

Moved by Councillor Schoorlemmer that whereas the Municipal District of Spirit River No.133 is party to the Intermunicipal Collaboration Framework with Saddle Hills County established June 2019 , for the delivery of shared services and resources, the successful implementation of the framework depends upon timely communication, good faith negotiation, and the prompt resolution of disputes; it is necessary to establish clear protocol to ensure that all parties either commit to active, facilitated discussion or automatically escalate the matter to final and binding arbitration; further that correspondence be sent to Saddle Hills County requesting that council members and administration from both municipalities be present during negotiations, Further that, if the parties elect facilitated negotiation, but fail to reach a negotiated settlement by a tentative date of: February 14th, 2026, that the facilitated negotiation process shall be deemed concluded without resolution, and the matter shall immediately proceed to mandatory binding arbitration.

CARRIED UNANIMOUSLY.

MOTION 230.11.03.25

Moved by Deputy Reeve Wark that Council approve the purchase of 1.15 acres of land at a price of \$6,000 per acre, totaling \$6,900.00, to secure the necessary right-of-way and proceed with the intersection upgrade project, with funds coming from Municipal District of Spirit River No. 133 capital reserves; further, to be noted that the MD of Spirit River No.133 will be reimbursed for the land purchase by AB Transportation and Economic Corridors, and the Reeve and the Chief Administrative Officer be authorized to execute the necessary documentation.

CARRIED UNANIMOUSLY.

MOTION 231.11.03.25

Moved by Councillor Bzowy to direct administration to send letter to the Family and Community Support Services (FCSS) Board acknowledging the Board's correspondence and thanking the Board for clarification, further to accept the correspondence item as information.

CARRIED UNANIMOUSLY.

13.E. Economic Growth Questionnaire: Town of Spirit River**MOTION 232.11.03.25**

Moved by Reeve Van Rootselaar that the information provided by council regarding the Town of Spirit River Questionnaire Survey be forwarded to the Town of Spirit River administration.

CARRIED UNANIMOUSLY.

Denise Van Rootselaar left the meeting at 5:10 p.m. and returned at 5:14 p.m.

F. 2026 STIP Funding Application – Strategic Transportation Infrastructure Program**MOTION 233.11.03.25**

Moved by Deputy Reeve Wark that council approves the 2026 STIP applications for both Municipal District of Spirit River No.133 Projects: Bridge Files #71053 (Viercant Bridge) and Bridge File #13988 (Rawlek Slide) with funds to cover the municipal districts share of the costs for both projects, to come from municipal reserves.

CARRIED UNANIMOUSLY.

G. VSI Annual General Meeting, Peace River, Friday, November 7th, 2025.**MOTION 234.11.03.25**

Moved by Councillor Rozecki that council accept the 2025 VSI Veterinary Services Inc. AGM as information, further, to authorize the Agricultural Fieldman and the appointed member Councillor Schoolemmer of the ASB board to attend the conference on behalf of the MD of Spirit River No. 133, further that the funds to cover costs associated with attending the conference, to come from Municipal District of Spirit River No.133 Agricultural Services Board budget.

CARRIED UNANIMOUSLY.

- H. **2025/2026 Alberta Community Partnership Grant (Spirit River Regional Airport) Municipal District of Spirit River No.133 and The Town of Spirit River.**

MOTION 235.11.03.25

Moved by Councillor Bzowy that the Municipal District of Spirit River supports the Town of Spirit River's (managing partner) submission of a 2025/26 Alberta Community Partnership grant application in support of the Spirit River Regional Airport Project, with no matching contribution being required to come from the Municipal District of Spirit River No.133.

CARRIED UNANIMOUSLY.

- I. **Policy Updating Human Resources HR.12 Workplace Violence**

MOTION 236.11.03.25

Moved by Deputy Reeve Wark to approve Municipal District of Spirit River No 133 Human Resources Policy: HR.12 Workplace Violence.

CARRIED UNANIMOUSLY.

Deputy Reeve Wark left Council Chambers at 5:39 pm, returning to Council Chambers at 5:40 pm.

- J. **CLH BID - Request for Placement of CLH Bid.com Van SW.4.78.5 W6**

MOTION 237.11.03.25

Moved by Councillor Rozecki that the Municipal District of Spirit River No.133 enter into an agreement with CLH Bid to allow the company to place an advertisement in the form of a dry van placed on MD land located at: SW-4-78-5 W6th with the following condition: CLH Bid shall include a provision in the agreement that the organization is required to proactively maintain the management of vegetation control around the area where the dry van is placed. CLH Bid will assume all expenses associated with vegetation control of the area, further that the MD at its discretion has the right to request the company remove the dry van at any given time, which the company will remove said van immediately at the company's expense.

CARRIED UNANIMOUSLY.

- K. **Purchase of Christmas Lights for the MD Administration Office**

MOTION 238.11.03.25

Moved by Reeve Van Rootselaar that item 13.K. Purchase of Christmas Lights for the MD Administration Office be tabled to a future meeting, further that, council direct the Agricultural Fieldman to investigate further quotes from local and surrounding area companies.

CARRIED UNANIMOUSLY.

- L. **Cancellation of Regular Council Meetings: November 5th and November 19th, 2025**

MOTION 239.11.03.25

Moved by Deputy Reeve Wark that the Municipal District of Spirit River No. 133 Regular council meetings for November 5th and November 19th, 2025, be cancelled.

CARRIED UNANIMOUSLY.

14. BYLAWS

A. CAO BYLAW -04 -2025

MOTION 240.11.03.25

Moved by Councillor Rozecki that Bylaw 04 -2025, CAO Bylaw, be read a first time.

CARRIED UNANIMOUSLY.

MOTION 241.11.03.25

Moved by Councillor Schoorlemmer that Bylaw 04 -2025 CAO Bylaw, be read a second time.

CARRIED UNANIMOUSLY.

MOTION 242.11.03.25

Moved by Deputy Reeve Wark that consent be given for third reading of Bylaw 04 -2025 CAO Bylaw.

CARRIED UNANIMOUSLY.

MOTION 243.11.03.25

Moved by Councillor Bzowy that Bylaw 04-2025 CAO Bylaw, be read a third and final time and be passed.

CARRIED UNANIMOUSLY.

Denise Van Rootselaar left the meeting at 5:59 p.m.

15. CORRESPONDENCE AND INFORMATION

D. Request for Financial Donation

MOTION 244.11.03.25

Moved by Deputy Reeve Wark, that council direct administration send correspondence in response to the sponsorship request to convey that although the request is denied due to budgetary restrictions, the municipality is extending an invitation to submit an article in the Municipal District of Spirit River No.133 monthly newsletter that will promote the accomplishments and activities of the athlete.

CARRIED UNANIMOUSLY.

MOTION 245.11.03.25

Moved by Deputy Reeve Wark that Council accept Correspondence items 15.A. through 15.H. as information.

CARRIED UNANIMOUSLY

16. COUNCIL ISSUES AND CONCERNS

Interim CAO, Shirley Hayden and Executive Assistant Rebecca Fitzsimmons left the meeting at 6:04 p.m.

17. CLOSED MEETING (FORMERLY IN-CAMERA)

MOTION 246.11.03.2025

Moved by Deputy Reeve Wark the regular meeting enter into closed session as per Municipal Government Act Section 197 (4) R.S.A. 2000, *to discuss Personnel (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure, ATIA, Section 19).*

CARRIED UNANIMOUSLY.

The meeting entered into closed session at 6:04pm.

MOTION 247.11.03.2025

Moved by Deputy Reeve Wark to come out of closed session.

CARRIED UNANIMOUSLY.

The meeting came out of closed session at 6:45 pm.

18. ADJOURNMENT

MOTION 248.11.03.25

Moved by Reeve Van Rootselaar that the Regular Meeting RM 11.25 be adjourned.

CARRIED UNANIMOUSLY.

The meeting was adjourned at 6:59 p.m.



PUBLIC WORKS DEPARTMENT DIRECTOR'S REPORT

DATE: December 3, 2025

Administrative		
Grading	Grading has been ongoing with all the freeze-thaw; Public Works team have been catching up on roads and are getting prepped for the winter.	
Plowing		
Gravel	Gravel haul is complete for this year;	
Culvert Installation/Repair	We have replaced various culverts throughout the MD	
Washouts		
Brushing	Assessing brush along MD roads and compiling brushing program to be rolled out in the coming winter months.	
Signage	Fabricating holders for the tiger tails on MD bridges; holders can be pinned and laid down to accommodate large loads and avoid the historical damage done when traffic exceeds available space and people use chainsaws and/or other methods (eg. chainsaws to dismantle and essentially break for transport of items such as combine headers).	
Bridge Files	Vicrant bridge improvements still awaiting arrival of treated timbers, delay caused by breakdown at manufacturer – however, work will still get done this winter when the timbers arrive.	
Nardam		
Public Works Shop		
Equipment		
Training		
Ratepayer Comments		
Miscellaneous		

CAO Report: December 3rd, 2025

GREAT NEWS FOR OUR BUS PROGRAM - Lauren Slavik at Calgary United Way contacted administration and has confirmed the renewal of funding allocations for the Municipal District of Spirit River No.133 for the 2026–2028 period. The funding amount for 24 months, April 1st, 2026 – March 31, 2028, is: \$108,000.00. This is a wonderful boost to our transportation program, as administration is continually applying for grants, seeking out new sponsorship streams and renewal of current sponsorships.

Meeting with the Ministers November 17th and 18th at the Alberta Legislature – Administration met with Minister of Municipal Affairs Dan Williams and Minister of Education and Childcare Demetrios Nicolaides regarding significant need for the development of a Daycare in the Spirit River area, and also share with Minister Williams ongoing concerns regarding the continued reduction of AFSC services at the Spirit River office. Meetings with both Ministers were very productive and Council and Administration presented a comprehensive package that detailed community impact analysis and strategic arguments for provincial support to increase the level of AFSC services and the critical need for a regional daycare facility.

Reached out to Traci O'Connell – Rec Coordinator for the Town of Spirit River regarding their annual Festival of Trees celebration – The Town sends its sincere thanks for Council's continual sponsorship of the event.

Kate Lovin, Program Coordinator from Alberta Environmental Farm Plan Program reached out to Administration and will be renting office space to meet with with producers in our area to deliver the Environmental Farm Plan program. EFP is a voluntary, free, and confidential program that helps agricultural producers identify environmental risks on their farms and develop plans to mitigate those risks.

EFP is run by the non- profit organization Agricultural Research and Extension Council of Alberta (ARECA) and is grant funded by the provincial government.

Non-profit farmer/rancher led organization supporting a network of research and extension association to connect producers to programs, services and research to improve profitability and sustainability of their farm business. By completing a whole-farm self-assessment, producers can improve efficiency, increase profitability, and enhance their sustainability practices. The EFP is often a prerequisite for certain agricultural funding grants and helps producers demonstrate a commitment to environmental stewardship to consumers and partners.

CAO Report: December 3rd, 2025

Meeting with Danielle Hessler at Two Twelve Consulting – RE: HR options for the MD, Administration reached out to HR companies in the Peace Region, most recently we met with Danielle local owner/ operator of the Consulting firm Two Twelve Consulting.

She offers a variety of services that are offered to small, medium and large sized businesses that need Human Resource support, organization, design and/or implementation. Their team is Peace Country born and raised and is familiar with Alberta labour legislation and municipal government operations. Danielle is well versed in Human Resources Management and is preparing a proposal for our council of the multi- level packages her company offers which will be presented at a future meeting.

Administration spoke with Brennan Stone from Alberta Transportation Peace River Division: regarding the inquiry on establishing a Gravel Conversion Reserve Fund: correspondence from Alberta Transportation responded that funding is strictly tied to the timeline of the intersection project. If the MD proceeds now AT covers the cost of gravel conversion (as it aligns with the Hwy 2 and Township Road 780 project). If we wait: The MD would forfeit this specific funding offer and be responsible for full conversion costs in the future, and AT will not provide reserve funds for future conversion or maintenance. A Memorandum of Agreement has been provided by Alberta Transportation and Economic Corridors which confirms \$2,250,000 in 100% provincial funding for the Highway 2 and Township Road 780 intersection improvement. Under this agreement, the MD will manage the engineering, land acquisition, and construction delivery. The scope includes specific funding to convert the service road near Township Road 771 from asphalt to gravel, this will be an item for councils' discussion.

Friendly Reminders

MD council supper to discuss the Intermunicipal Collaboration Framework (ICF) December 10th at 6:00 p.m.

AEOP Mandatory Follow-up Training for Council December 11th at 10:00 am.

Local events:

The RCMP are taking donations of nonperishable food items and new unwrapped toys for their Cram-a-Cruiser fundraiser from December 1st – 19th between 8 am to 4 p.m. Monday to Friday at the SR Detachment.

Town of Spirit River and Knettes – Winter Carnival and Festival of Trees is taking place on Friday December 5th.

CAO Report: December 3rd, 2025

Communication with AFSC:

Hi Braden,

I wanted to contact you today regarding the reduction in AFSC service at the MD office.

When the MD council met with Minister Sigurdson, he assured council members that the MD would have an AFSC representative at minimum four days per month. We have had residents make the drive into the office on Wednesdays only to realize there is no representative at the office. My concern is the MD wasn't made aware that there would be further reduction in services. Initially it started as reduced hours due to staff shortage because of holidays, I wasn't made aware of the two day per month schedule, only until I saw a sign had been posted to the AFSC office door. I have followed up with Patricia Woronuk periodically and she did not receive a response also I have not received any other contact from the office besides Patricia. My question is why has the service has been further reduced without proper communication with the municipality?

AFSC Response:

Hello Shirley,

Thank you for your email regarding the AFSC Spirit River Branch Office. Braden Barber, insurance team leader for the north region, shared it with me so I could respond.

As you are aware, AFSC transitioned the Spirit River office to a hybrid branch office in November 2024, providing in-person assistance one day per week with virtual and phone support the rest of the time. As walk-in traffic continued to decline, we adjusted our schedule in July 2025 to offer in-person support every second Wednesday.

We continue to see low walk-in traffic, with only one or two people visiting the branch during in-person office hours. This is coupled with a high adoption of online tools by Spirit River clients, with 89 per cent of clients filing their forms online. Over the past seven months, visits have averaged fewer than 10 per month, compared to a provincial average of approximately 97 walk-ins per branch.

Maintaining strong client connections while adapting to changing needs remains a priority for AFSC. With that in mind, we have dedicated team member Zoe Iwasiuk supporting Spirit River clients. Clients can also visit any of our other branch offices in the north, contact the Client Care Centre by phone at 1.877.899.2372, or connect with a Client Care Agent through live chat on AFSC.ca or through AFSC Connect.

CAO Report: December 3rd, 2025

I continue to work with AFSC's executive leadership team and the Ministry of Agriculture and Irrigation on how we support Spirit River clients as we move forward.

Sincerely,

Bobbie-Jo

Bobbie-Jo Curle

She/Her

Vice President Insurance, Agristability & LPI

Agriculture Financial Services Corporation



5718 56 Ave, Lacombe, AB, T4L 1B1



Tel: (587) 417-5062



Web: www.AFSC.ca

Holiday Hours:

Enclosed in the agenda package is an RFD regarding proposed Christmas Holiday closures; for additional information and Council reference, Saddle Hills County is closed from the end of day on December 19th and re-opening on January 5th, and TOSR is closed December 24th to January 2nd, re-opening on Monday, January 5th.

Response from Darlene Knezevich – MD with regard to the ARB and SDAB appointment

Mrs. Knezevich is unable to participate as a member due to personal commitments. Note: re board: MD has two appointed members fulfilling the required number of members.

Central Peace Regional Emergency Management Committee Meeting November 27th

Information regarding the role of the DEM- Director of Emergency Management, CAO is the administrative lead for the Municipal Emergency Plan (MEP). While Council declares emergencies, the DEM directs the response. This training track prepares municipal leadership to manage critical incidents ranging from natural disasters (wildfires, floods) to infrastructure failures. It combines Statutory Responsibilities (DEM Training) with Operational Competency (ICS 100-300). The goal is to ensure the municipality can effectively declare a State of Local Emergency (SOLE), manage liability, coordinate with provincial bodies, and execute a synchronized response with first responders. I currently have my ICS 100 will work on obtaining ICS 200 and 300 over the next year.

The Financial Department has continued to advance several major projects, funding applications, and core operational tasks. Below is a summary of key activities and progress to date:

Grant Applications & Funding Opportunities

STIP Applications – Bridge Projects

- The department submitted **STIP applications for two bridge projects**:
 - **Rawlek Slide**: The application was declined once again. The project's **Structural Condition Rating (SCR)** is 77.8%, which remains above the STIP eligibility threshold of 44.4%.
 - **Viercant Bridge**: This application was received by the Province and is **currently under review**. Administration is awaiting further communication regarding its status.

CCBF Grant – Viercant Bridge

- Administration is assessing the potential to apply for **CCBF funding** for the Viercant Bridge project.
 - If the STIP application is declined, CCBF may fully fund the project.
 - If STIP is approved, CCBF may be used to cover any remaining project costs not funded through STIP.

ACP Grant Submission

- The **ACP grant** for the Town of Spirit River—with the MD acting as **managing partner**—was successfully submitted on **November 6th 2025**.

Financial Operations & Budget Work

- Administration continues to work through **account reconciliations** to ensure accuracy ahead of year-end reporting.
- The **Interim 2025 Operating and Capital Budget drafts** have been completed and prepared for Council consideration.
- Staff have begun **year-end tasks**, including audit preparation and required reporting processes.

- **Insurance renewal** documents have been received, and updated costs will be incorporated into the **Final 2026 Operating Budget**.
 - Work is underway on the **Catalis license renewal**.
-

Payroll, Accounts Payable & Administrative Tasks

- Payroll and accounts payable processes continue smoothly, and **all invoices are now up to date**.
- The department is currently **reviewing candidates** who applied for the Accounts Payable position to fill the existing vacancy.



a division of Englobe

CENTRAL PEACE REGIONAL WATER SUPPLY SYSTEM PHASES 1 & 2

PROJECT OVERVIEW

November 04, 2025

ENGINEERING OVERVIEW

NOTE: Sections that include notable updates are highlighted in bold text.

1. **Pipeline Alignment Land Agreements:** Landowner easement signoffs were entirely obtained by the Land Agent for the alternate pipeline alignment (third alternate) that was re-routed to avoid holdout properties, with the final easement signoff obtained in late June 2024. A pipeline alignment adjustment was also implemented to avoid an abandoned oil company well on one of the easement agreement land parcels. A working space agreement was arranged for the property at the top of the Peace River valley hill for the steel pipe HDD work. Meetings with the Land Occupant for the property at the top of the valley hill that included the Contractor and the County, occurred on December 03 and December 04, 2024, to coordinate and set some ground rules for usage of the farm field by the pipeline Contractor. The Land Occupant requested a minor alignment change to the pipeline to curve the pipeline when the pipeline changes direction to continue southward. The existing signed pipeline easements with the landowner was amended and executed in January 2025 in accordance. Another recent pipeline alignment adjustment was suggested by the County to provide more separation from a deep ravine towards the north end of the HDPE pipeline in the vicinity of Township Road 795. The alignment adjustments for this new change were reviewed and corresponding updates to the land agreements were procured in August 2025.

2. **Steel Pipe Contract for Peace River Valley Hill (Contract 2):** Horizontal drilling of steel portion of the pipe was completed on February 04, 2025, which was then followed by reaming of the hole with a 26" reamer head. Reaming operations were completed on March 03, 2025. The 16" (400 mm) diameter steel pipe was successfully pulled back through the reamed drill passage on March 04, 2025. The total length of the HDD steel pipe installation was 1,770 m. The HDD Subcontractor, The Crossing Company, then demobilized their equipment off site. Work remaining for the Contract 2 project includes installation of pig launching/receiving concrete vaults at the top and bottom of the hill on the steel pipe portion of the pipeline. The transition of the pipeline material to high density polyethylene (HDPE) plastic at the top of the hill with installation of the section of HDPE pipe to reach the road allowance at the west end of the field (approximately 900 m) commenced in April 2025 and was completed in May 2025, installed by open cut trenching method of installation. Installation of a valve and temporary pig launch riser was completed in June 2025. The concrete vaults have been ordered with a long delivery date and are tentatively scheduled to be installed in fall/winter 2025 following their delivery to site. Initial restoration of topsoil over the disturbed areas of the pipeline was undertaken in August 2025. Final site restoration around the concrete vault locations will follow the installation work. Pipeline flushing and leakage testing shall be completed following the vault installations and the final completion date has been extended to spring 2026.

3. **River Intake and Raw Water Transfer Station (Contract 1):** *Following award of the Contract by Saddle Hills County in late May 2025, Greenfield Construction mobilized their jobsite trailer facilities to the Dunvegan project site and commenced construction on site in July 2025 with the access road construction down the hill to the raw water transfer station location. Bulk excavation of the project site continued through the month of September and the access roadways have been constructed including the access down to the River's edge for the temporary trestle bridge construction. A 275 Ton crane with 170 foot boom is being utilized on the River for the installation of the temporary trestle bridge to the river intake structure. Construction of the trestle bridge was started in mid-October 2025 and shall be completed in November 2025. Installation of the temporary cofferdam isolation system for the river intake structure shall proceed following completion of the trestle bridge. A second 275 Ton crane was mobilized to site and is being utilized at the Raw Water Transfer Station wet well location. Excavation of the 28 m deep wet well within the secant pile wall shoring system was completed on October 27, 2025. The horizontal boring rig for installation of the river intake piping was positioned at the bottom of the wet well excavation and commenced boring of the 42 inch steel casing for the intake pipes on October 31, 2025. The boring installation of the steel casing is anticipated to be completed in late November 2025. Installation of the river intake piping within the 42 inch steel casing shall proceed following completion of the horizontal boring for the steel casing. Construction completion of the Contract 1 facility remains scheduled for autumn 2027. Photos of the construction are attached.*

4. **HDPE Raw Water Transfer Piping Contracts (Contracts 3+):** The contracts for the balance of the raw water transfer pipeline that extends from the top of the river valley, south to Spirit River and Rycroft are yet to be tendered. Working together with the County, the adjusted pipeline alignment has been determined, and the County is awaiting notification of additional grant funding from the Province in order to proceed with finalization of the design and tendering of the contracts for construction.

5. **Electrical Service to the Pumping Station:** The route for servicing of the Raw Water Transfer Station facility shall be from the Village of Rycroft which is the nearest connection point for the required three-phase power supply. Representatives from the County and MPE met with ATCO in Edmonton on February 01, 2023 to review the potential for decreasing the high servicing cost for the Raw Water Transfer Station. The meeting was successful as the County was able to convince ATCO to revisit their servicing cost and provide a substantial discount. The adjusted servicing amount was received from ATCO on March 10, 2023 with an 80% load investment from ATCO as an update on the previous 60% load investment. This resulted in a cost reduction of approximately \$164K to the previous cost proposal. ATCO has completed site review of the finalized routing of the power line to the River location. A meeting with ATCO occurred on March 07, 2024 in Edmonton, to obtain update of the upcoming work. A more detailed schedule of the pumping facility usage for the initial years of operation was forwarded to ATCO for re-assessment of the projected monthly billing charges. The County then received a more updated servicing proposal agreement from ATCO in November 2024. The servicing proposal from ATCO has been accepted and executed by the County in 2025. The ATCO field crew confirmed their design assumptions on site during September 2025, and a project coordination meeting with ATCO, Saddle Hills County, and MPE Engineering was held on October 17, 2025.
6. **Project Budget:** An updated preliminary opinion of probable costs for the project was developed and provided to the County. The estimated costs had increased significantly since the 2018 Pre-Design Report and the County made a request to the Province for additional grant funding under the Water for Life program to make up the projected cost difference. The County had follow up meetings related to the grant request with representatives from the Province and had presented a cash flow projection to the Province that provided a schedule of expenditures over the course of the next three years as it relates to grant funding. The County met with the Province again in March 2024 and again in April 2024, and ultimately received formal response from the Province this June 2024 that confirmed additional grant amounts for the 2025 construction year. A subsequent meeting between the County and the Province for funding support occurred in early November 2024. More recently, the Grant Funding administrators for Alberta Transportation completed a tour of the project construction sites on October 02, 2025, together with the County and MPE Engineering. Saddle Hills County then had a meeting with the Provincial Minister on November 03, 2025 to review the upcoming grant requirements for the overall Central Peace Regional Water Supply System project.

NEXT STEPS

7. Continue with the construction for Contract 2, continue with construction for Contract 1, detailed design including the drafting of revised plan and profile drawings for the pipeline (Contract 3+), continue with regulatory approvals for final construction details, coordination with ATCO for power service to the Raw Water Transfer Station, seek Provincial support for the balance of grant funding for project ultimate completion.

Haj Oshiki, P.Eng.

Attachments:

1. Contract 1 Construction Photos (6 total photos)
2. Contract 1 Comparison View Photos October 29, 2025 by Trevor Siemens, C.E.T.

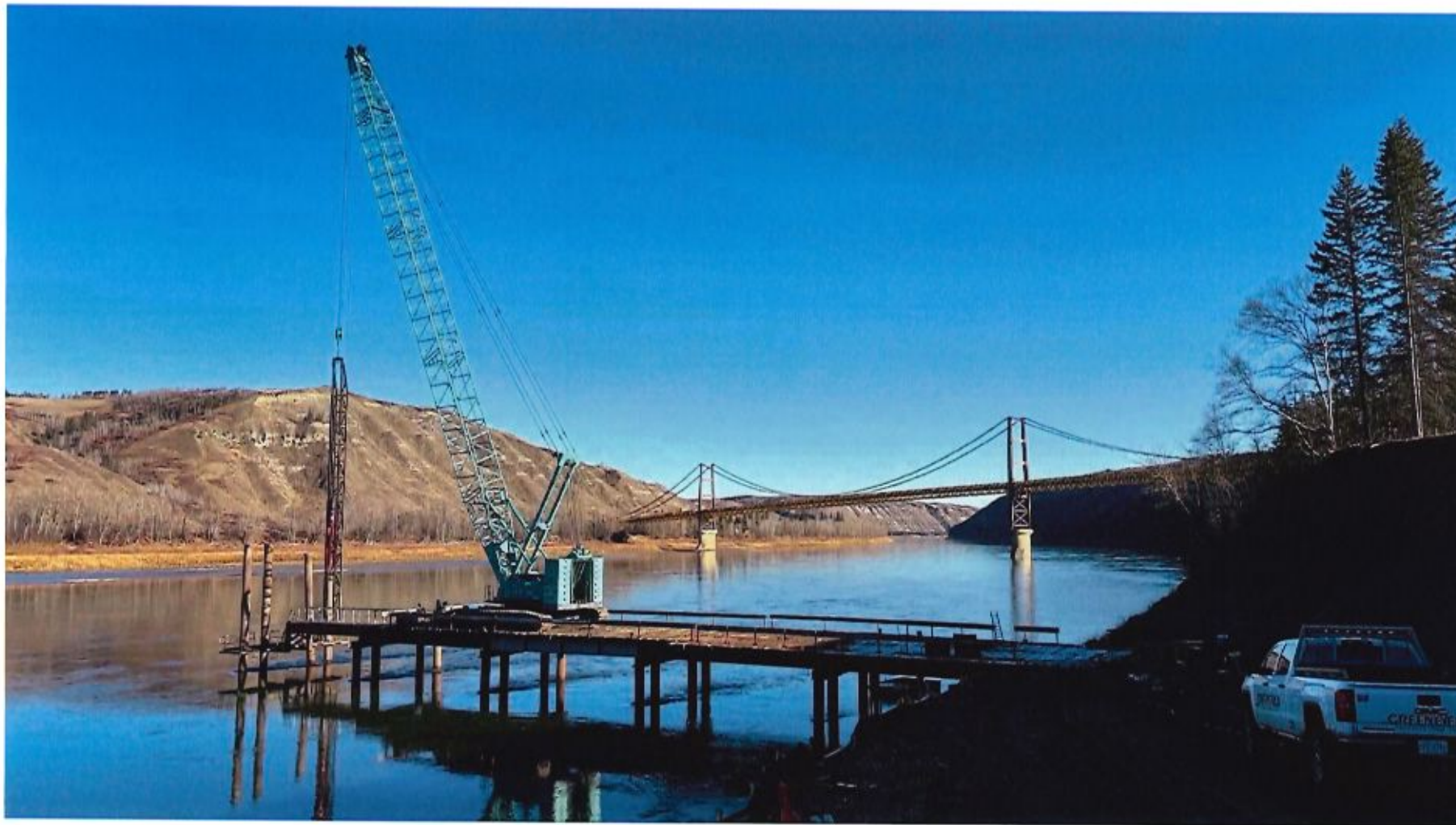
1. Excavation of Wet Well Within Secant Pile Wall Shoring System



2. 275 Ton Crane for Wet Well Excavation



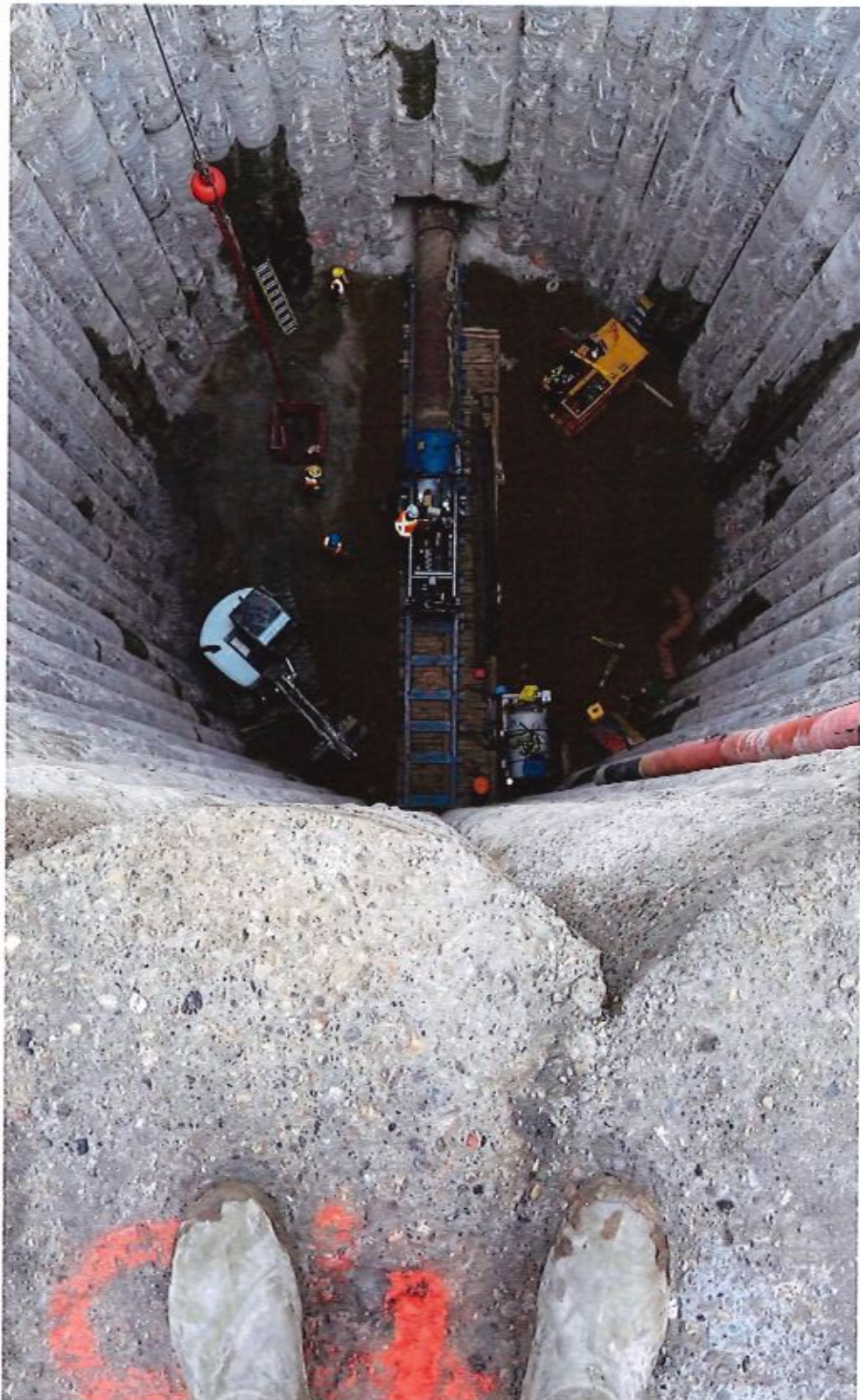
3. 275 Ton Crane for Temporary Trestle Bridge Construction



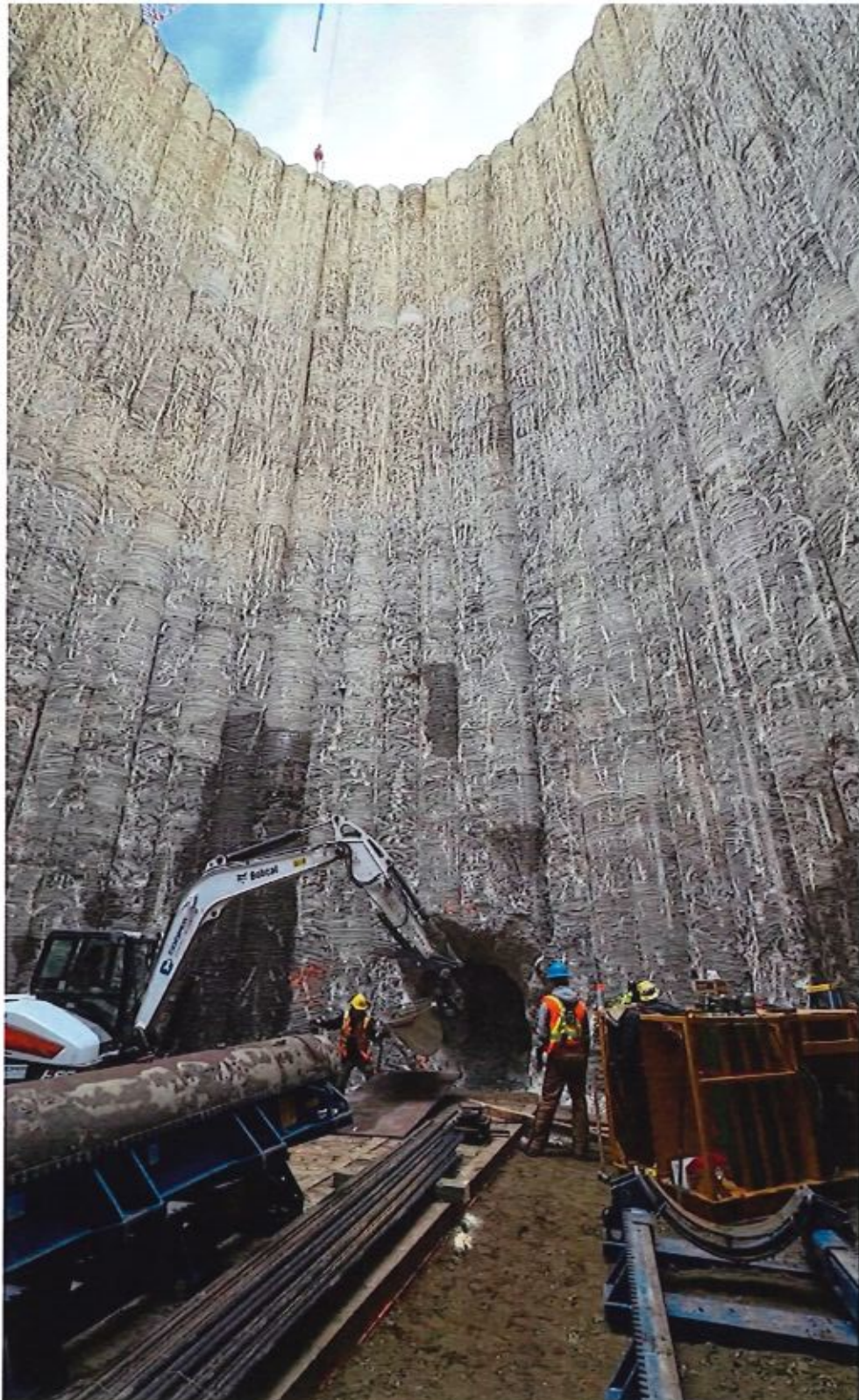
4. River Intake Temporary Trestle Bridge Construction



5. Installation of River Intake Piping by Horizontal Boring from Wet Well



6. Horizontal Boring of River Intake Piping



Central Peace Regional Water Supply System



2024-10-23

**Contract 1 – River Intake and
Raw Water Transfer Station
5201-005-01**

Key Updates

- Wet well excavation complete
- Trestle bridge construction approximately 60% complete
- River intake microtunnel setup starting



2025-10-21



2025-10-29

Central Peace Regional Water Supply System



*Contract 1 – River Intake and
Raw Water Transfer Station
5201-005-01*

Key Updates

- Wet well excavation complete
- Trestle bridge construction approximately 60% complete
- River intake microtunnel setup starting



Central Peace Regional Water Supply System



2024-10-23

**Contract 1 - River Intake and
Raw Water Transfer Station
5201-005-01**

Key Updates

- Wet well excavation complete
- Trestle bridge construction approximately 60% complete
- River intake microtunnel setup starting



2025-10-21



2025-10-29









Northern Alberta Elected Leaders

59 Leedy Drive
Whitecourt, Alberta T7S 1X1
780-778-0202

northernalbertaelectedleaders@gmail.com

AGENDA

September 27, 2025

Ernie Radbourne Pavilion

Grande Prairie, Alberta

1. Call Meeting to Order by Chair Kolebaba (10 am)
Greetings from Mayor Clayton

2. Request to be allowed to record meeting

3. Adoption of Agenda

4. Roundtable and Introductions

5. Adoption of the Minutes and Finances

6. Request For Decision- 2026 NAEL Membership Fees

7. MLA's and Minister's Reports (11-Noon)

-Invited:

Minister Dan Williams, Peace River

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+13052241968,,82958224467#,,, *069908# US

Dial by your location

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• +1 312 626 6799 US (Chicago)

• +1 346 248 7799 US (Houston)

• +1 360 209 5623 US

• +1 386 347 5053 US

• +1 507 473 4847 US

• +1 564 217 2000 US

• +1 646 931 3860 US

• +1 669 444 9171 US

• +1 669 900 6833 US (San Jose)

• +1 689 278 1000 US

• +1 719 359 4580 US

• +1 929 436 2866 US (New York)

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

Meeting ID: 829 5822 4467

Passcode: 069908

Find your local number: <https://us02web.zoom.us/j/ktIVNTELI>

Request For Decision

2026 Northern Alberta Elected Leaders Membership Fees

Background- In 2022, NAEL, which had previously been administered by a number of staff members from NADC, was notified the province would no longer be providing assistance to the group. A \$25,000 one-time grant was given by the GOA to help NAEL transition into its own entity, with its own administration, going from 6 staff members to one. In 2023 NAEL began to have members pay a membership fee with the following structure:

Communities 1-1000 residents \$200 annual membership fee (NAEL has 10)

Communities 1001-5000 residents \$500 annual membership fee (NAEL has 24)

Communities 5001 residents and up \$1500 annual membership fee (NAEL has 7)

Assuming MD of Greenview and MD of Lesser Slave River pay their 2025 dues (they have members attending NAEL meetings) and also assuming Whitecourt rejoins NAEL in 2026, our bank account will have \$5700 in funds at the end of 2025.

2026 Projections:

\$5700 starting cash

\$24300 annual memberships

\$30000 total to operate in 2026

Our 2025 meetings averaged \$2000 per meeting to pay for facility and food costs, or \$6000 per year. Administration costs for one staff is \$25200 per year (\$2100 per month), for a total of \$31200 for expenses for 2026.

\$30000 cash to operate 2026

\$31200 expenses for 2026

\$1200 deficit for 2026

Options- to operate in 2026, there are several simple options:

-increase rates by 10% (leaves NAEL with \$1230 in positive cash flow for 2026)

-increase rates by 20% (leaves NAEL with \$3660 in positive cash flow for 2026)

-split meeting costs with host municipalities (leaves NAEL with \$1800 in positive cash flow for 2026)

NAEL Member	Population (2021)	2023 Dues
Big Lakes County	4986	500
Birch Hills County	1516	500
City of Grande Prairie	67929	1500
Clear Hills County	3006	500
County of Grande Prairie	23769	1500
County of Northern Lights	3601	500
Mackenzie County	12804	1500
MD of Fairview	1580	500
MD of Greenview	5583	1500
MD of Opportunity	3382	500
MD of Peace	1581	500
MD of Lesser Slave River	2861	500
MD of Smoky River	1684	500
MD of Spirit River	700	200
Northern Sunrise County	1711	500
Saddle Hills County	2225	500
Town of Beaverlodge	2271	500
Town of Fox Creek	1639	500
Town of Grimshaw	2601	500
Town of Fairview	3327	500
Town of Falher	1001	500
Town of High Level	3922	500
Town of High Prairie	2380	500
Town of Manning	1126	500
Town of McLennan	695	200
Town of Peace River	6619	1500
Town of Rainbow Lake	493	200
Town of Sexsmith	2427	500
Town of Slave Lake	6836	1500
Town of Spirit River	849	200
Village of Girouxville	289	200
Town of Valleyview	1673	500
Town of Wembley	1432	500
Town of Whitecourt	9927	1500
Village of Berwyn	577	200
Village of Donnelly	338	200
Village of Nampa	367	200
Village of Rycroft	550	200
Woodlands County	4558	500
Town of Swan Hills	1301	500
Athabasca County	Associate Member	200
		24500

NAEL Meeting - June 13, 2025 @ 10:12am - Round Table

Attendees on Zoom:

Shelly Shannon	Terry Ungarian	Amber Bean
Allan Rowe	Cindy Miller	Corinna Williams
Josh Knelson	Cary Merritt	Brenda Yasinski
Minister Dan Williams		

Attendees in Person:

Larry Davidson, CAO	Birch Hills County	Nicole Johnson, Mayor	Village of Berwyn
Albert Poetker, Reeve	Birch Hills County	Murray Kerik, Reeve	Lesser Slave River
Crystal McAteer, Mayor	High Level	Nick Van Rootselaar, Deputy Reeve	MD of Spirit River
Bob Willing, Reeve	MD of Peace	Brian Panasiuk, Mayor	High Prairie
Gary Rycroft, Mayor	Beaverlodge	Vern Lymburner, Mayor	Valleyview
Jim Zabolotniuk, Deputy Reeve	Big Lakes County	Phil Kolodychuk, Reeve	MD of Fairview
Margaret Jacob, Councillor	McLennan	David Janzen, Councillor	Clear Hills County
Carolyn Kalebaba, Councillor & CHAIR	Northern Sunrise County	Elaine Manzer, Mayor	Peace River
Roxann Dreger, Deputy Mayor	Rycroft	Robert McLeod, Mayor	Manning
Myrna Lanctot, Mayor	Village of Donnelly	Robert Brochu, Reeve	MD Smoky River
Sheila Gilmour, Mayor	Fox Creek	Dan Dibbet	MD of Spirit River
Peter Harris, Councillor	County of GP	Stacey Messner, Dep. Mayor	Grimshaw
Dylan Bressey, Councillor	City of GP	Jim Rennle, NAEL Executive Director	Nichole Young, Recording Sec. Beaverlodge

1. Allan Rowe – big thanks for the support for the new Firehall
2. Gary Rycroft, Beaverlodge – Greetings, sidewalks going in, exciting and successful sod turning for the new Mountview Health Complex which should see dirt moving in the next week or so. Attended by the Premier and about 5 ministers.
3. Myrna Lanctot, Donnelly – Hired a new CAO and CRA is doing a T4 Audit, no STIP funding for student workers, Fiber is up and working, supporting Peace River on RPAP, Fahler housing is opening.
4. Sheila Gilmour, Fox Creek – Phase 3 Water treatment Plant upgrade, small community opportunity fund for retail GAP analysis. First of its kind research project on fungi types potentially reducing wildfire started in March. Sent resources to the fire in Slave Lake and Red Earth as well.
5. Crystal McAteer, High Level – Hired a new CAO, new HR, new OP Director and new Finance. Town is taking new evacuees even though there are still evacuees from 2023 and 2024 still. There was a misleading FB post that they weren't taking them but that was not true and it caused much headache. There has been a lot of cost both monetary and staff wise as they have been running reception centers for so long. They are taking new people but they're severely taxed because there has been so much. It takes on average about 3 years to recover the funds spent on fire evacuations. The new \$12M wing for the hospital with 14 rooms dedicated for specialists is on board. Will not be running again.
6. Vern Lymburner, Valleyview – bids for the roundabout are in, the school won't start until next spring. A new senior housing next to the Lodge on the old school site. Hired a new CAO, Jim Fedyk.

7. Elaine Manzer, Peace River – Also hosting evacuees and having troubles getting paid, much like High Level. 2 STIP grants applied for on road work – not getting. June 20-22 Jet Boat Races. Powwow postponed until July 12 & 13. AB Munis Conference was postponed because there are no hotels available for that time. Local Chamber won for best Chamber for their size so now have a spot on the Provincial EDC. Getting evacuees from Red Earth Creek fire, in 2024 2 apartments burnt as well as 1 business. New signage coming and the Nuclear Project.
8. Brian Panasiuk, High Prairie – new Recreation Manager, splash park being built with funds from a local donor and slated to open mid-July. New pickle ball courts, basketball and beach volleyball courts. New furnaces and hot water tanks. Part of the regional tourism group for the Slave Lake area. Looking at better ways to secure water for the town.
9. Jim Zabolotnuk, Big Lakes County – no STIP \$, 3-year gravel crushing program, fire under control, very dry, likely a state of emergency for crops due to drought.
10. Margaret Jacob, McLennan – repaving, Fiber is done, doing a study to potentially repurpose the arena or looking to sell, Volunteer Appreciation Day, sliding hill is expanding to the lake front with an outdoor rink, all on the paved trail system. Working on a map of the Town and its assets. Getting back into the Rural renewal stream via the EDC. Need employees brought in.
11. Dylan Bressey, City of Grande Prairie – Apartment building fire was social housing for people with disabilities. No loss of life thankfully as they actually train on that specific building due to the complexities of the residents. Will be very hard to re-house these people. Police transition by fall of 2026 is currently under budget. Will be open to working with the RCMP if they are open to collaborating. Coming is a new Soccer Dome with a FIFA sized field that includes football and cricket- starting in the fall to open May 2026. Exploring Economic Development around the Airport. Examining current commission model but NOT selling.
12. Bob Willing, MD of Peace – still waiting for the unredacted fire report from last spring – not sure why it takes so long, still no funding and its over \$250K but also no bill from Forestry so maybe that's better? Expecting a bill as they it was not located in the Forest Protection area. Not happy about the 57% increase that's coming on the RCMP funding model next year. Also hired a new CAO.
13. Phil Kolodychuk, MD of Fairview – No STIP \$, Staff and Bylaw working on cleaning up in the hamlets.
14. Albert Poetker, Birch Hills County – Its dry and windy and crops and livestock farms are in serious trouble. Have had a couple of smaller wildfires that were contained. Having crime issues – one particular retail store has been hit 4 times already. No STIP \$ Doing a review of Land Use bylaw regarding solar, wind and nuclear. Looking at social and recreation development in Watino area. In the G5 with Saddle Hills – pipeline project proceeding.
15. Murray Kerik, Lesser Slave River – No bridge replacement & no road work. MDP and LUB (study is done, 1 year already.) 2025 gravel haul is ahead of schedule. Fire on North Slave – south of Westlock County. Hired an assistant CAO and it has been the best thing. The current CAO is planning on leaving and the assistant will transition in smoothly and be ready to go. Looking for a Finance Director as it is currently an intern who is doing the job very well. Also, part of the regional tourism group.

Greetings from Dan Williams, Minister of Municipal Affairs - Priorities are:

- unpaid oil & gas taxes – it needs to stop and funds be recouped.
- NW AB opportunities for growth and development
- Electricity distribution rates and taxes
- Increase weather stations in northwest
- Ambulance attendants – need help, need to attract more and work to keep the ones we have
- Code of conduct – access to staff isn't being covered and Councillors are overstepping with no tools available to hold them accountable and it needs to be addressed

16. Roxann Dreger, Rycroft – Pleasantview Lodge is up and running on the 2 lower floors. Seniors' apartments are near completion. Currently fundraising for the new Firehall – thanks to Saddle Hills County for their help. Have sold the industrial lots from the tax sale. Housing market is good, 1-3 months with some empty lots available. Will be looking for multi-family and senior development. ER being closed due to staff shortage is an ongoing issue. Public Works Foreman has left. The Central Peace Food Bank bought a building in Rycroft for a permanent location as they serve 300-500 ppl per month.

17. Nick Van Rootselaar, MD of Spirit River – Met with the Minister of Transportation – success on Highway 2 and 780, intersection will be done by the province. Raised funds for long term care (\$90,000) and \$145,000 by Ag Society. Agriculture producers in dire need of rain – some are already at the point of no return.

18. Stacey Messner, Grimshaw – Currently doing CAO recruitment. Recently offered Recreation Facility Operation training in Grimshaw. Offering ice Making Operation training in August as well as the course Canadian Playground Inspection Certification. Holding a Town Hall on the Nuclear Power Project on June 24 at 7pm at the Legion. Enabling housing choice program to assess housing needs in the community. Recognized healthcare providers. Still need 2 doctors at the health center. Grimshaw chiropractor practice is being passed on to 2 new doctors. Also supporting Peace Rivers RPAP bid.

19. Nicole Johnson, Berwyn – have a new store on main street. Fiesta is on July 31st. New sidewalks and repairs. Trying to get people to run for office.

20. David Janzen, Clear Hills County – Looking for help with a contract for Fiber optic lines.

21. Robert Brochu, MD of Smoky River – Still no taxes being paid on oil & gas – need it ASAP. May have to cut all other programs to account for this loss. Windmill is delayed until 2027-2029.

22. Peter Harris, County of Grande Prairie – Dealing with the Kiskatinaw Wildfire and operating a unified command for Alberta and BC and the County of GP.

23. Robert McLeod, Manning – Del-Air Lodge is done and part 1 & 2 are being operated by AHS and there are 5 spots available. New school is done and K-6 has moved in already. The old school will be demolished. High school will be moving in the fall. The separate school is starting to feel the pinch now. Having issues with assessment values. There have been no new builds for going on 11 years and the Town will have breaks for whoever does it. Adding a van for assisting residents to appointments. Charge is gas costs only. The reservoirs are full and the land is dry.

Tony from NADC

Top 3 to take back to NADC:

1. Infrastructure funding
2. Rail capacity
3. Medical/healthcare issues & ambulance services
4. Small airports need support
5. Road maintenance due to lack of having pipelines
6. Grain hauling
7. The GDP contribution from the North West Alberta Region is massive but the support is not returned back to the area.
8. Trade, immigration and employment advertising doesn't have a NW focus at all.
9. Electricity distribution costs are extreme
10. Look at water agreements between AB & BC
11. Decisions for the North are made elsewhere and don't align
12. Nuclear power plants and the associated training for the related trades is missing in the North
13. Housing development and building in the North

NADC should provide an annual report card.

Dr. Richard Martin- U of A presentation

Vern Lymburner– Adoption of the previous minutes.

Roxan Dreger – Adoption of the Financials

A summary of Deposit Account Business Public Sector Account

Your balance forward on Jul 31, 2025		\$12,078.75
Debits to your account (1 item)	-	\$2,100.00
Credits to your account (1 item)	+	\$30.76
Your closing balance on Aug 31, 2025	=	\$10,009.51

Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Jul 31	Balance forward			\$12,078.75
Aug 29	INTERAC e-Transfer Sent-Autodep	\$2,100.00		9,978.75
Aug 31	Interest Payment		\$30.76	10,009.51
Aug 31	Closing balance			\$10,009.51

NAEL Member	Population	2025 Dues	Date Paid	Amount	Receipt #
Athabasca County	Associate Me	\$ 200.00	February 10, 2025	\$200	202500225
Big Lakes County	4,986	\$ 500.00	May 20, 2025	\$ 500.00	202500822
Birch Hills County	1,516	\$ 500.00	January 31, 2025	\$ 500.00	202500163
City of Grande Prairie	67,929	\$ 1,500.00	January 24, 2025	\$ 1,500.00	202500113
Clear Hills County	3,006	\$ 500.00	April 29, 2025	\$ 500.00	202500540
County of Grande Prairie	23,769	\$ 1,500.00	January 31, 2025	\$ 1,500.00	202500171
County of Northern Lights	3,601	\$ 500.00	February 21, 2025	\$500	202500262
Mackenzie County	12,804	\$ 1,500.00	January 31, 2025	\$ 1,500.00	202500164
MD of Fairview	1,580	\$ 500.00	March 3, 2025	\$500	202500317
MD of Grande Prairie	1,580	\$ 500.00			
MD of Lesser Slave River	2,861	\$ 500.00			
MD of Opportunity	3,382	\$ 500.00	May 16, 2025	\$ 500.00	202500793
MD of Peace	1,581	\$ 500.00	February 3, 2025	\$500	202500190
MD of Smoky River	1,684	\$ 500.00	January 31, 2025	\$500	202500165
MD of Spirit River	700	\$ 200.00	February 10, 2025	\$ 200.00	202500224
Northern Sunrise County	1,711	\$ 500.00	March 26, 2025	\$ 500.00	202500387
Saddle Hills County	2,225	\$ 500.00	January 31, 2025	\$500	202500172
Town of Beaverlodge	2,271	\$ 500.00	February 26, 2025	\$ 500.00	202500283
Town of Fairview	3,327	\$ 500.00	January 31, 2025	\$ 500.00	202500166
Town of Falher	1,001	\$ 500.00	February 21, 2025	\$500	202500261
Town of Fox Creek	1,639	\$ 500.00	February 25, 2025	\$ 500.00	202500277
Town of Grimshaw	2,601	\$ 500.00	January 30, 2025	\$500	202500146
Town of High Level	3,922	\$ 500.00	February 12, 2025	\$ 500.00	202500235
Town of High Prairie	2,380	\$ 500.00	January 31, 2025	\$ 500.00	202500168
Town of Manning	1,126	\$ 500.00	May 16, 2025	\$ 500.00	202500792
Town of McLennan	695	\$ 200.00	January 28, 2025	\$200	202500130
Town of Peace River	6,619	\$ 1,500.00	January 30, 2025	\$ 1,500.00	202500144
Town of Rainbow Lake	493	\$ 200.00	February 13, 2025	\$ 200.00	202500238
Town of Sexsmith	2,427	\$ 500.00	January 28, 2025	\$500	202500131
Town of Slave Lake	6,836	\$ 1,500.00	June 11, 2025	\$1,500	202501112
Town of Spirit River	849	\$ 200.00	May 27, 2025	\$ 200.00	202500905
Town of Swan Hills	1,301	\$ 500.00	January 31, 2025	\$500	202500170
Town of Valleyview	1,673	\$ 500.00	April 8, 2025	\$ 500.00	202500458
Town of Wembley	1,432	\$ 500.00	January 31, 2025	\$ 500.00	202500162
Village of Berwyn	577	\$ 200.00	January 24, 2025	\$ 200.00	202500114
Village of Donnelly	338	\$ 200.00	April 10, 2025	\$ 200.00	202500465
Village of Girouxville	289	\$ 200.00	January 31, 2025	\$ 200.00	202500167
Village of Rycroft	550	\$ 200.00	February 12, 2025	\$200	202500236
Woodlands County	4,558	\$ 500.00	February 19, 2025	\$ 500.00	202500254
		\$ 24,500.00		\$ 20,800.00	

**Communication from Northern Alberta Elected Leaders (NAEL)
Next Meeting Date January 30, 2026**

From: Northern Alberta Elected Leaders <northernalbertaelectedleaders@gmail.com>

Sent: Sunday, September 28, 2025 6:08 PM

To: Northern Alberta Elected Leaders <northernalbertaelectedleaders@gmail.com>

Subject: Fwd: Save The Date

Dear NAEL Members!

What a great meeting yesterday! Attached are a few photos from the day, and many thanks to Candace Bilodeau who was on loan from the City of Grande Prairie to help with the local touches. Also, a huge thank you to Mayor Clayton and her team for their organization of the meeting and also the Bull Riding sold out event after!

Please mark the date, Clear Hills County will be hosting the next NAEL meeting on January 30, 2026 (sure feels strange to type 2026!).

Best of luck to everyone in the municipal election!

Jim Rennie

Northern Alberta Elected Leaders



Central Peace Family and Community Support Services
Regular Board Meeting
September 9, 2025
Council Chambers, MD of Spirit River #133
Spirit River, in the Province of Alberta
Minutes

In Attendance:

Chair:	Jeanne Yoder	MD of Spirit River
	Joanne Chelick	Village of Rycroft Council
	Carrie Jackson	Village of Rycroft
	Evelyn Bzowy	MD of Spirit River #133
	Tammy Yaremko	Town of Spirit River Council
	Rhonda Yurchyshyn	Town of Spirit River
	Stan Bzowy	MD of Spirit River #133 Council
	Dianne Nellis	Town of Spirit River
	Anne Silvius	Village of Rycroft
Virtual:	Denay Bjornson	Birch Hills County Council
FCSS Administration:		Rebecca Fitzsimmons
Guest Delegation:		Jimmy Nicholson, J4 Performance

- 1) Welcome Meeting called to order by Chair Jeanne Yoder at 6:30 pm
 Town of Spirit River Mayor Tammy Yaremko introduced new Town of Spirit River Board member, Dianne Nellis;
 Round table introductions of Board members to new member
 Presentation by Jimmy Nicholson, Fitness for Life Program

2) Approval of:

- | | | |
|-------------------------|--|----------------|
| a) Agenda | | |
| i. MOTION 54-25: | Moved by Anne Silvius to accept the agenda as presented.
Seconded by Stan Bzowy. | |
| | All in favour, | CARRIED |
| b) Minutes | | |
| i. MOTION 55-25 | Moved by Carrie Jackson to accept the June minutes with correction to the approval signing date from July 8, 2025 meeting to September 9, 2025. Seconded by Rhonda Yurchyshyn. | |
| | All in favour, | CARRIED |
| c) Coordinator's Report | | |
| i. MOTION 56-25 | Moved by Evelyn Bzowy to accept the Coordinator's Report as presented. Seconded by Anne Silvius. | |
| | All in favour, | CARRIED |

Central Peace Family and Community Support Services
Regular Board Meeting
September 9, 2025
Council Chambers, MD of Spirit River #133
Spirit River, in the Province of Alberta
Minutes

3) Financial Report

a) Financial Report

MOTION 57-25

Moved by Joanne Chelick to request to meet with the Unit Authority financial staff to explain the difference in in-house accounting and 2024 MD financial statement in regards to all reserves. Seconded by Rhonda Yurchyshyn.

All in favour.

CARRIED

b) Audited Financials

Reviewed audited financial statement.

c) 2025 Budget

Tabled.

4) Business arising

a) Camp Wanago

reported in Coordinator's Report; budget deficit identified;

b) Christmas Policy Review

regarding Seniors Support Policy: direction to remove "prevention of poverty" and spell out 'CSP' in full;

Christmas Policy: clarify (Note that any more than the maximum two adults per residence must submit their own CSP application; additional applications cannot duplicate children's names on their application); add in "A formal application, reviewed annually and passed by resolution of the Board, where the Board will review and adopt the CSP Application at the September FCSS Board meeting";

5) New Business

a) J4 Request

presentation by Jimmy Nicholson regarding J4 Fitness for Life program request for financial support;

MOTION 58-25

Moved by Dianne Nellis to table J4 request until questions regarding financials are resolved. Seconded by Joanne Chelick.

All in favour.

CARRIED.

b) Christmas Program
Mandate Review

refer to FCSSAA eligible programs; document unavailable at September 2025 meeting.

c) Approval of Christmas
Sharing Program
Application

Moved by Tammy Yaremko to accept updated Christmas Sharing Program (CSP) Application. Seconded by Stan Bzowy.

MOTION 59-25

All in favour.

CARRIED.

- https://moodlepinkster.sharepoint.com/Show/Document/15_FCSS/FCSS/Administrators/Board/InfoBoard/Hrgs.-G.Reports,Minutes,etc/2025minutesandagendas/pinkster.2025excelversionSept2025

Central Peace Family and Community Support Services

Regular Board Meeting

October 14, 2025

Council Chambers, MD of Spirit River #133

Spirit River, in the Province of Alberta

Minutes

In Attendance:

Chair: Jeanne Yoder

Carrie Jackson

Evelyn Bzowy

Tammy Yaremko

Rhonda Yurchyshyn

Dianne Nellis

Anne Silvius

Virtual: Denay Bjornson

MD of Spirit River

Village of Rycroft

MD of Spirit River #133

Town of Spirit River Council

Town of Spirit River

Town of Spirit River

Village of Rycroft

Birch Hills County Council

Regrets: Joanne Chelick

Stan Bzowy

Village of Rycroft Council

MD of Spirit River #133 Council

FCSS Administration: Denise Skoworodko

Guest Delegation:

- 1) Welcome Meeting called to order by Chair Jeanne Yoder at 6:33 pm
The chair introduced the New Coordinator, Shelley Loroff

2) Approval of:

a) Agenda

i. **MOTION 64-25:** Moved by Dianne Nellis to accept the agenda with the following additions

a) oath of confidentiality

b) letter of resignation

c) offer of intent to new coordinator

Seconded by Anne Silvius

All in favour.

CARRIED

b) Minutes

i. **MOTION 65-25:** Moved by Tammy Yaremko to accept the September minutes. Seconded by Rhonda Yurchyshyn.

All in favour.

CARRIED

c) Coordinator's Report

i. **MOTION 66-25:** Moved by Dianne Nellis to accept the Coordinator's Report for information. Seconded by Carrie Jackson.

All in favour.

CARRIED

Central Peace Family and Community Support Services

Regular Board Meeting

October 14, 2025

Council Chambers, MD of Spirit River #133

Spirit River, in the Province of Alberta

Minutes

3) Financial Report

- a) Financial Report- no format report
- b) audited- still waiting for discrepancy (05-25 sept)
- c) Budget 2026-n/a
- d) draft budget-n/a
- e) CPHAWC- gave \$1000 toward camp expenses

4) Business arising

- a) J-4 – contract about funding for after school program
- b) Christmas programs/FCSS mandate- reviewed eligibility of program though FCSS and concern of paying the coordinator out of FCSS funds.
- c) Policy FCSS2-B Senior Support-
Motion 67-25 moved by Tammy Yaremko. Seconded by Evelyn Bzowy to approve the Senior Support Policy as presented. All in favour. **Carried**
- d) Policy FCSS2-F Christmas Sharing Program-suggest we add a \$30 minimum to Senior wish list
Motion 68-25 Moved by Tammy Yaremko. Seconded by Anne Silvius to accept the Christmas Sharing Program policies with the additions. All in favour. **Carried**
- e) Newspaper Invoice- Invoice 8714 for the position of coordinator that ran for 2 weeks.
Motion 69-25 moved by Dianne Nellis. Seconded by Carrie Jackson to pay the invoice in the amount of \$516.60. **Carried**

5) New Business

- a) BHC contribution- agreement is to be returned by Jan/26
 - b) Christmas Sharing Program- vouchers the dollar amount is unknown at this time
 Wish lists- those applying will write their own lists. Hampers not enough staff this year
 - c) Oath of Confidentiality
Motion 70-25 moved by Carrie Jackson. Seconded by Dianne Nellis to rewrite the Oath of Confidentiality to make objective clearer and is to be returned to the Nov meeting. **Carried**
 - d) Resignation letter- coordinator
Motion 71-25 moved by Evelyn Bzowy. Seconded by Jeanne Yoder to accept the resignation letter from the FcSS Co-ordinator Rebecca Fitsimmons effective Sept 15, 2025. **Carried**
 - e) Resignation Letter-Jeanne Yoder-
Motion 72-25 Moved by Rhonda Yurchyshyn. Seconded by Carrie Jackson to accept Jeanne Yoder's letter of resignation from the position of member-at-large for the MD of Spirit River effective Oct 18, 2025. **Carried**
 - f) Offer of intent Letter
Motion 73-25 Moved by Jeanne Yoder. Seconded by Rhonda Yurchyshyn that the FCSS Board hire Shelley Loroff as the new FCSS co-ordinator effective Oct 15, 2025 as per the letter of intent. **Carried**
- 6) Correspondence- Canada summer Jobs Grant opens November 4

Central Peace Family and Community Support Services

Regular Board Meeting

October 14, 2025

Council Chambers, MD of Spirit River #133

Spirit River, in the Province of Alberta

Minutes

7) In Camera

a) N/A

8) Council Updates

i. Village of Rycroft Joanne Chelick- N/A

ii. Town of Spirit River Tammy Yaremko- help with the open house for the candidates

iii. MD of Spirit River Stan Bzowy-N/A

iv. Birch Hills County Denay Bjornson -N/A

9) Next Meeting – November 4, 2025 at 6:30 in the MD of Spirit River Council Chambers;

Chair adjourned the meeting at 9:34pm

Minutes approved this 4th day of November, 2025

FCSS Chair

Coordinator



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25
December 3rd, 2025
Elena Valdes, CFO & Simon Amting ASB
Christmas lights for Admin Business

BACKGROUND/PROPOSAL:

Each year, the MD of Spirit River decorates all MD Owned buildings for the holiday season using traditional incandescent Christmas lights. While these lights create a festive atmosphere, they are energy-inefficient, costly to operate, and require frequent replacement. This proposal recommends switching from regular incandescent lights to energy-efficient LED (Light Emitting Diode) lights to reduce energy consumption, improve safety, lower costs, and promote sustainability.

LED lights offer several key advantages over traditional incandescent bulbs:

- **Energy Efficiency:** LEDs use up to 80–90% less electricity than incandescent lights, significantly reducing energy costs during the holiday season.
- **Longer Lifespan:** LED bulbs last up to 25 times longer, reducing the need for frequent replacement and maintenance.
- **Safety:** LEDs produce less heat, minimizing fire hazards and improving safety for indoor and outdoor displays.
- **Environmental Benefits:** Lower energy use reduces the organization's carbon footprint and supports sustainability goals.
- **Improved Durability:** LED lights are made with stronger materials, making them more resistant to breakage and suitable for reuse over multiple seasons.

Employee Safety Considerations

Installing and maintaining Christmas lights, particularly on elevated surfaces, poses potential hazards such as slips, trips, and falls. In past years staff members may have been required to climb ladders, rooftops, or trees to hang lights, increasing the risk of injury.

Switching to long-lasting LED lights helps **reduce the frequency of installation and replacement**, directly decreasing employee exposure to these hazards.

QUOTE:

Simon was able to obtain a quote to replace lights in all MD Owned buildings: Admin Building, Brownlee building, CAO House + Garage and Public Works building.

At this time, we are requesting that only installation of the Admin building lights be reviewed for approval. The cost for the Admin building is around \$6000.00

See Quote attached to RFD

As per Council's request:

Simon requested quotes from 2 more companies (Prodigy and to Peace Country Lighting)
Only one other answer was received with another quote. Quote has been attached to RFD as well.

RECOMMENDATION/RESOLUTION:

That Council reviews the quote and confirms if we are allowed to move forward with the project in this current year.

Or

That Council direct Administration accordingly

Elena Valdes CFO

From: DJ Barbarich <dj@prodigytechgroup.com>
Sent: November 10, 2025 11:52 AM
To: Simon Amting <samting@mdspiritriver.ab.ca>
Subject: Gemstone Lights Quote

Hi Simon,

It was very nice to meet you. Thanks for choosing Prodigy Tech Group to quote accenting the MD office and house with Gemstone lights!

The cost for supply and install of Gemstone lights on the South (I quoted the southwest peak as well, I think it will look unfinished without, but I can remove if you choose; roughly \$1000), East side and peak, and North peak of the office building and the entire perimeter of the home, is as follows:

Material:

Office:

Rustic Granite color code 0913

2- 400w power supply,

1- Hub 2.0 controller,

270' linear feet of Gemstone lights 9" spacing approximately 360 lights

3/4" color-matched metal hat-track as required for soffit mount

Home:

Cream LG color code 0305

1- 400w power supply,

1- Hub 2.0 controller,

156' linear feet of Gemstone lights 9" spacing approximately 208 lights

3/4" color-matched metal hat-track as required for soffit mount

Cable and connections as required

Freight to Prodigy Tech Group.

\$7145.73

Installation:

Approximately 3 days for 2 techs. Tow-behind boom lift as required for peaks and where ladder access is limited.

\$4200.00

Total price for home/office Gemstone lights 426 linear feet= \$11,345.73 +GST

Please let me know if you have any questions or would like to proceed.

Material takes about 4 business days to paint and arrive at our shop. Install can be scheduled as soon as we get material, weather permitting. Approximately 3 days on site, weather/temperature permitting.

We'll need access to the perimeter of the area in question.

10 year warranty on material. 1 year warranty on installation.

Thank you!

Kind Regards



DJ Barbarich CET

General Manager/President

Prodigy Tech Group Inc.

Ph:780-897-9825

dj@prodigytechgroup.com

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MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

RM 12-25

MEETING DATE:

December 3rd , 2025

ORIGINATED BY:

Elena Valdes, CFO

TITLE:

**Request for approval of the Interim 2025
Operating and Capital Budget as final budgets for
2025.**

As administration worked on preparing the 2026 Interim Budget, discrepancies were discovered in the 2025 budget. Administration is therefore bringing forward proposed solutions for Council's consideration.

This document outlines the need for Council to approve and adopt the **2025 Interim Operating Budget** and the **2025 Capital Budget** as our **Final 2025 Operating and Capital budget**. It explains why an interim budget approval is required despite the final 2025 budget having been previously adopted in May 2025, and it provides context and rationale to support transparent decision-making.

Background

In May 2025, Council approved the **Final 2025 Operating Budget**; however, it was later identified that this version of the budget included **incorrect revenue figures**:

- 1- Administration identified that the revenues and expenses do not balance, which is not compliant with MGA requirements.
- 2- The tax bylaw numbers used at the time were not accurate, resulting in revenue projections that do not align with the municipality's actual approved tax rates.

In contrast, the **Interim 2025 Operating Budget presented in December 2024** (for the 2025 fiscal year) — **included as Annex 2** — was prepared using the correct tax bylaw figures and therefore reflects the accurate revenue amounts.

The previously approved **Final 2025 Operating Budget** — **included as Annex 1** — contains the incorrect revenue figures.

It is **very important** to clarify that although the approved budget contained incorrect figures, the tax rates applied to individual tax bills were correct. Every taxpayer was charged the proper amount, and there were no errors in the tax revenue collected for 2025.

The **2025 Capital Budget**, which also requires formal approval, is included as **Annex 3**. This interim budget aligns fully with the tax bylaws currently in effect and therefore provides a more accurate representation of the municipality's financial position for 2025.

Consultation with Municipal Affairs

Upon identifying the discrepancy, administration reached out to **Municipal Affairs** to explain the situation and request guidance.

Municipal Affairs advised that the municipality could **continue moving forward without making any changes** to the existing approved budget. However, for the sake of full transparency with both **Council** and the **public**, administration is recommending that the corrected interim operating budget be formally reapproved.

Reapproval will:

- Ensure the published budget aligns with the correct tax bylaw figures.
 - Maintain transparency and accountability in financial reporting.
 - Prevent confusion for residents reviewing the budget on the municipal website.
-

Request for Reapproval of the 2025 Interim Operating Budget

Administration is requesting that Council **adopt the 2025 Interim Operating Budget as the Final Approved 2025 Budget** to replace the previously approved Final 2025 Operating Budget. This reapproval will allow the municipality to publicly post fully accurate documents and reinforce best practices in financial governance.

Capital Budget Approval Requirement

It has also come to administration's attention that the **2025 Capital Budget was never correctly approved**. In order to remain compliant with municipal budgeting requirements, Council approval of the capital budget is necessary.

In 2025, the need to purchase a water truck emerged as a new capital requirement. To ensure consistency within the capital budget, the previously listed *Cement Pad* project was revised to reflect this purchase, as the cement pad work is now planned for 2026.

Administration is therefore requesting:

1. **Adoption of the 2025 Interim Operating Budget as the Final Approved 2025 Budget**, which includes accurate tax bylaw figures.
2. **Formal approval of the 2025 Capital Budget**, ensuring compliance and clarity moving forward.

Appendices

- **Annex 1:** Previously Approved 2025 Operating Budget (Final Budget approved in May 2025)
- **Annex 2:** Interim 2025 Operating Budget (Requested to be adopted as the Final Approved 2025 Budget)
- **Annex 3:** 2025 Capital Budget

Recommendation/Resolution:

That Council approves the 2025 Interim Operating and Capital Budget as Final Budgets for the year of 2025

Or

That Council directs Administration accordingly

Elena Valdes CFO

Annex 1

2025 Operating Revenue & Expenses by Department

Department	Budgeted Revenue	Percent
Tax Revenue	4,738,820.12	84.06%
Investment Interest	150,000.00	2.66%
Administration	20,045.00	0.36%
Grants	182,837.00	3.24%
Public Works	99,600.00	1.77%
Water/Waste	60,000.00	1.06%
Transit	7,500.00	0.13%
FCSS	193,135.00	3.43%
Cemeteries	500.00	0.01%
Development	4,000.00	0.07%
Agriculture	166,247.00	2.95%
Nardam	15,000.00	0.27%
Total	5,637,684.12	100.00%

Department	Budgeted Expenses	Percent
Council	160,557.50	2.87%
Administration	1,010,389.25	18.08%
Fire Services	195,099.00	3.49%
Public Works	2,333,228.55	41.74%
Water/Waste	5,000.00	0.09%
Transit	68,580.00	1.23%
FCSS	193,085.00	3.45%
Medical Clinic	16,000.00	0.29%
Cemeteries	14,000.00	0.25%
Development	86,400.00	1.55%
Agriculture	322,957.60	5.78%
Economic Development	55,779.29	1.00%
Health & Safety	35,575.00	0.64%
Parks & Recreation	29,000.00	0.52%
Culture/Nardam	61,825.00	1.11%
Requisitions	753,584.33	13.48%
Trsf to Operating Contingency	248,420.00	4.44%
Total	5,589,480.52	100.00%

Annex 2

2025 Operating Revenue & Expenses by Department

Department	Budgeted Revenue	Percent
Tax Revenue	4,812,976.55	76.20%
Investment Interest	163,000.00	2.58%
Administration	76,465.00	1.21%
Grants	709,073.00	11.23%
Public Works	108,600.00	1.72%
Water/Waste	60,000.00	0.95%
Transit	7,500.00	0.12%
FCSS	193,135.00	3.06%
Cemeteries	500.00	0.01%
Development	4,000.00	0.06%
Agriculture	166,247.00	2.63%
Nardam	15,000.00	0.24%
Total	6,316,496.55	100.00%

Department	Budgeted Expenses	Percent
Council	164,965.00	2.61%
Administration	1,034,250.20	16.37%
Fire Services	202,486.93	3.21%
Public Works	2,327,450.00	36.85%
Water/Waste	5,000.00	0.08%
Transit	73,180.00	1.16%
FCSS	191,535.00	3.03%
Medical Clinic	16,000.00	0.25%
Cemeteries	14,000.00	0.22%
Development	89,400.00	1.42%
Agriculture	328,810.00	5.21%
Economic Development	105,425.29	1.67%
Health & Safety	35,575.00	0.56%
Parks & Recreation	29,000.00	0.46%
Culture/Nardam	61,825.00	0.98%
Requisitions	755,286.12	11.96%
Trsf to Operating Contingency	882,308.01	13.97%
Total	6,316,496.55	100.00%

MD 2025 CAPITAL BUDGET		Water Truck 32	Grader 32	DEGEL MAN SIDEARM 61	GRAVEL CRUSH 32	CX 15 MOWER 61	12	2025 TOTALS
Description of Capital Expense								
CAPITAL REVENUES								
5-xx-310 Debenture Issued		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-550 Investment Income		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-6xx Proceeds from sale of assets		\$ -	\$ 200,000.00	\$ 10,000.00	\$ -	\$ 20,000.00	\$ -	230,000.00
5-xx-820 CCBF aka FGTF(2021)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-840-03 Provincial Capital grant-DRP(Disaster Repair)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-840-03 Provincial Capital grant-Bridges 72960 & 13988		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-840-03 Provincial Capital grant-STIP		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-840-03- MSP * 2020/2021 1320084003)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-840-04 Provincial Capital grant-LGFF 2024		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-840- Provincial Capital grant- MSI		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-850 Local Capital grant SHC.		\$ -	\$ -	\$ -	\$ 564,045.00	\$ -	\$ -	564,045.00
5-xx-920 Drawn from Deferred Reserves(Rycroft Water Grant)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-920 Drawn from Reserves		\$ 75,000.00	\$ 519,350.00	\$ 35,000.00	\$ 48,455.00	\$ 45,000.00	\$ -	722,805.00
5-xx-930 From Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
5-xx-990 Transfer from Local Bd & Org		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL CAPITAL REVENUES		\$ 75,000.00	\$ 719,350.00	\$ 45,000.00	\$ 612,500.00	\$ 65,000.00	\$ -	1,516,850.00
CAPITAL EXPENDITURES								
6-xx-230 Engineering Fees-		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-230-01 Engineering Bridges		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-251-02 Contracted Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-261 Contracted Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-261 Contracted Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-261 Contracted Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-261 in house Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-261 Contracted Projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-513-01 Gravel Project		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-620 Buildings		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-630 Machinery & Equipment		\$ 75,000.00	\$ 719,350.00	\$ 45,000.00	\$ 612,500.00	\$ -	\$ -	612,500.00
6-xx-640 Land for Municipal Use		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	904,350.00
Capital Assets Purchased		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
6-xx-761 To Operating		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL CAPITAL EXPENDITURES		\$ 75,000.00	\$ 719,350.00	\$ 45,000.00	\$ 612,500.00	\$ 65,000.00	\$ -	1,516,850.00
DIFFERENCE SHOULD = 0		-	-	-	-	-	-	-



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

RM 12-25

MEETING DATE:

December 3rd , 2025

ORIGINATED BY:

Elena Valdes, CFO

TITLE:

New Interim Operating and Capital Budget 2026

I am pleased to present the **Interim Operating and Capital Budget for 2026**, prepared to ensure continued municipal operations while allowing time to finalize key financial components for the approved 2026 Final Budget. The interim budget reflects the most current information available; however, several items will be updated for the final presentation as outlined below.

Items Deferred to the Final Budget

1. Property Tax Bylaw Updates

The Property Tax Bylaw will be updated during the Final Budget process. It is considered best practice to finalize tax rate adjustments at the same time the final budget is drafted, ensuring alignment between revenue requirements and council-approved expenditures.

2. Amortization

Amortization allocations are currently under review. Updated schedules and asset assessments will be incorporated into the Final Budget once year-end data and capital adjustments are fully verified.

3. Wages & Benefits

Wages and Benefits will be amended for the Final Budget. This timing allows for completion of staff performance reviews, implementation of any related adjustments, and confirmation of updated benefit premiums for the upcoming year.

4. Insurance Premiums

Insurance renewal information has been received; however, final costs will be adjusted by division in the Final Budget once all allocations and policy details are confirmed.

Major Variances & Explanations

Administration Division

Training (GL Increase)

The training budget reflects an increase due to **recent staff turnover**. When new employees join the organization, additional training is required to ensure they can safely, efficiently, and consistently perform their roles. This includes:

- Systems and software onboarding,
- Job-specific technical skill development, and
- Administrative and policy-related training.

Increased training investment helps ensure service continuity, reduces operational risk, and supports new staff in quickly reaching full productivity levels.

MD House Rental (Budget Reduced to \$0)

The MD house is **not currently rented**, and in an effort to remain conservative in revenue forecasting, the rental revenue has been reduced to **\$0** in the interim budget. A financial plan outlining potential revenue options, including full-home rental, room-by-room rental, and workforce housing—has been prepared in a separate document for Council's consideration. See attachment MD House Rental.

CAO – Contracted Services

The account code for CAO Contracted Services has been reduced to **\$0** as the CAO position is now salaried. The account will remain active with no budgeted expense to preserve flexibility for future requirements, should contracted support ever be needed.

Contracted General Services

Due to recent staff turnover, our Consultation Services 's cost has been increased to align with current demands. This will mostly relate to Consultation requirements to assist CAO and CFO with day to day activities and reporting.

Council Division

All Council-related budgets for Benefits, Wages, and Subsistence have been merged into a single consolidated account for clarity, transparency, and improved tracking of total council-related compensation costs.

Economic Development Division

Economic Development Legal Services will increase to **\$5000** as potential land development could occur in 2026. These legal expenses will cover all drafting for any required agreements.

Public Works Division

Gravel Crushing Costs

The cost for Gravel Crushing Costs will be decreased to an estimated **\$551,250**, reflecting a reduction in projected tonnage from **35,000 tons to 25,000 tons**. This amount remains provisional and will be confirmed once responses to the Request for Proposal (RFP) are received on **December 11th**.

Agricultural Service Board (ASB) Division

Safety Computer Programs GL

Simon introduced a Safety Program App called Sitedocs in March 2023, which got rid of the paper system we had before. Sitedocs is highly efficient, every employee under Public Works uses Sitedocs for our Hazard Assessments, Vehicle/equipment inspections, incident reports, hazard ID's, and much much more. In our Safety meetings we can look back and review all the forms that were submitted previously. The cost for this was never adjusted to the program's cost, so thus the reason behind adjusting it now. Increase for this will go from \$500 to \$3500.

V.S.I Services (Veterinary Services Inc.)

In the past V.S.I asked for approximately \$9,000 and Council has a CAP on the program at \$12,000. In 2025 Council Approved the funding request at \$11,500. Currently the Budget is at \$9,200 and should be increased to the maximum CAP of \$12,000.

FCSS Division

For this year's budget FCSS Coordinator communicated with FCSS's board to complete their interim budget. At this time, budget changes were reviewed and approved by FCSS board members and coordinator. For questions/concerns in regards to these changes, please contact FCSS Coordinator.

Interim Capital Budget 2026

In previous years, capital budgets were not included as part of the Interim Budget presentation. For this year, I would like to provide the capital budget as an attachment to give Council a clearer understanding of the planned purchases and upcoming projects over the next several years.

At this time, most of the required information has been received from Public Works and ASB.

Recommendation/Resolution

That council accepts both Interim Operating and Capital 2026 Budgets for review.

Until December 8th, administration is welcoming questions/concerns and will be able to provide more details in regards to these changes. For more details, Line by Line has been provided as an attachment.

Final Interim Budget will be presented for approval in our December 17th meeting.

Elena Valdes CFO

Financial Plan – MD House Revenue Options

Below is a summary of potential revenue-generating options for the MD-owned house. These options are intended to support conservative budgeting while also providing Council with flexibility for future planning.

1. Full-Home Rental (Single Tenant or Household)

Description: Rent the entire house to a single tenant on a month-to-month or fixed-term basis.

Benefits:

- Stable, predictable revenue
- Minimal administrative complexity
- Suitable for long-term planning

Risks/Considerations:

- Vacancy risk
 - Maintenance and landlord responsibilities remain with the MD
-

2. Workforce / Employee Housing

Description: Offer the home as housing for municipal employees, seasonal workers, or contracted personnel.

Benefits:

- Supports recruitment and retention
- Faster occupancy with less advertising required
- Flexible term options

Risks/Considerations:

- Could create perceived inequity if not part of a broader housing policy
 - May reduce availability for market rent
-

3. Room-by-Room Rental

Description: Rent individual rooms separately, with shared access to common areas.

Benefits:

- Can generate higher total monthly revenue than renting the house as a whole
- Flexible and attractive for short-term workers

Risks/Considerations:

- Higher tenant turnover
 - Increased management and maintenance demands
 - Requires clear shared-space rules and expectations
-

4. Short-Term Rental (Only if Council Policy Allows)

Description: Offer the home as a short-term rental option for visiting contractors, municipal guests, or community program participants.

Benefits:

- Highest potential revenue per night
- Highly flexible occupancy

Risks/Considerations:

- Operationally intensive
 - Requires booking and cleaning management
 - Not recommended unless additional administrative resources are available
-

5. Partnership or Lease-to-Use Model

Description: Partner with an organization (e.g., social services, training providers, seasonal hiring agencies) to lease the house for designated uses.

Benefits:

- Reliable revenue through a single long-term lease
- Low administrative involvement

Risks/Considerations:

- Less flexibility for future municipal needs
- May require alignment with organizational mandates or regulations

Municipal District of Spirit River No. 133
 Draft Interim Operating Budget 2026 - 2028
 December 3, 2025



Revenues	Division/Function	2025 Budget*	2026 Budget	2027 Budget	2028 Budget
	Property Taxes	4,888,820	4,888,820	4,888,820	4,888,820
	Public Works	197,909	197,909	197,909	197,909
	Administration	70,746	118,946	118,946	118,946
	Agriculture Services	166,247	166,247	166,247	166,247
	Cemeteries	500	500	500	500
	Culture/Nardam	15,000	15,000	15,000	15,000
	Development	4,000	3,500	3,500	3,500
	FCSS	193,135	180,206	180,206	180,206
	Fire Services	9,827	9,827	9,827	9,827
	Parks & Recreation	24,000	24,000	24,000	24,000
	Transit	7,500	7,500	7,500	7,500
	Water and Waste	60,000	60,000	60,000	60,000
Total Revenue		5,637,684	5,672,455	5,672,455	5,672,455
Expenses	Division/Function				
	Public Works	2,333,229	2,333,229	2,333,229	2,333,229
	Administration	1,010,389	863,919	863,919	863,919
	Agriculture Services	322,958	324,958	324,958	324,958
	Cemeteries	14,000	14,000	14,000	14,000
	Council	160,558	154,653	154,653	154,653
	Culture/Nardam	69,825	69,825	69,825	69,825
	Development	86,400	72,200	72,200	72,200
	Economic Development	55,779	49,664	49,664	49,664
	FCSS	193,085	174,238	174,238	174,238
	Fire Services	195,099	194,899	194,899	194,899
	Health & Safety	35,575	35,575	35,575	35,575
	Medical Clinic	16,000	16,000	16,000	16,000
	Parks & Recreation	29,000	29,000	29,000	29,000
	Requisitions	745,584	745,584	745,584	745,584
	Transfers to Reserves	248,420	521,132	521,132	521,132
	Transit	68,580	68,580	68,580	68,580
	Water and Waste	5,000	5,000	5,000	5,000
Total Expenses		5,589,481	5,672,455	5,672,455	5,672,455
Net Operating		-\$ 48,204	\$ -	\$ -	\$ -

*2025 operating budget may be amended to ensure net operating balances to zero.

MD 2027 CAPITAL BUDGET	GRAVEL CRUSH 25,000 TON	NEW GRADER	REPLACE 2008 KAWASAKI MULE	2026 TOTALS
	32	32	61	
CAPITAL REVENUES				
Capital Reserves	\$ -	-\$ 550,000.00	-\$ 30,000.00	(580,000.00)
Grants	-\$ 551,250.00	\$ -	\$ -	(551,250.00)
Proceeds from old asset sale	\$ -	-\$ 200,000.00	-\$ 10,000.00	(210,000.00)
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	-
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	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	-
	-\$ 551,250.00	-\$ 750,000.00	-\$ 40,000.00	(1,341,250.00)
CAPITAL EXPENDITURES				
Engineering Fees	\$ -	\$ -	\$ -	-
Engineering Bridges	\$ -	\$ -	\$ -	-
Contracted Projects	\$ 551,250.00	\$ -	\$ -	551,250.00
Contracted Projects	\$ -	\$ -	\$ -	-
Gravel Project	\$ -	\$ -	\$ -	-
Machinery & Equipment	\$ -	\$ 750,000.00	\$ 40,000.00	790,000.00
Land for Municipal Use	\$ -	\$ -	\$ -	-
Capital Assets Purchased	\$ -	\$ -	\$ -	-
	\$ -	\$ -	\$ -	-
	\$ 551,250.00	\$ 750,000.00	\$ 40,000.00	1,341,250.00
Net Capital	-	-	-	-

[illegible]

[illegible]

MD	GRAVEL CRUSH 25,000 TON	2030 TOTALS
2030 CAPITAL BUDGET	32	
CAPITAL REVENUES		
Capital Reserves	\$ -	-
Grants	-\$ 551,250.00	(551,250.00)
Proceeds from old asset sale	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
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	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
	\$ -	-
	-\$ 551,250.00	(551,250.00)
CAPITAL EXPENDITURES		
Engineering Fees	\$ -	-
Engineering Bridges	\$ -	-
Contracted Projects	\$ 551,250.00	551,250.00
Contracted Projects	\$ -	-
Gravel Project	\$ -	-
Machinery & Equipment	\$ -	-
Land for Municipal Use	\$ -	-
Capital Assets Purchased	\$ -	-
	\$ -	-
	\$ 551,250.00	551,250.00
Net Capital	-	-



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25
December 3rd, 2025
CAO
Alberta Community Partnership Grant:
Joint application between Town of
Spirit River and MDSR133 for the
submission of the 2025/26 ACP Grant
application in support of the Regional
Stormwater Management Plan Project

BACKGROUND/PROPOSAL

CAO Steve Jack, Town of Spirit River reached out to administration regarding a joint application for the Alberta Community Partnership (ACP) Stormwater Grant. This funding is critical to initiating a comprehensive drainage study for our municipalities, the study will allow us to better understand, manage, and upgrade existing stormwater infrastructure to address current and future flooding/drainage issues. In speaking with CAO Jack, he confirmed that a drainage study for the MD land located at: SE-22-78-6-W6 purchased September 2024 could be included in the grant.

The successful acquisition of this grant funding is essential for commissioning a much-needed hydrology and drainage study within the municipalities. This study is a foundational requirement to:

- Accurately model the performance of our current drainage network.
- Identify vulnerabilities and areas prone to flooding.
- Develop a long-term capital plan for sustainable stormwater management

Administration respectfully requests Council's approval and formal resolution to participate in the upcoming Alberta Community Partnership (ACP) Stormwater Management Grant 2025/2026.

RECOMMENDATION/RESOLUTION

2025/2026 Alberta Community Partnership Stormwater Management Grant
Municipal District of Spirit River No.133 and The Town of Spirit River.

MOTION XXX.12.03.25

that the Municipal District of Spirit River supports the Town of Spirit River's (managing partner) submission of a 2025/26 Alberta Community Partnership grant application in support of the Regional Stormwater Management Plan Project, with no matching contribution being required to come from the Municipal District of Spirit River No.133. Further that the motion be retroactive to November 28th, 2025, to align with ACP grant deadlines.

Or: That Council direct Administration accordingly.

2025/26 – Alberta Community Partnership – Town of Spirit River Regional Stormwater Plan

Draft Project Description

The partnership between the Town of Spirit River, Municipal District of Spirit River, and the Village of Rycroft is a partnership that recognizes the importance of safe, adequate, and sustainable stormwater management and want to ensure we are positioned to address future operational, infrastructure, and land use requirements through a regional stormwater plan. The condition of municipal service delivery infrastructure is a key element of municipal and regional sustainability and is a critical consideration for growth and attracting investment to the region.

The regional stormwater plan will support regional stormwater service delivery and infrastructure management and determine existing and future capacity to transfer stormwater safely and effectively. The purpose of the regional stormwater plan is to develop stormwater design options that will enhance and optimize stormwater management, mitigate flooding, and ensure a strategic and informed approach to capital planning.

The expected project output will optimize drainage and support future infrastructure planning.

The partnership will undertake the following activities:

1. Historical data review, situational analysis, and site surveys.
2. Identifying easements and alignment options.
3. Completing environmental reviews such as wetland and watercourse evaluations.
4. Engineering analysis including drainage, catch basin and culvert sizing.
5. Preliminary and detailed engineering designs, and cost models.
6. Regulatory review and analysis.
7. Stormwater impact analysis on transportation network.
8. Regional stormwater infrastructure detailed design optimization analysis and recommendations to ensure critical regional stormwater management.
9. Update the 10-year capital plans.

The development and efficient delivery of core municipal services is critical to the viability, economic stability, and quality of life in the region. The regional stormwater plan will provide new and enhanced stormwater information. This is critical for the partners as they focus on a big picture approach for the planning and collaborative delivery of stormwater management services well into the future. This aligns with and supports the intermunicipal collaboration framework (ICF) objective that speaks to the importance of regional cooperation for the delivery of vital stormwater management services. Infrastructure assessment information can also be used to support ICF updates.

Draft Council Resolutions***For Project Manager:***

So moved that the **Town of Spirit River** supports the submission of a 2025/26 Alberta Community Partnership grant application in support of the Regional Stormwater Plan project and is prepared to manage the grant project and related compliance requirements. There is no matching contribution required.

For Project Participant(s):

So moved that the **Municipal District of Spirit River** supports the Town of Spirit River's (managing partner) submission of a 2025/26 Alberta Community Partnership grant application in support of the Regional Stormwater Plan project. There is no matching contribution required.

So moved that the **Village of Rycroft** supports the Town of Spirit River's (managing partner) submission of a 2025/26 Alberta Community Partnership grant application in support of the Regional Stormwater Plan project. There is no matching contribution required.

2025/26 – Alberta Community Partnership Intermunicipal Collaboration Grant Application

Managing Partner: Town of Spirit River

Participating Municipalities: Municipal District of Spirit River

Project Title: Regional Stormwater Plan

Project Timeline: Project Start Date (DD-MMM-YY) – Defaults to "01-Apr-25"

Project Completion Date (DD-MMM-YY) – Enter "31-Dec-28"

PROJECT OVERVIEW

1. This project produces (*check all that apply*):

-  ☐ A regional service agreement, plan, framework, strategy, or model
-  ☐ A study (e.g., shared service feasibility study, etc.)
- ☐ An amended Intermunicipal Collaboration Framework and/or a new or amended Intermunicipal Development Plan
- ☐ Other (please specify) (*maximum 100 characters*):

2. a. Provide a description of the project.

- What is the purpose of the project?
- Describe how the project is a new or enhanced service.
- What activities will the partnership undertake to complete the project?
- What are the project's outputs and expected concrete results?

(Max 4,000 Characters)

The partnership between the Town of Spirit River and Municipal District of Spirit River is a collaboration that recognizes the importance of safe, adequate, and sustainable stormwater management and wants to ensure we are positioned to address future operational, infrastructure, and land use requirements through a regional stormwater plan. Regional infrastructure supports regional and local sustainability and is a critical consideration for growth and attracting investment to the region.

The regional stormwater plan will support regional stormwater service delivery and infrastructure management and determine existing and future capacity to transfer stormwater safely and effectively. The purpose of the regional stormwater plan is to develop stormwater design options that will enhance and optimize stormwater management, mitigate flooding, and ensure a strategic and informed approach to capital planning.

The condition of municipal service delivery infrastructure is a key element of municipal and regional sustainability and the provision of stormwater services to the region has now reached a pivotal time to consider the most viable approach to enhance long-term stormwater service and operations. The regional stormwater plan is focused on evaluating the feasibility of various alternatives, infrastructure requirements, and service delivery strategies to address the critical infrastructure.

The regional stormwater plan will involve the following activities:

1. Historical data review, situational analysis, and site surveys.
2. Identifying easements and alignment options.
3. Completing environmental reviews such as wetland and watercourse evaluations.
4. Engineering analysis including drainage, catch basin and culvert sizing.
5. Preliminary and detailed engineering designs, and cost models.
6. Regulatory review and analysis.
7. Stormwater impact analysis on transportation network.
8. Regional stormwater infrastructure detailed design analysis and recommendations to optimize critical regional stormwater management.
9. Update the 10-year capital plans.

The detailed upgrade and cost options information will support the regional stormwater service delivery plan that identifies infrastructure and operational requirements to ensure safe and responsive regional stormwater services long into the future. This information and recommendations will also establish a framework to guide informed decisions on future regional stormwater infrastructure and service delivery.

2.b. Describe how benefits will be shared among the participating municipalities.

- How does the project address municipal and regional needs?
- Does the project benefit stakeholders beyond the partnership?

(Max 4,000 Characters)

The identified need being addressed by the regional stormwater plan is to have more specific stormwater information regarding stormwater management, how it is proposed to be collected, and how and where it will be contained or discharged. This information is urgently needed prior to any planned residential and commercial developments in the town and MD, and issuing any development permits within the area structure plan (ASP). This project will also assess traffic impacts and address any highway ditch improvements recommended to mitigate potential erosion associated with stormwater related to the ASP. This is also a proactive approach to identify regional stormwater service delivery priorities and infrastructure needs in advance of any potential system capacity issues.

Improved stormwater routing and storage capacity will reduce downstream impacts to other neighboring municipalities, agricultural operations and government infrastructure such as highways. The benefits extend throughout the region with reduced risk of overland flooding. Identifying opportunities for better stormwater quality management, capture, retention, and reuse will strengthen water supply

resilience for the partnership and beyond. The project will also identify ways to support healthier natural creek systems and reduce sediment and nutrient loading into waterways.

The stormwater infrastructure and service delivery is a core element of a community's vitality and development. The regional stormwater service delivery plan is needed to guide growth and development and ensure it occurs in an orderly, economic, efficient, and sustainable fashion. This project will provide new and enhanced stormwater management capacity data that is required in support of, and prior to, industrial, commercial, and residential development across the region. This is critical for the partners as they focus on a big picture approach and next steps for planning and collaborative delivery of stormwater management services in the region. It would also promote collaboration and cooperation in land use planning matters of mutual interest.

Stakeholders that could benefit beyond the partnership include:

- Local business, industries, and developers – more efficient regional stormwater infrastructure planning could lead to increased growth, housing, business attraction, and economic development.
- Agricultural Communities/Emergency Management Providers – reliable and safe regional stormwater services is critical for protection of crops and livestock, and safer emergency response routes.
- Residents – establishes integrity and accountability within the region and supports optimizations that will improve regional stormwater service delivery giving consideration to impact on residents and the environment.
- Alberta Provincial Government – The partnership is working closely with Alberta Government, Transportation and Economic Corridors – Peace Region to ensure that the regional stormwater plan considers provincial environmental and transportation statutory requirements (e.g., traffic impact assessment).

PROJECT PRIORITY

3. Why are the project and the grant needed?

3.a. Describe how and why this project is a priority for the region. (Max 4,000 Characters)

The region has experienced increasing water-related challenges over the past several years, demonstrating a need for an integrated stormwater management plan. There was a boil water advisory in 2018 and water restrictions in 2023–2024. The Town was required to implement Level 2 water restrictions in both 2023 and 2024 due to lower-than-average precipitation, low natural runoff, and reduced water availability. These restrictions impacted residents, commercial businesses, agricultural operations, and regional service partners. Because of the regional topography, during seasonal surface flooding, such as high-intensity rainfall or melting events, the northern low-lying areas experience erosion, pooling, overland flow, and localized property impacts, highlighting limitations in the existing

stormwater system. Portions of the stormwater system (i.e., ditches, culverts, and underground storm mains) are approaching or past their intended design life, increasing maintenance costs and reducing system reliability. The region has experienced greater variability in precipitation patterns, including both drought-like conditions and isolated heavy rainfall events, increasing the urgency for a resilient stormwater strategy. These historic concerns illustrate a clear need for a comprehensive stormwater management plan.

Elected officials have identified stormwater management as an important service area for collaboration and is part of the Intermunicipal Collaboration Framework (ICF) as it relates to intermunicipal planning and service delivery initiatives.

The partnership and regional stakeholders are working together to ensure stormwater management infrastructure is available to support regional needs. This project demonstrates how significant wholistic stormwater services are for the region and how we are all working together to ensure regional service delivery of a critical resource. This makes the stormwater plan all the more urgent as the partnership does not have asset-focused stormwater service delivery data, options, and recommendations in place to inform future regional stormwater service delivery priorities, processes, and infrastructure management.

This project supports provincial and ministry objectives that include:

Municipal Affairs – Outcome 1: this project provides the framework for encouragement of economic growth through future construction projects that will promote vibrancy and prosperity, employ Albertans, and joint administration that could potentially reduce red-tape.

Municipal Affairs – Outcome 2: this project will provide critical data and a framework for the intermunicipal collaboration and enhanced delivery of regional stormwater.

Environment and Protected Areas – Outcome 1: this project provides critical stormwater servicing information and options that will support proactive and responsible regional environmental resource stewardship.

Agriculture and Irrigation – Outcome 1: this project supports improved stormwater management which will enhance the competitiveness of the agriculture and value-added sectors and promote the economic competitiveness of the region.

3.b. What is preventing the partnership from undertaking the project in-house or from obtaining the resources or expertise needed for the project? How will the grant be used to resolve these barriers?

(Max 4,000 Characters)

There are several factors affecting the partnership's ability to undertake this project that include:

- Requirement for specialized knowledge and expertise that is not available within the partnership related to expert analysis and stakeholder engagement. The grant will be used to obtain technical experts capable of completing the required work.
- The use of partnership funding for this project would place additional financial strain on operational resources that are struggling to balance ever increasing costs and delivery of vital services.
- The delivery of day-to-day local government operations that continue to meet the high degree of residential, business, and other stakeholder expectations creates strained time commitments and high workloads. This funding enhances the flexibility and capacity of the partnership to engage in the time expectations this project requires.

This project is of critical importance and the consequence of not going forward would mean that the partnership does not have the data and planning tools that would provide guidance to decision-makers and a framework for new and enhanced regional stormwater service delivery, strategies, and plans. The regional stormwater plan is vital in identifying infrastructure conditions and requirements for the enhanced and efficient delivery of stormwater management services. The use of grant-funded external resources is the only effective way to ensure project success.

PARTNERSHIP AND PROJECT READINESS

4. a. Provide a brief description of each partner's roles and responsibilities with respect to the project.

- How will each participating member be involved in project planning, administration, and decision making?
- What arrangements and processes are in place or will be established to ensure the interests of each member will be met in project outcomes?

(Max 4,000 Characters)

The Town of Spirit River is the managing partner on this grant application for the sole purpose of grant submission and future grant administration and reporting if grant is approved.

The partnership will oversee all aspects of the stormwater plan for the region and have also established a regional stormwater working group to ensure that both project partners are actively represented and engaged in project progress and will have input and influence on project outcomes.

The town and the MD would provide project oversight and coordinate consultant procurement. Where applicable, we will share regional drainage, topographic, and infrastructure data and identify cross-boundary drainage concerns to develop a full stormwater situational understanding. The technical consultants will provide a technical review and project execution.

The partnership recognizes that stormwater flows and stormwater management is not confined to the municipal boundaries, and so a fully collaborative process is in place as it relates to project planning, administration, and decision making. Mechanisms that will support an inclusive process for the development of a comprehensive stormwater decision framework, and detailed analysis includes open and frequent discussions to ensure agreement on data collection methods, input from senior

administration, acknowledgement of shared values (e.g., reliable infrastructure for regional stormwater service delivery, environmental stewardship, economic diversification, and growth) and an agreed upon decision model. Administration and technical advisors from the partnership will also be involved throughout the process.

Municipal partners will have an opportunity to review regional stormwater data and recommendations to determine the relevant issues, and alignment with local goals and objectives.

Once the baseline data is collected and the regional stormwater plan and recommendations are developed, the regional stormwater working group will make presentations to respective councils to guide regional policy development and infrastructure upgrade decisions.

4.b. How will conflict be resolved to ensure a successful outcome which meets the interests of all project participants?

- Provide details of any dispute resolution mechanisms in place or that will be established between the partners.

(Max 4,000 Characters)

The partnership will follow the resolution process that is part of the ICF structure.

It is imperative that the regional stormwater plan be of use for both municipalities so check points to confirm clarification of process will be embedded in the project planning process.

The intent of the dispute resolution process is to maximize opportunities for discussion to resolve areas of disagreement early in the process. If conflict occurs all efforts will be made to resolve the issue administratively. If required, the issue will be elevated in the following sequence: regional stormwater working group, senior managers, joint meetings of both councils, provincial mediation.

4.c. Provide a concise overview of the project workplan and timeline.

(Max 4,000 Characters)

The partnership proposes hiring a consultant to complete the following project workplan within the projected timelines.

Project Workplan Overview	Timeline*
Stakeholder engagement sessions	Ongoing
Preliminary assessment and data collection and analysis in conjunction with municipal partner's input.	April – August 2026
Conduct a technical stormwater infrastructure condition and site assessment review and analysis including drainage, catch basin, and culvert sizing	September 2026 – March 2027

Conduct a supporting environmental review with wetland and watercourse evaluations, impact analysis on transportation network, easement and alignment options, and regulatory review.	April – December 2027
Develop a stormwater infrastructure detailed design analysis, recommendations to optimize critical regional stormwater management, and cost models	January – June 2028
Update 10-year capital plans.	July – October 2028
Council presentations and policy updates.	November – December 2028

*Projected date ranges are high level estimates and may overlap and be modified as project proceeds.

4.d. Identify potential risks that could impact the schedule of activities listed under this ACP project and provide risk mitigation strategies.

(Max 4,000 Characters)

1. Navigating the dynamics of a partnership – this will be mitigated through strong communication and transparent development of project expectations, and respectful consideration of partnership contributions and concerns.
2. Weather impact on timely collection of data – this will be mitigated through adherence to the project plan and dedicated project staffing and resources that will prioritize data collection when optimal to do so.
3. Availability or completeness of municipal input and asset data – this will be mitigated through clear communications between the consultant and municipal representatives to ensure project data needs are managed effectively and solutions to address data gaps are addressed in a timely manner.
4. Municipal support and cooperation – this will be mitigated through targeted communications with partnership and impacted stakeholders to determine and coordinate needs, and develop strategies on addressing these needs.
5. The partnership does not support the recommendations – this will be mitigated through determining the individual needs in the regional context, strategies on addressing these needs, and preliminary identification of potential impacts to local and regional stormwater services.
6. Availability of funding for regional stormwater service delivery infrastructure – this will be mitigated through the regional stormwater plan itself which will provide the respective councils with critical information when deliberating over resource budgets and priority projects.

INTERMUNICIPAL COLLABORATION - BUDGET

5.a. What are the expenditure estimates provided under the Project Budget section based on?

- Include details on the anticipated project resources, service providers, or contractors.

(Max 4,000 Characters)

The partnership has collaborated with an industry leader that has technical and local expertise to identify high level project requirements and who has also provided a preliminary quote in support of this project. Costs are estimates based on similar projects.

5b. Provide a comprehensive, **itemized breakdown** of all your estimated project costs and expenditures in the table below. Insufficient or incomplete project cost information will impact the evaluation of your grant application.

- Use the [+] button to add line items to specifically identify the types of consultant activities and vendor costs (advertising, printing, venue rental).
- Only list the project cost information associated with the scope of work under this grant request.
- Capital expenditures are not eligible under the IC component.

Item Description	Estimated Item Cost
Stormwater infrastructure data collection and analysis	\$25,000
Stormwater infrastructure condition and site assessment, and review and analysis of drainage, catch basin, and culvert sizing	\$65,000
Environmental review, traffic impact analysis, review of easement and alignment options, and regulatory review.	\$60,000
Stormwater infrastructure detailed design analysis, recommendations, and cost models.	\$30,000
Updates to 10-year capital plans.	\$20,000
Total Project Costs	\$200,000

**The grant maximum under the Intermunicipal Collaboration component is \$200,000.*

ADDITIONAL SUPPORTING PROJECT INFORMATION

6. Provide any other additional project details not included in the responses that will further inform ministry staff in understanding the benefits of your project. (Max 4,000 Characters)

A large part of the regional stormwater plan is to properly assess stormwater service infrastructure needs and priorities that will form the basis for strategic short-, medium-, and long-term infrastructure planning. The information gathered under this project will provide immediate benefit to the partnership as we will be able to prioritize required work, assess budgetary implications, and work together to address critical stormwater servicing requirements. Smaller and northern municipalities such as ours understand that exploration of regional solutions and options is critical to address municipal viability and economic growth.

The funding is critical, especially now with additional challenges we are facing with tariff threats and supply issues, slowing global growth, and responding to uncertain fiscal pressures like ever increasing operational costs. The focus on regional cooperation that is supported through this grant will strengthen

the partnership and put us in a stronger position to face these circumstances together. Even with these challenges, the partnership remains committed to building the asset management foundational information to direct essential regional stormwater service delivery that will diversify risk and reduce vulnerability.

This project supports the provincial economy and would create an estimated 4-6 jobs during the course of the project and secures direct or indirect regional operations and related jobs. This partnership is being proactive to ensure sound and reliable infrastructure is in place to ensure we are positioned to grow and respond to Alberta's economic renewal and environmental sustainability.

The partnership is prepared to make a significant capital commitment to this high priority project and appreciates the Government of Alberta's support to ensure proactive regional planning is in place to guide infrastructure investment decisions, economic growth and sustainability in rural areas.



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25
December 3rd, 2025
Elena Valdes, Shirley Hayden
Staff Year End Bonus

BACKGROUND/PROPOSAL

As in previous years, Council has approved that permanent staff receive a Christmas Bonus in the amount of \$200 per staff member, as recognition of the performance of the hard work and dedication of the Municipal District of Spirit River No.133 staff, which is presented at the annual staff Christmas Party.

Administration is requesting a motion to approve the year end staff bonus.

RECOMMENDATION/RESOLUTION

That full time Municipal District of Spirit River No.133 permanent staff receive the year end staff bonus in the amount of \$200 per staff member, presented at the annual staff Christmas Party, to come from Reserves.

Or

Council direct Administration accordingly.

CAO



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25

December 3, 2025

CAO

1. Christmas Party December 5th, 2025 - Office Closure
2. Christmas Holidays 2025-2026 Office Closure

BACKGROUND/PROPOSAL

1. Administration has secured the group use event space for the Municipal District of Spirit River No.133 annual Christmas party; to allow staff travel time, administration is requesting the administration office be closed at 1:00 p.m. on December 5th, 2025.
2. Administration is proposing The Municipal District of Spirit River No.133 municipal office and the Public Works office be closed to the public during the week of December 23rd - January 2nd, for the 2025 - 2026 Christmas and New Year holiday break, with the office set to reopen January 5th, 2026. December 23rd, 24th, 29th, 30th and 31st, and January 2nd, 2026, municipal staff will be provided the following options:
 - 1) Optional unpaid leave;
 - 2) Option to work during December 23rd, 24th, 29th, 30th and 31st, and January 2nd, 2026 (closed to the public);
 - 3) Option to use vacation time;

The office will reopen on Monday, January 5th, 2026.

RECOMMENDATION/RESOLUTION

1. That the Municipal District of Spirit River No.133 administration office be closed at 1:00 p.m. on Friday, December 5th, 2025.
2. That The Municipal District Administration Office and Public Works Office be closed for the week of December 23rd - January 2nd be closed with the following staff options; optional work, use staff vacation days, or take an unpaid leave for the 2025-2026 Christmas Holiday Season.

Or

That Council direct administration accordingly.

CAO



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25
December 3, 2025
CAO
Festival of Trees Sponsorship Request

BACKGROUND/PROPOSAL

The Town of Spirit River and the Kinettes Club are excited to announce the 2025 Winter Carnival, featuring the Festival of Trees happening on Friday, December 5th, 2025, at Centennial Hall.

Request was circulated electronically on November 17th, due to the November 28th deadline, to ensure recognition of the event. Administration reached out to Council members electronically.

Council indicated that they support a \$250 financial contribution toward the event. Please see attached information.

RECOMMENDATION/RESOLUTION

That the Municipal District of Spirit River No.133 sponsor the Town of Spirit River and Kinettes Club 2025 Festival of Trees in the amount of \$250.00, to be paid from the Donations to local groups and organizations budget.

Or

That Council direct administration accordingly.

CAO

Sponsorship Invitation: Festival of Trees in Spirit River



Shirley Hayden

To Tony Van Rootselaar; Dean Wark; Shelley Rozecki;
 Evelyn Bzowy; Evelyn Bzowy; Bernie Schoorlemmer
Cc Rebecca Fitzsimmons



Thu 7:53 PM



This message was sent with High importance.

If there are problems with how this message is displayed, click here to view it in a web browser.

Sponsorship letter.doc
292 KB

Good evening everyone

Attached is a letter inviting sponsorship and participation in the Town of Spirit River annual Festival of Trees event.

Due to the immediacy of the event, Council needs to consider whether and how to support the event, and we will adopt a retroactive motion at our December 3 Council meeting.

Please review the attachment, and in consideration of that letter, please respond ("Reply All" your response) for the following:

BACKGROUND/PROPOSAL:

MD of Spirit River has received an invitation from the Town of Spirit River, in collaboration with the Kinettes, to sponsor their Annual Festival of Trees event happening December 5, 2025.

This is an opportunity to partner with our local municipalities, and support the Kinettes, as well as to contribute to the community and enhance the festive holiday experience of local residents.

As the sponsorship request requires a response by November 28th, 2025, Council is invited to consider the request and decide on action, if any, before the December 3 Regular Council Meeting if and how the event can be supported.

Direction for Administration will be supplied via email and ratified through a formal motion at the December 2 Regular Council Meeting.

What the MD has donated to the festival of trees in past years: donation equivalent to approximately \$150.00 - \$200.00 if council wishes to sponsor the event the funds will come from sponsorships/donations line in the budget.

Thank you
Have a great weekend

INFORMATION and CORRESPONDENCE: RM 12-25

Email Introduction/Summary: Town of Spirit River Festival of Trees Sponsorship Invitation

From: Traci O'Connell <recmanager@townofspiritriver.ca>
Sent: November 18, 2025 11:44 AM
To: MD of Spirit River 133 <mdsr133@mdspiritriver.ab.ca>
Subject: Sponsorship Invitation: Festival of Trees in Spirit River

Good morning, Monique

Wishing you a joyous holiday season! As we prepare for the festivities, I'd like to extend an exclusive invitation to Municipal District 133 to consider sponsoring our upcoming Festival of Trees in Spirit River, Alberta. This heartwarming event showcases our community's spirit and commitment to environmental stewardship.

Please find attached a detailed sponsorship package outlining the benefits and opportunities of partnering with us.

Thank you for your time, and I look forward to exploring this opportunity further with you.

Thank-you,

Traci O'Connell
Rec & Community Manager

Phone: 780-864-2020
Email: Address: recmanager@townofspiritriver.ca
4502 50 Street - Box 130 Spirit River, AB T0H 3G0



Box 130 Spirit River, Alberta T0H 3G0
 Phone: (780) 864-3998 Fax: (780) 864-3433
www.townofspiritriver.ca



Dear Community Members and Business Leaders,

Get ready to deck the halls and spread some holiday cheer! The Town of Spirit River and the Kinnettes Club are excited to announce the 2025 Winter Carnival, featuring the Festival of Trees.

Join us on Friday, December 5th, 2025, at Centennial Hall, for an unforgettable evening of festive fun, friends, and family. This year's Festival of Trees promises to be an extraordinary celebration, with all proceeds supporting local youth activities.

We invite local businesses, organizations, and individuals to join in the spirit of giving by sponsoring or donating to our event. Your generosity will help make this year's Festival of Trees truly special, covering event expenses and bringing even more joy to our community.

In appreciation of your support, our sponsors will receive:

- **Event Signage Recognition:** Get recognized for your contribution at the event
- **Social media:** We'll give you a shoutout on our social media pages

By contributing, you'll be helping to provide:

- **A Free, Family-Friendly Event:** Enjoy festive activities, games, and entertainment for all ages
- **A Joyful Community Gathering:** Support local recreation and community spirit
- **Fundraising Opportunities:** Bid on beautifully decorated trees and support a great cause

This year, we're also excited to introduce the **Christmas Tree of Cheer!** We're seeking donations of gifts for adults and children to make this tree a highlight of the evening. Your support will help us provide:

- **A Visit from Santa:** The big man himself will make an appearance
- **Face Painting and Children's Crafts:** Keep the kids entertained with fun activities

- **Hot Chocolate, Apple Cider, and Sweet Treats:** Warm up with some festive goodies
- **Games, Laughter, and Holiday Cheer:** Enjoy a night of merriment with friends and family

Ways to contribute:

- **Sponsor an Event Activity or Feature:** Support a specific part of the event
- **Make a Financial Donation:** Contribute to the event's overall success
- **Provide In-Kind Goods or Services:** Offer goods or services to support the event
- **Donate Items for the Christmas Tree of Cheer:** Help make this special tree a reality

Every contribution makes a difference. Together, we can create a memorable Winter Carnival and Festival of Trees that celebrates our community.

Please submit your sponsorship or donation by November 28th, 2025, to ensure recognition at the event. To get involved, contact Traci at recmanager@townofspiritriver.ca or 780-864-2020.

Thank you for your continued support and community spirit. We can't wait to celebrate with you at the 2025 Winter Carnival and Festival of Trees!



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM 12-25
 December 3rd, 2025
 Monty Bremont, Returning Officer
 Destruction of 2025 General Municipal
 Election Materials

BACKGROUND/PROPOSAL

In accordance with Section 101 of the *Local Authorities Election Act* (LAEA), the mandatory six-week retention period for election materials (ballots, voting register, nomination papers) from the October 20, 2025, election will pass on **December 1, 2025**.

Provided there are no pending recounts, objections, or judicial reviews, the Returning Officer may be authorized to destroy these materials after this date.

Therefore, Administration recommends Council approve a resolution to authorize the destruction of all ballots and related materials from the 2025 General Municipal Election, pursuant to the provisions of the LAEA.

RECOMMENDATION/RESOLUTION

That Council authorize the Returning Officer to destroy all ballots and related election materials on December 10th, 2025, from the 2025 General Municipal Election, pursuant to the provisions of the *Local Authorities Election Act*.

Or

That Council directs administration accordingly.

Monty Bremont, Returning Officer for the 2025 General Municipal Election



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM 12-25
December 3rd, 2025
CAO
Policy Development -
ADM.LEG.18 Council Remuneration

BACKGROUND/PROPOSAL

Administration is in the process of reviewing and updating the Municipal District of Spirit River No.133 policy manual. Legislative Policy: Council, Committee and Board Remuneration (Leg.18) is presented for Council's review. Administration has updated the policy to:

- Contain a header on the document indicating on each page the policy identification and date of edition;
- Correct errors in Allowances: "One thousand and two hundred and thirty-six dollars " is corrected to read "One thousand and two hundred thirty-seven dollars and eight cents", and "One thousand and thirty dollars" is corrected to read "One thousand and sixty dollars and ninety cents";
- Reflect the Canada Revenue Agency guidelines regarding Taxable and Non-taxable Income – Under "Note", references to Taxable and Non-taxable meetings is replaced with the following: "All compensation earned through salary, meeting participation, or conference attendance will be considered taxable income."
- Reference supporting documents "Travel Expense Claim" and "Council Timesheet".

Attached is updated Legislative Policy LEG.18 Council, Committee and Board Renumeration for Councils' review.

RECOMMENDATION/RESOLUTION

That Council review and approve updated Legislative Policy: Council, Committee and Board Remuneration Leg.18 as presented.

Or

That Council direct Administration accordingly.

CAO



Policy No. LEG.18

Council, Committee and Board Remuneration

Amended: December 3rd, 2025

Department: **Legislative**

Council Resolution No: ###.12.03.25

Related Procedure:

Past review dates: August 3rd, 2022, March 4th, 2020/ January 1, 2019,
January 17th, 2024, April 16th, 2024

The Municipal District of Spirit River No.133 Policy Manual

Policy Statement:

This policy applies to all council members of the Municipal District of Spirit River No. 133 and all members-at-large of committees or boards appointed by the Municipal District of Spirit River No. 133. The Council of the Municipal District of Spirit River No. 133 may amend, delete, or make additions to this policy as deemed necessary, by resolution of Council, passed in a duly assembled meeting of council. Cost of living increases (COLA) will be automatically adjusted to reflect increases as they occur. (This policy will be reviewed periodically).

Procedure:

This policy will apply to all who attend meetings on behalf of the Municipal District of Spirit River No.133.

Definitions:

Council Members: will include committee members, members-at-large appointed to committees by Council.

Elected Council Members: means only the members elected by the electorate.

Council Meetings: will include committee meetings, convention days, travel days, and road tour days.

Subsistence: will mean food and non-alcoholic beverage only.

Accommodation: means hotel room charges, in-house and local telephone calls, and all applicable taxes.

Incidentals: means extra expenses expended by representatives of the Municipal District of Spirit River when out of town on municipal business after 24 hours.

Mileage Rate: means reimbursement for travel expenses when using personal vehicles while on municipal business.

Reeve's Allowance: means indemnity paid to the Reeve in compensation for supervision, attending the municipal office as the Chief Elected Official of the municipality and preparation for council meetings per month.

Councillor Allowance: means indemnity paid to regular members of council in compensation for supervision and preparation for council meetings per month.

Travel Time: means time required by the member to travel to the definite location to attend to meetings or conferences on behalf of the municipality.

Policy Guidelines:

Remuneration

Council members of the Municipal District of Spirit River No. 133 and committee or board members appointed by the MD will be remunerated in the following manner: members-at-large that are appointed to boards at the organizational meeting will be compensated at the same standard rate as a meeting.

Procedure for Members

Mixed Compensation:

Member meetings: 185.66/ per meeting.

Conference: Full day conference : 257.50 / per day. Half day conference : \$185.66 / per day.

If a member of Council is requested to sit on a board or committee and the remuneration is less than this policy, that member may apply for equitable reimbursement as per this policy.

Salary:

Reeves Allowance - One thousand and two hundred and thirty-seven dollars and eight cents - (\$1237.08.00) /per month.

Councillor Allowance - One thousand and sixty dollars and ninety cents - (\$1060.90) / per month.

Travel Allowance:

Mileage Rates:

\$0.72 per kilometer for the first 5,000 kilometers. \$0.66 per km after that. (CRA guideline)

NOTE: The Municipal District of Spirit River No.133 will adhere with all Current Canada Revenue Agency Guidelines pertaining to Mileage allowances.

- ◆ When travel is required for any meeting 500 hundred kilometres or beyond one-day travel time will be allowed.
- ◆ When travel is required for any meeting 800 hundred kilometres or beyond two days travel time will be allowed.

Cab Fares - Reimbursement with receipts.

Parking - Reimbursement with receipts.

Note:

All compensation earned through salary, meeting participation, or conference attendance will be considered taxable income.

Accommodation:

Accommodation - Up to a maximum of \$257.50 / per day (subject to increased rates due to peak booking times for conferences or as otherwise booked by a member of administration).

Accommodation - (at a family or friends) \$51.50 (maximum no receipt required)

Accommodation will be paid by The Municipal District of Spirit River No.133 Credit Card whenever possible.

Airfare:

Airfare will be paid by the Municipal District of Spirit River No.133 Credit Card whenever possible.

In instances where the member must pay for additional flight changes associated with travel for MD business and the MD credit card is not available, any additional airfare costs incurred to the member will be reimbursed by the MD.

Meal Allowance:

Subsistence will be paid only if not covered in the conference or meeting registration, following amounts are used as a guideline:

Breakfast	\$26.52
Lunch	\$26.52
Dinner	\$37.13

The MD does not allow the purchase of alcohol and movies, members and employees will use reasonable discretion when purchasing meals, managers that hold MD credit cards will use discretion with regard to the purchase of meals for MD attendees or a meal in relation to public relations for the MD.

Benefits:

- ◆ AUMA policy coverage is to be paid at 100% by the municipality for Elected Council Members of the Municipal District of Spirit River No. 133.

Incidentals:

Twenty dollars (\$21.22) per day for every 24 hours away from home, starting the first day the member/employee leaves to attend the conference.

A greater amount may be paid when receipts are provided.

Expense Sheets are due the 26th of each and every month.

Reference Documents:

- Travel Expense Claim Sheet
- Council Timesheet



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

MEETING DATE:

ORIGINATED BY:

TITLE:

RM 12-25

December 3rd, 2025

Monty Bremont

**Decommissioned Pavement on Highway
2 from Burnt River Realignment**

BACKGROUND/PROPOSAL

A piece of pavement adjacent to Highway 2 will soon be decommissioned by Alberta Transportation from the Highway 2 Burnt River Realignment Project. A ratepayer residing along the pavement delegated to the previous Council on July 2nd, 2025, requesting Council to consider keeping the pavement rather than converting it back to gravel. Council ultimately passed a motion to send a letter to Alberta Transportation, refusing to accept the decommissioned piece of pavement.

Subsequently, administration received confirmation from Alberta Transportation that the MD will receive the pavement regardless, and will be responsible for the road for the remainder of its life. Alberta Transportation has offered to convert the pavement back to gravel prior to turning the road over to the MD. Should the MD choose to keep the pavement rather than convert it, the future cost of conversion will not be covered by Alberta Transportation and will fall on the MD.

Administration has drafted a critical analysis of the various options, for Council's consideration.

Attachments:

Map of pavement with approximate measurements

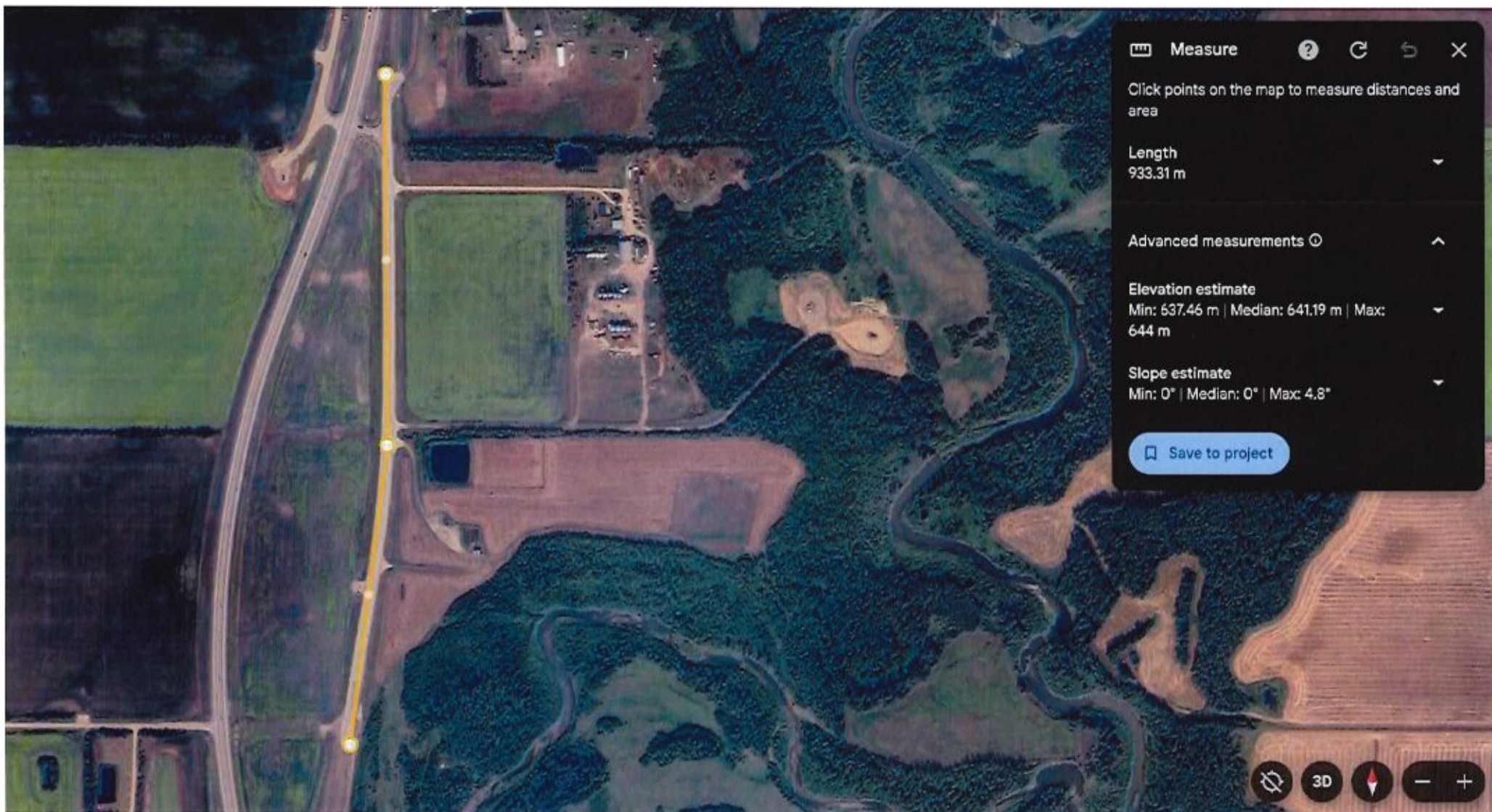
Critical analysis and option considerations

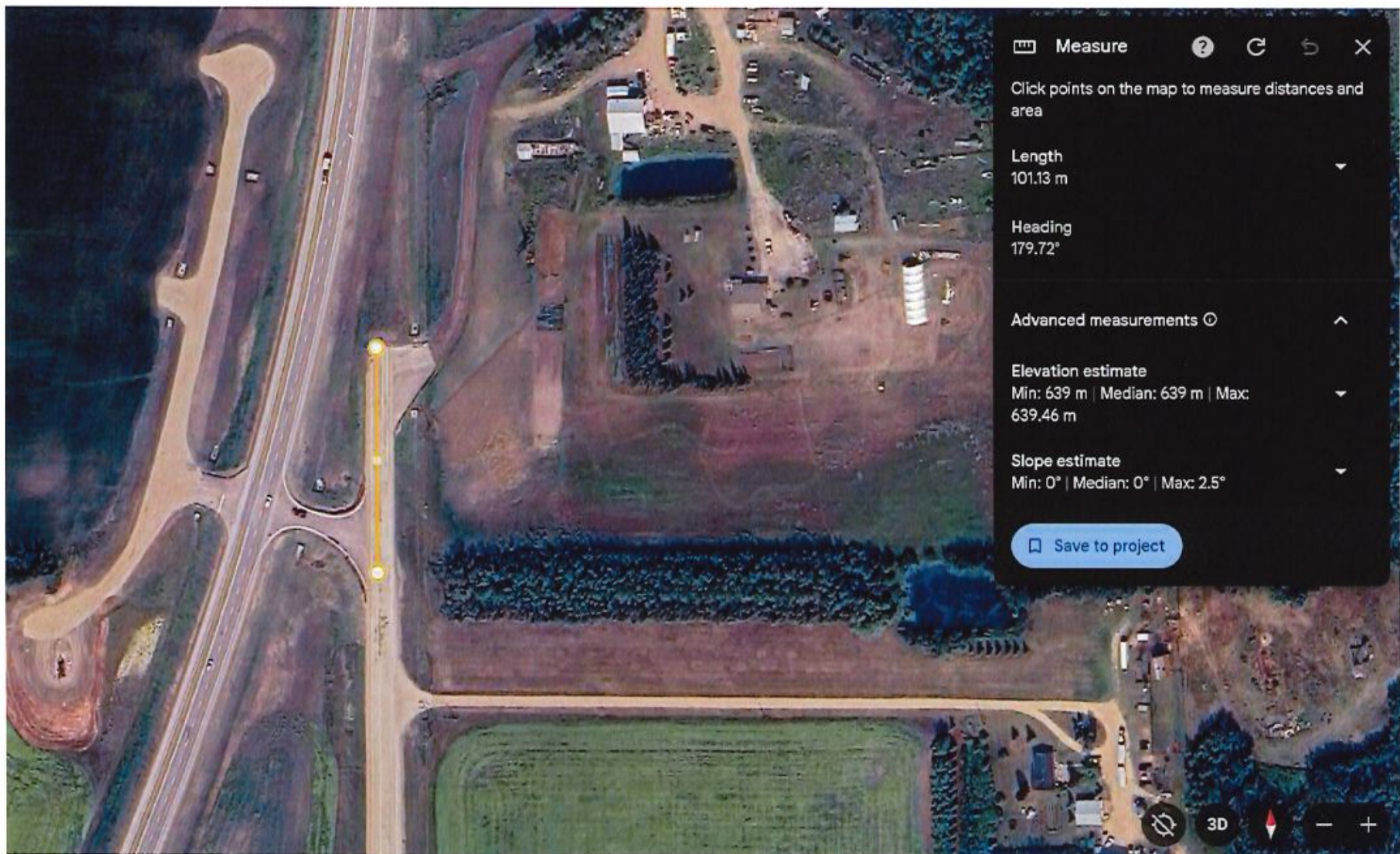
RECOMMENDATION/RESOLUTION

That Council directs administration accordingly.

Monty Bremont

Monty Bremont





Pavement Acquisition Highway 2 – Critical Analysis

Option A

Full removal of pavement by Alberta Transportation and conversion back to gravel road.

Pros:

- Zero removal and conversion costs
- Reduced long-term maintenance costs
- Reduced administrative and operational burden
- Equity among all ratepayers
- Reduced liability
- Financial protection for future municipal planning

Cons:

- Ratepayer dissatisfaction

Option B

Drafting of a Road Closure Bylaw for closing a portion of the road, requiring advertisement, a Public Hearing, and approval from the province. When closing a portion of a road rather than the entire road, a survey is required. Surveying costs would be paid by the ratepayer. If approved, the MD can then either lease or sell the portion of closed road directly to the ratepayer. The ratepayer would be required to perform all maintenance of the road as well as supply a security bond in an amount equivalent to costs associated with the length of road to be ripped up and converted back to gravel, in case the ratepayer does not fulfill the requirements of the agreement or terminates the agreement. Should the ratepayer sell their property, the agreement transfers to the new owners, and the security bond remains with the MD.

Pros:

- Ratepayer keeps pavement

Cons:

- Administrative burden
- Potential for disputes
- Enforcement challenges
- Risk of bond insufficiency

Option C

The MD takes ownership and control of the pavement, does not convert it back to gravel, and performs all maintenance, repair and replacement work.

Pros:

- Ratepayer keeps pavement

Pavement Acquisition Highway 2 – Critical Analysis

Cons:

- Financial burden
- Ongoing maintenance costs
- Major repair and replacement costs
- Requirement of specialized equipment to perform maintenance (i.e. crack-sealing, snowplowing)
- Inequity among ratepayers
- Increased administrative and operational workload
- Liability risks
- Precedent setting
- Diversion of resources

Summary

Option A: Paved roads come with significantly higher long-term costs for maintenance, major repairs, and eventual replacement compared to gravel roads. By converting to gravel, the MD completely eliminates these substantial financial liabilities. This includes avoiding the need for specialized equipment or expensive contracting for pavement-specific work. Maintaining pavement introduces unpredictable costs due to factors like freeze-thaw cycles and material degradation. Converting to gravel provides a more predictable and manageable cost structure for road maintenance. The MD's existing road network is primarily gravel. By converting acquired paved sections to gravel, the MD ensures that all ratepayers receive a consistent level of road service.

Option B: Attempts to balance accommodating a ratepayer's preference with the MD's critical need for financial protection and fairness to all ratepayers. That being said, there are still some disadvantages. It requires administrative and legal effort from the MD, including drafting a comprehensive agreement, negotiating terms, continuously monitoring the ratepayer's maintenance performance, and managing the security bond. Disputes can arise over maintenance standards, the condition of the pavement, the need to draw on the security bond, or the termination of the agreement. Enforcing these clauses can be time-consuming, costly, and potentially lead to legal challenges. Although a security bond could be required, there's always a risk that the bond amount, despite periodic reviews, might not fully cover the actual costs of pavement removal and conversion in the distant future, especially with inflation or unforeseen complications.

Option C: The MD would immediately assume full responsibility for all costs associated to maintenance, repairs, and eventually, replacement of the paved surface. Public Works would face increased complexity due to the need for separate, specialized equipment for paved surfaces, particularly for priority services like bus route snowplowing. The accumulated costs from maintenance, lifecycle management (tearing up and replacing/repaving), and specialized operations would ultimately be passed on to all ratepayers of the MD.

Subject: UPDATED Appointments

Good afternoon, CAOS

Please disregard the last appointment list and use this one.

Please see the attached list for appointments for the PRSDAB for you to take to your Councils.

In accordance with the agreement, please have your Council approve the list prior to November 30, 2025 in order to ensure that all appointees can commence their term of office on November 30, 2025. The wording of the motions has been included. Please submit a copy of the Council minutes confirming the new appointments to MMSA.

MMSA will provide the updated list of Board Members to all CAOs once the new appointments have been confirmed.

If you have any questions, please don't hesitate to contact our office.

Thank you!

Kind regards

Kristy Rees

Mackenzie Municipal Services Agency

Box 450, 5109-51 St. Berwyn, AB T0H 0E0

P: 780.338.3862



Peace Regional SDAB
P.O. Box 450, Berwyn, Alberta, T0H 0E0
5109 - 51 Street, Berwyn, Alberta
Ph. 780-338-3862 Fax 780-338-3811
Email: info@mmsa.ca

REQUEST FOR DECISION

To:	Member Municipalities
From:	Administrative Assistant – Mackenzie Municipal Services Agency
Topic:	Membership and Clerk (Re)appointments

Background

Established in 2019, the Peace Regional Subdivision and Development Appeal Board serves as the subdivision and development appeal body for member municipalities within the Peace Region of northwest Alberta. Pursuant to the *Municipal Government Act*, the Board adjudicates appeals of decisions from the subdivision and development authorities of its member municipalities. At its inception, the Board was comprised of 16 member municipalities. In 2024, the MD of Spirit River No. 133 became a party to the Agreement, followed by the Town of Spirit River in 2025.

Member and Clerk Appointments and Withdrawal

Board Members are appointed to three-year staggered terms to ensure continuity of service. Each year, a group of members is reappointed by the Councils of all member municipalities for a three-year term. Occasionally, appointments include new nominees from municipalities replacing members who are unable to continue serving. This year's appointments include new members and clerks, as well as the withdrawal of clerks who are no longer available to serve the Board.

Motions

The following motions reflect the proposed appointments and rescissions.

Advantages

The adoption of the motions allows the Board to continue its functions.

Disadvantages

None

Recommendation

That Council adopt the motions as presented.



Peace Regional SDAB
P.O. Box 450, Berwyn, Alberta, T0H 0E0
5109 - 51 Street, Berwyn, Alberta
Ph. 780-338-3862 Fax 780-338-3811
Email: info@mmsa.ca

Motion# 1:

That Council approve the appointment of the following individuals as Members of the Peace Regional Subdivision and Development Appeal Board for a three-year term, effective November 30, 2025:

MEMBER	MUNICIPALITY (representing)
Amber Bean	Clear Hills County
Gerry Noel	Village of Donnelly
Denis Boisvert	Village of Girouxville
George Leger	MD of Peace No. 135
John Przybylski	MD of Fairview No. 136
Perry Skrlik	Village of Nampa
Tammy Buchinski	Town of Spirit River
Sumit Gour	Town of Spirit River

Motion# 2:

That Council approve the appointment of the following individuals as Members of the Peace Regional Subdivision and Development Appeal Board, to serve the remainder of term for those individuals no longer serving on the Board, effective November 30, 2025:

MEMBER	REPLACING	MUNICIPALITY (representing)
Denise van Rootselaar	Darlene Knezevich	MD of Spirit River No. 133
Frank Armella	Camille Zavisha	Village of Hines Creek

Motion# 3:

That Council approve the appointment of the following individuals as Clerks of the Peace Regional Subdivision and Development Appeal Board, effective November 30, 2025:

CLERK	MUNICIPALITY (representing)
Tanis Vinck	Town of Spirit River
Leanne Walmsley	Village of Hines Creek

Motion# 4:

That Council approve the recission of the following individuals as Clerks of the Peace Regional Subdivision and Development Appeal Board, effective November 30, 2025:

CLERK	MUNICIPALITY (representing)
Fionna Ness	MD of Fairview No. 136
Delayna Lund	Village of Hines Creek
Viola Marcoux	Town of Falher



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25
December 3rd, 2025
CAO
Council Chambers Acoustic
Treatment (Vaulted Ceiling
Mitigation):
Consideration for 2026 Budget

BACKGROUND/PROPOSAL

The current Council Chambers features a vaulted ceiling, while this architectural feature provides an open and dignified aesthetic for in-person meetings, it presents significant technical challenges for council meeting broadcasting.

Since the implementation of live streaming for Council meetings, Administration has received feedback regarding poor audio clarity for remote viewers. Despite upgrades to microphone hardware, the fundamental issue remains structural. The hard surfaces and angles of the vaulted ceiling create excessive reverberation (echo), which creates a "muddy" or "cavernous" sound profile on the live stream that is not always apparent to those sitting in the room. Vaulted ceilings act as a parabolic reflector for sound. When Council members speak, sound waves travel up, bounce off the hard ceiling, and return to the microphone's milliseconds later. This "echo" confuses the audio input, causing words to blur together for the digital audience.

Note: The recommendation is a one-year budget increase for 2026 to allow for this item.

Please see the attached quote for reference, should council allow for the budget increase administration will conduct further research regarding acoustic options and installation fees.

RECOMMENDATION/RESOLUTION

That Council approve a budget amendment up to \$15,000.00 to be funded by the Council: Repairs/Maintenance budget line for the purchase and installation of acoustic ceiling baffles/tiles in the Municipal District of Spirit River No.133 Council Chambers.

Or

That Council direct Administration accordingly.



Quotation

Date	Quote #
10/24/2025	36624

Quotation valid for 15 days.

Customer Information:

Municipal District of Spirit River
Box 389, 4202 - 50 Street
Spirit River, AB T0H 3G0

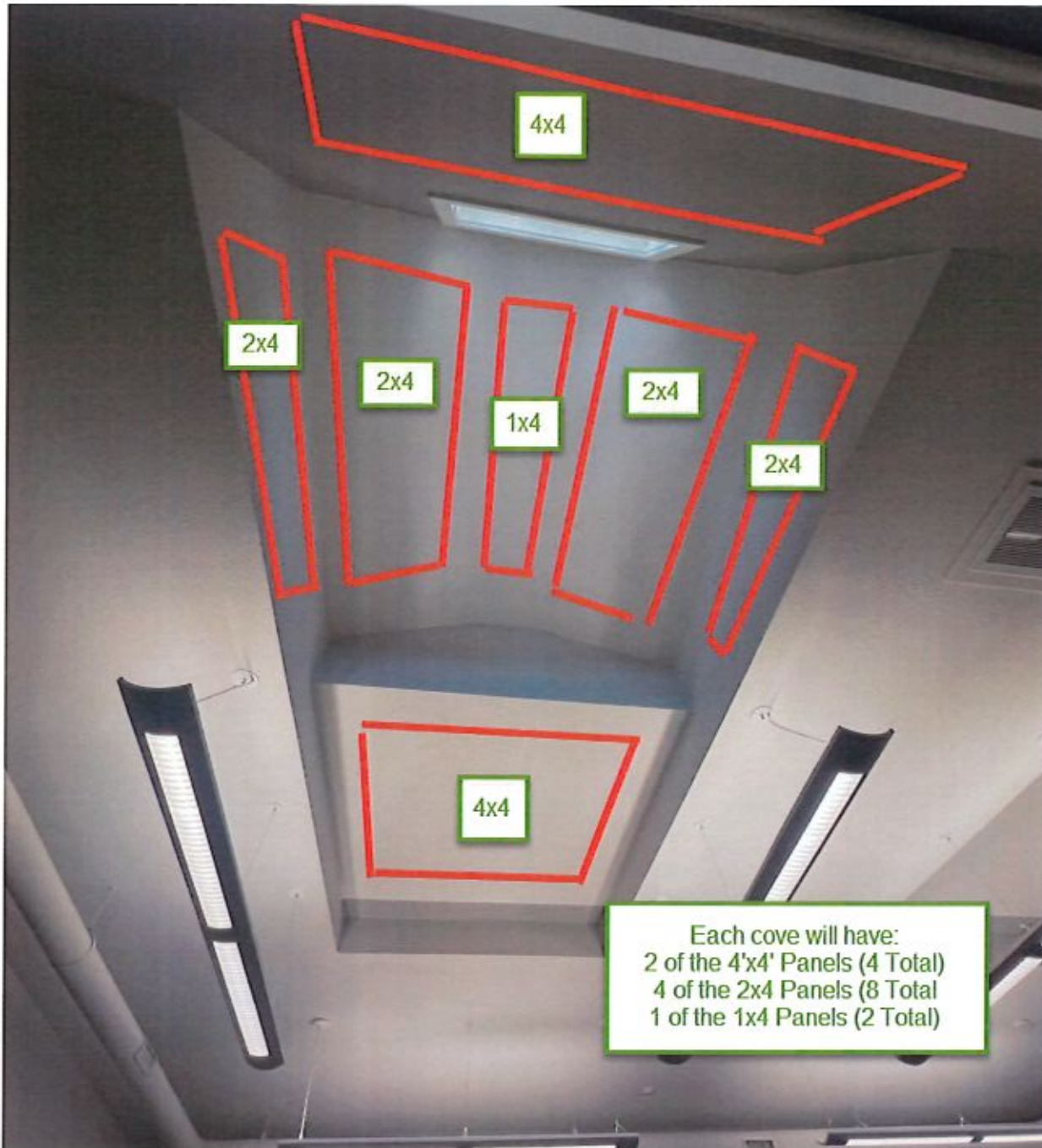
Customer Phone	Customer Alt. Phone	Customer E-mail	Lead Source	Sales Rep
780-864-3500		rfltzsimmons@mdspiritriver.ab.ca	Internet	EM

Description	Total
Supply of Avanti Panels Thickness: 1" Edge: Square, Resin Hardened Mounting: Impale Clip Finish: Guilford of Maine, Anchorage 2335 - TBC Quantity/Sizes: - 4 panels @ 4' x 4' - 8 panels @ 2' x 4' - 2 panels @ 1' x 4'	4,702.50
Delivery Charge TBD	0.00

Financeit
Instant Financing Available

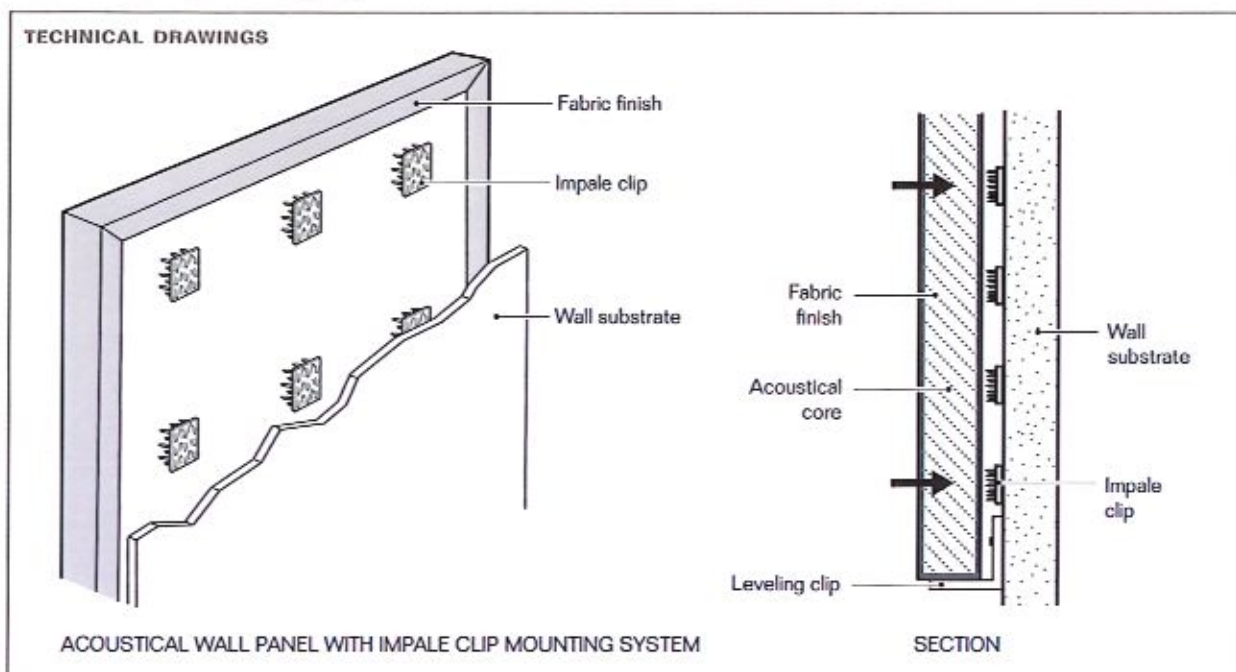
No returns on special order products or
open cartons of tile.

Subtotal	CAD 4,702.50
GST	CAD 235.13
Total	CAD 4,937.63



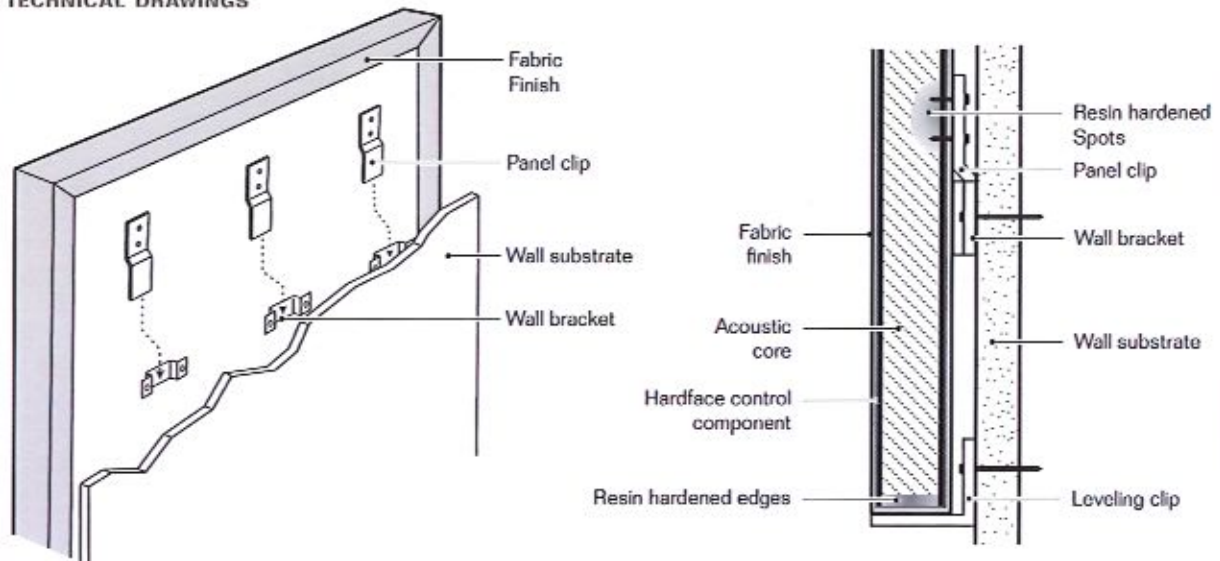


AVANTI ACOUSTICAL WALL PANELS are an ideal treatment for wall surfaces to reduce sound in rooms where excess reverberation is an issue. They are assembled using an acoustical core of 6lb/ft³ fiberglass with resin-hardened edges for durability and stability, and upholstered in a fabric finish. Avanti Acoustical Wall Panels provide NRC values that range from .80 to 1.15. The panels can be produced in rectangular, geometric or curvilinear shapes to suit your application. The maximum panel size available is 1524 mm (60") x 3048 mm (120"). The fabric finishes can be selected from a variety of acoustically transparent panel fabrics, custom graphic printed fabric, or C.O.M. fabrics, upon factory approval.





AVANTI ACOUSTICAL HARDFACE PANELS absorb sound and are able to handle light contact in high-traffic areas such as public offices, lobbies, commercial spaces, schools, and similar applications in new construction and renovations. They are assembled using a 1/8" thick high-density 16lb/ft³ fiberglass panel that is bonded to an acoustical core of 6lb/ft³ fiberglass with resin-hardened edges for durability and stability, and upholstered in a fabric finish. Avanti Acoustical Hardface Panels provide NRC values that range from .85 to 0.90. The panels can be produced in rectangular, geometric or curvilinear shapes to suit your application, and can be applied to flat or curved wall surfaces. The maximum panel size available is 1220 mm (48") x 3048 mm (120"). The fabric finishes can be selected from a variety of acoustically transparent panel fabrics, custom graphic printed fabric, or C.O.M. fabrics, upon factory approval. Although the panels are not designed as a bulletin board, Avanti hardface panels will provide a surface that allows for pinning of light paperwork to the panels.

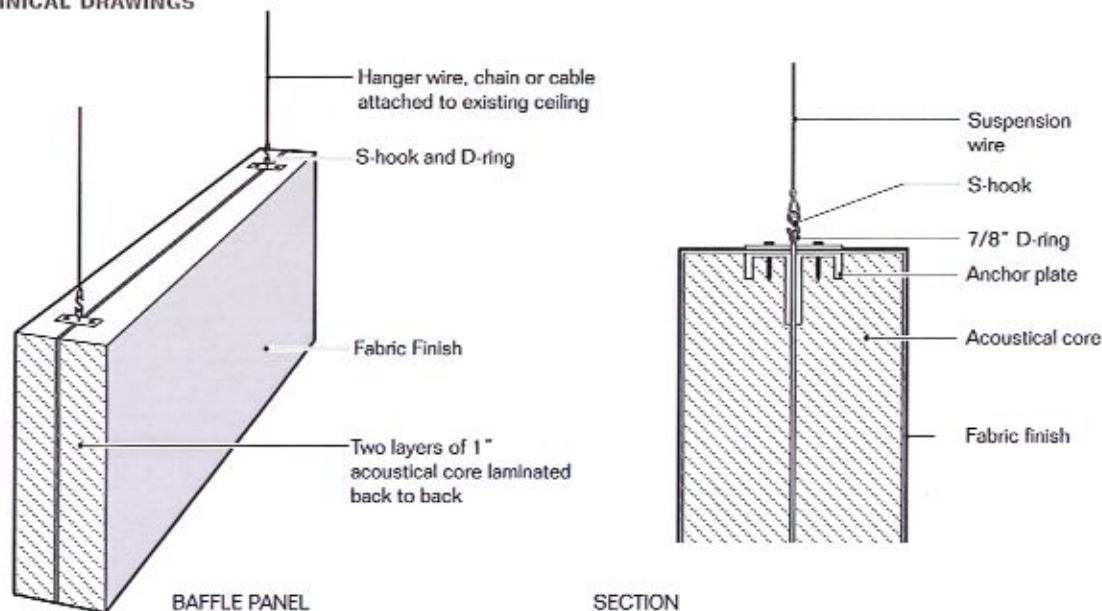
TECHNICAL DRAWINGS


HARDFACE PANEL WITH CONCEALED MECHANICAL SYSTEM

SECTION



AVANTI ACOUSTICAL BAFFLES provide sound absorption and are an ideal treatment in spaces with exposed steel or concrete ceilings. Baffles are vertically suspended from the ceiling structure, and constructed using two pieces of 6lb/ft³ fibreglass acoustical cores assembled together with resin-hardened edges for durability and stability, and upholstered in a fabric finish. The panels can be produced in rectangular, geometric and curvilinear forms. The maximum panel size available is 1220 mm (48") x 2440 mm (96") and the standard thickness is 51 mm (2"). The fabric finishes can be selected from a variety of acoustically transparent panel fabrics, custom graphic printed fabric, or C.O.M. fabrics, upon factory approval.

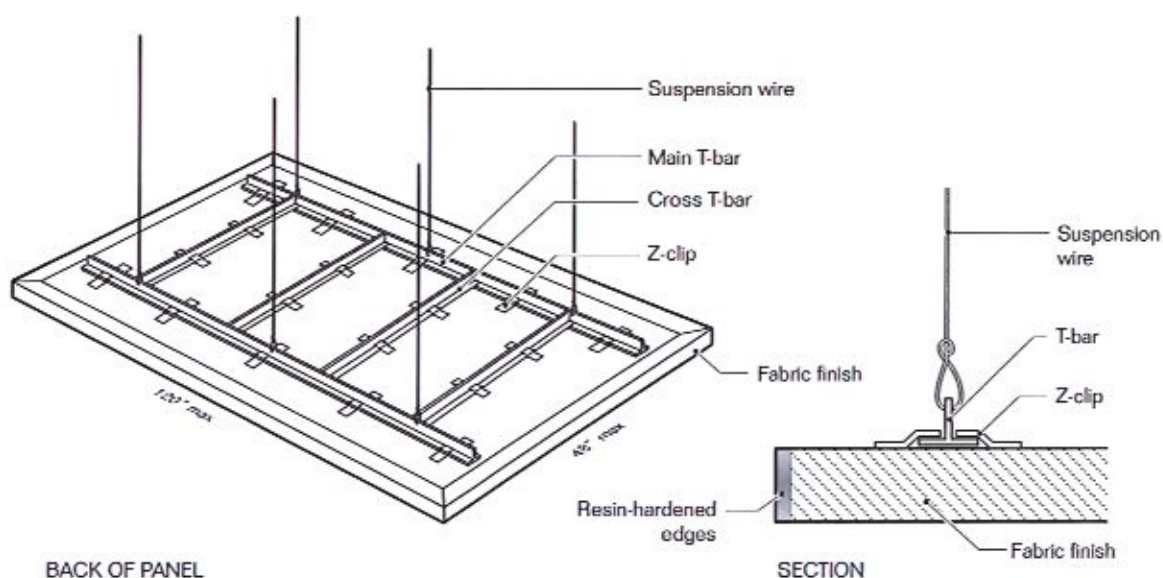
TECHNICAL DRAWINGS


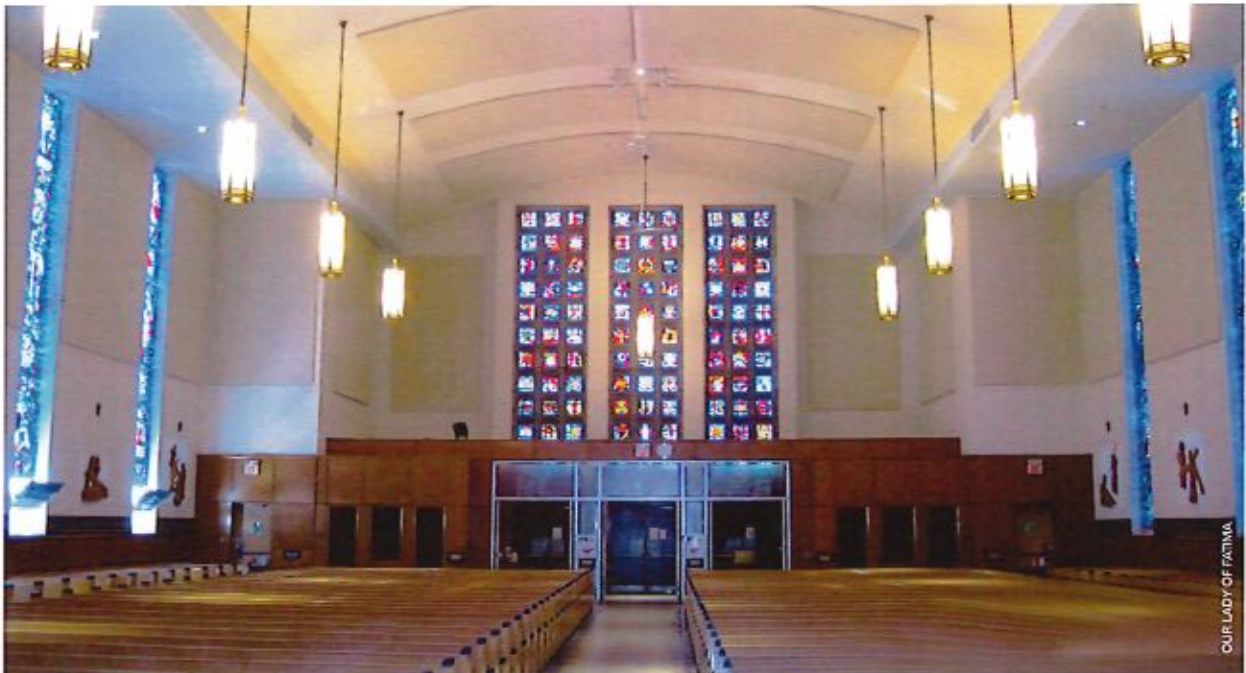


OPENTIDE, MARIHAM, ARCHITECT: HUNT CLUB DESIGN

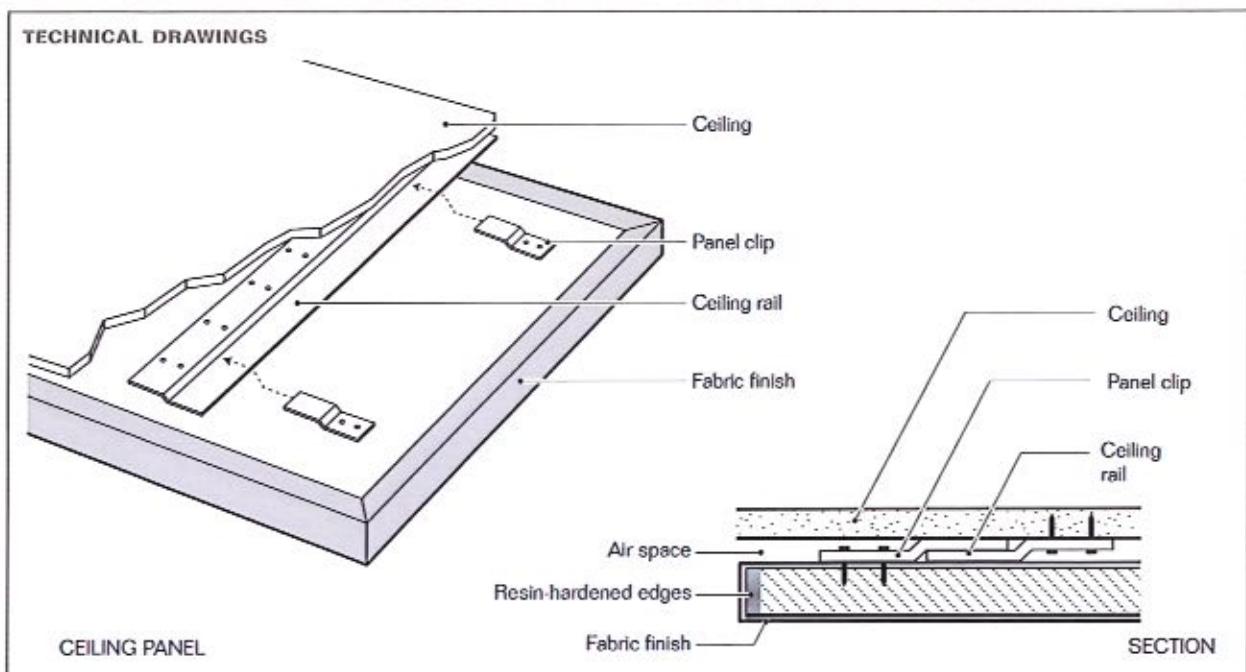
AVANTI ACOUSTICAL CLOUD PANELS help to reduce reverberation in a room by installing the panels close to the source. Avanti Cloud Panels are suspended horizontally from the ceiling structure. They are assembled using an acoustical core of 6lb/ft³ fiberglass with resin-hardened edges for durability and stability, and upholstered in a fabric finish. The panels can be produced in rectangular, geometric and curvilinear forms. The maximum panel size available is 1220 mm (48") x 2440 mm (96"). The fabric finishes can be selected from a variety of acoustically transparent panel fabrics, custom graphic printed fabric, or C.O.M. fabrics, upon factory approval.

TECHNICAL DRAWINGS



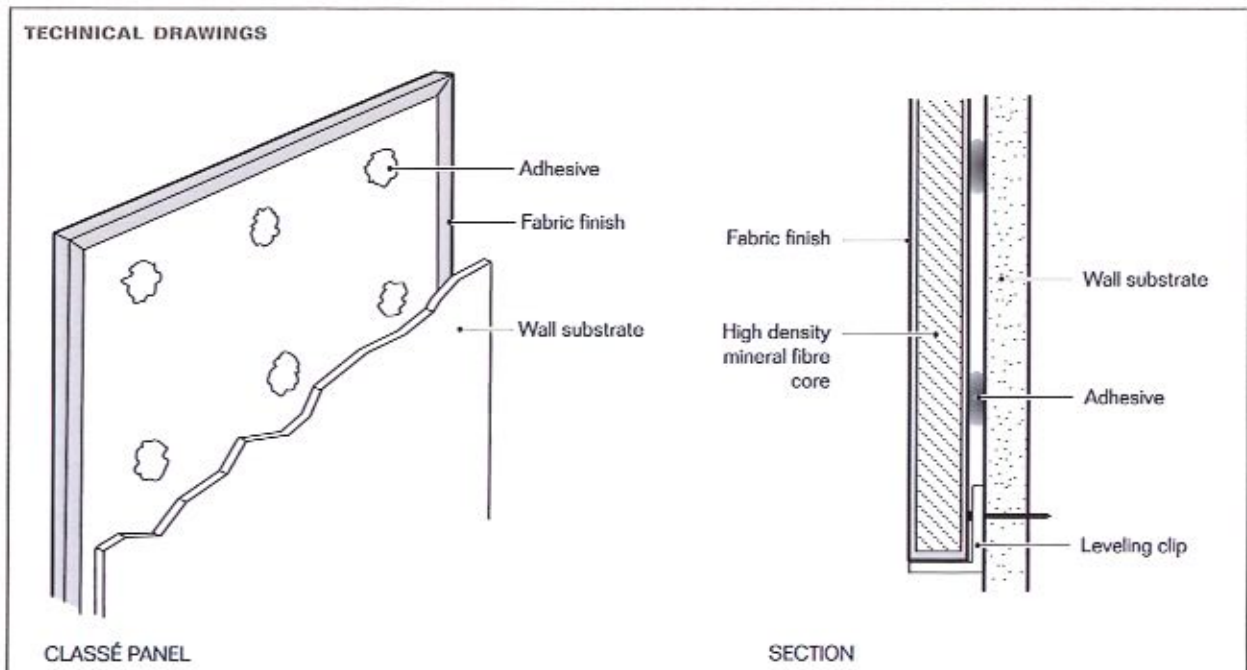


AVANTI ACOUSTICAL CEILING PANELS are an excellent way to reduce sound reflection on ceiling surfaces. Panels can be directly mounted to or horizontally suspended (Clouds) from the ceiling structure. They are assembled using an acoustical core of 6lb/ft³ fiberglass with resin-hardened edges for durability and stability, and upholstered in a fabric finish. Avanti Acoustical Ceiling Panels provide NRC values that range from .80 to 1.15. The panels can be produced in rectangular, geometric and curvilinear forms. The maximum panel size available is 1220 mm (48") x 2440 mm (96"). The fabric finishes can be selected from a variety of acoustically transparent panel fabrics, custom graphic printed fabric, or C.O.M. fabrics, upon factory approval.





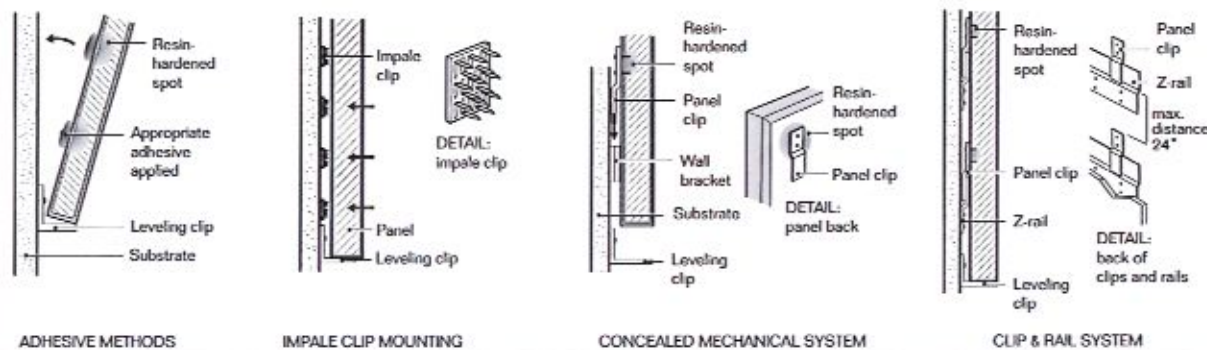
AVANTI ACOUSTICAL CLASSÉ PANELS are 5/8" thick non-acoustic tack panels that are ideal for work stations, meeting rooms and display areas. The panels are assembled using a core that is made with 15lb/ft³ mineral fibreboard, and upholstered in a fabric finish. The fabric finishes can be selected from a variety of acoustically transparent panel fabrics, custom graphic printed fabric, or C.O.M. fabrics, upon factory approval.



AVANTI ACOUSTICAL PANELS reduce noise reverberation and absorb sound to create a more efficient and comfortable environment. Panels are produced in custom sizes for each project and are available in many fabric finishes using acoustically transparent fabric; a C.O.M. option is available upon factory approval. Custom graphic panels are available by utilizing digital printing services. Panels can also be created in customized shapes to suit design options.

Product	Core	Thickness	Sizes/Shapes	Edge Options	Finishes	NRC Value
P1 Wall Panel	6lb/ft ³ fibreglass	½" 1" 1½" 2"	Rectangular, geometric, or curvilinear forms. Max. size 1524 mm (60") x 3048 mm (120")	Square Beveled Bullnose	Acoustically transparent panel fabric; Graphic prints; C.O.M. fabric	1" = 0.80 2" = 1.15
P2 Hardface Panels	⅛" thick high-density 16lb/ft ³ fibreglass panels bonded to a 6lb/ft ³ fibreglass core	1 ⅛" 2 ⅛"	Rectangular, geometric, or curvilinear forms. Max. size 1220 mm (48") x 3048 mm (120")	Square Beveled Bullnose	Acoustically transparent panel fabric; Graphic prints; C.O.M. fabric	1 ⅛" = 0.85 2 ⅛" = 0.90
P3 Baffles	6lb/ft ³ fibreglass	2"	Rectangular, geometric, or curvilinear forms. Max. size 1220 mm (48") x 2440 mm (96")	Square Beveled Bullnose	Acoustically transparent panel fabric; Graphic prints; C.O.M. fabric	
P4 Ceiling Clouds	6lb/ft ³ fibreglass	1" 2"	Rectangular, geometric, or curvilinear forms. Max. size 1220 mm (48") x 2440 mm (96")	Square Beveled Bullnose	Acoustically transparent panel fabric; Graphic prints; C.O.M. fabric	
P5 Ceiling Panels	6lb/ft ³ fibreglass	1" 2"	Rectangular, geometric, or curvilinear forms. Max. size 1220 mm (48") x 2440 mm (96")	Square Beveled Bullnose	Acoustically transparent panel fabric; Graphic prints; C.O.M. fabric	1" = 0.80 2" = 1.15
P6 Classé Panels	15lb/ft ³ mineral fibreboard	5/8"	Max. size 1206 mm (47.5") x 2425 mm (95.5")	Square	Fabric finishes; Graphic prints; C.O.M. fabric	N/A

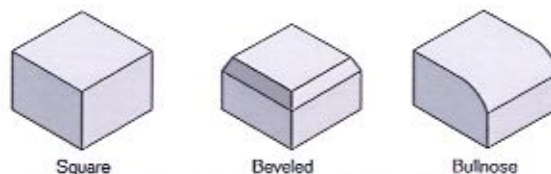
MOUNTING OPTIONS



FINISHING OPTIONS

The fabric finishes can be selected from a variety of acoustically transparent panel fabrics, custom graphic printed fabric, or C.O.M. fabrics, upon factory approval.

EDGE OPTIONS





MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

MEETING DATE:

ORIGINATED BY:

TITLE:

RM-12-25

December 3rd, 2025

CAO

Canadian Fiber Optics:

Authorization to enter into agreement cover Capital costs and monthly internet fee.

BACKGROUND/PROPOSAL

Administration requests to formally enter into an agreement and cover expenditures associated with the Canadian Fiber Optics Corp internet installation. The process to transition the Municipal District to Fiber Optic services began this summer. Since that time, the project moved to the implementation phase, and the physical installation of the infrastructure has been completed. To ensure compliance with the *Municipal Government Act* a motion is required to formally authorize the one-time capital costs. The expenditure requires Council's formal approval to be recorded in the minutes. Before the installation, internet bandwidth was insufficient to support quality livestreaming while multiple members attend virtually. Consequently, the network becomes overloaded, resulting in poor video resolution and frequent technical interruptions during the broadcast. The installation now provides the MD with modernized, high-speed fiber connectivity, which is essential for: Operational Efficiency: Reliable connectivity for administration and operations. Scalability: Future-proofing the MD's digital infrastructure. The agreement includes the following MD- owned Buildings; Public Works, Brownlee Building, MD House, Administration Building and public WiFi supplied to Nardam Park.

RECOMMENDATION/RESOLUTION

That Council of the Municipal District of Spirit River No.133 enter into and agreement with Canadian Fiber Optics Corp for the provision of high-speed internet services and approves the one-time installation costs of approximately \$8,000.00 and the monthly operating costs at approx. \$767.00.

MD OF SPIRIT RIVER INTERNET SERVICES



Get Spirit River's Fastest and Most Reliable Internet!

Client: The Municipal District of Spirit River No.133

Name: Shirley Hayden

Address: Multiple Addresses See Below

Contact: 780-864-3500 ext 207, shayden@mdspiritriver.ab.ca



**NORTHERN
LIGHTS**
FIBER

Powered by CANADIAN FIBER OPTICS

WHY CANADIAN FIBER OPTICS CORP (CFOC)

Your community needs internet that can keep up without going down. It needs reliable, secure, high-speed connectivity. Your community needs fiber.



Stay Connected,
Stay Efficient



Compete in today's rapidly
changing marketplace



Secure the Future of
your Businesses

We are investing greatly into Spirit River, with your support we can fully modernize and future-proof MD facilities.

OUR NETWORK IN YOUR MUNICIPAL DISTRICT

Canadian Fiber Optics has invested greatly into the modernization and future proofing of the entire peace region. Within Spirit River we have built thousands of meters of fiber into key economic channels. This investment ensures a rich future for both residents and business which enables complete systematic restructuring of industries into modern practice and international marketplaces.

We believe that Spirit River stands to be, yet again, at the forefront of rural economic growth, with this fiber as one of its primary assets. We are excited to connect your facilities, taking another step towards these new opportunities.

OUR CONNECTION TO SPIRIT RIVER

Our efforts in Spirit River don't end with fiber connections. We like to be meaningfully engaged with the community as often as possible, in as many ways as we can support. This means connecting more than just homes and businesses, but also the vital community facilities and organizations that serve the region.

Within this proposal we outline what we believe are suitable connections given both the technical needs for security and stability that the MDSR has today. All connections are centred around commercial grade connectivity, especially in critical centres such as the Admin office. Consideration to bandwidth is important, but more important is the predictability and reliability provided through these connections. Our goal is to provide a seamless experience that supports the MDSR and enables efficient day-to-day operations, maximizing public services.

SERVICES BREAKDOWN

Admin Office - 4202 50th street

- 300 Mbps symmetrical connection, deployed over juniper electronics to maximize performance, stability and security of services
- Each connection provisioned for commercial private internet connection if needed - scalable to 10,000Mbps.

\$389/month

\$300/month

Discount (\$) -89

Brownlee Building - 4202 50th street

- 200 Mbps symmetrical connection
- Static IP included

\$219/month

\$148/month

Discount (\$) -71

Public Works - 4310 47th Street

- 200 Mbps symmetrical connection
- Static IP included

\$219/month

133 House - 4218 50th Street

- 100 Mbps symmetrical connection
- Static IP Included

\$148/month

\$100/month

Discount (\$) -48

Nardam Park - 55.76217, -118.72556

- Public Access WiFi for campers to enjoy, managed by the MD. Power Source Required.
- Connection pending Aurora distribution build
- Connection will be completed using long-range hardened outdoor WiFi

\$300/month

\$0/month

Discount (\$) -300

Total Monthly Cost

\$767/month

One Time Installation Cost

\$8,000

Supply, Installation and commissioning of equipment, including placement of patch panel and provisioning of network. Pricing is total for all locations.

\$2,000

Discount (\$) -6000

Construction Cost

\$7,500

Construction and splicing of core network including drops performed to each facility.

\$6,000

\$1500 of provided total covers construction (drops) to all locations listed above.

Discount (\$) -1500

OUR INVESTMENT INTO SPIRIT RIVER'S COMMERCIAL BUSINESS COMMUNITY

Canadian Fiber Optics is investing into Spirit River and its businesses. As we build reliable infrastructure for Spirit River's business community, we are pleased to also be launching services for your organization.

- Please click the '[sign here](#)' button below. If you have any questions at all, please let us know.
- The cost of installation does NOT include an copper/Category5/Category6 wiring throughout your facility (it is assumed this is already in place with your existing service). Additional wire-runs will cost \$90.00 per hour for Category6 wire run, and assumes a reasonable pathway is present.
- Upgrading of services will not incur any one-time costs for any locations selected.
- Construction discounts and monthly pricing at MD facility locations are eligible only on 3-year terms or higher. Discount assumes construction occurs while crews remain local, and without the need for specific mobilization. *Mobilization for construction is included in pricing.*
- Public WiFi connection to park will be completed as part of our distribution efforts in the MDSR and is likely to be completed in 2025 season. Public WiFi connection will be managed by the MDSR and requires a power source.
- Installation and construction costs assume the services can be installed without the use of extraordinary health and safety measures (asbestosis remediation, etc).
- By signing, you agree to the [Terms of Service](#) and Sales Agreement (attached in file)
- Plans can be upgraded at any time. Quote expires in 30 days. Pricing does not include tax

 **SIGNATURE**
Shirley Hayden

Shirley Hayden, The Municipal District of Spirit River No.133

If you'd like to speak to us by phone, don't hesitate to call us at 1-888-236-2947, or directly to Cole Summach at 403-797-0364 or Johann Reimer at 306-371-8969



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

MEETING DATE:

ORIGINATED BY:

TITLE:

RM-12-25

December 3rd, 2025

CAO

Letter of Support:

Northwestern Polytechnic (NWP):

Permanent closure of the Fairview
Campus

On October 29, 2025, the Board of Governors of Northwestern Polytechnic (NWP) announced the permanent closure of the Fairview Campus, effective at the end of the 2025-2026 academic year. NWP administration cited a structural deficit, declining enrollment, and significant deferred maintenance costs (\$100 million) as the primary reasons for the transition to a single-campus model in Grande Prairie. This decision will result in the suspension of unique programs (e.g., Harley-Davidson Technician, Animal Health Technology) and the relocation of residents to Grande Prairie. The Town of Fairview and the Municipal District of Fairview have publicly expressed shock at the decision, noting a lack of prior consultation with regional stakeholders. The closure poses a significant economic and educational threat to the Peace Region. It removes critical post-secondary access for rural students, eliminates local jobs, and threatens the long-term viability of skilled trades training in the area.

Regional Economic Impact: The campus is a major economic driver for the Fairview area and the broader Peace Region. Its closure will have ripple effects on local businesses and population retention.

Loss of Local Training: Rural students often rely on local campuses to access education without the high cost of relocating to larger urban centers.

Lack of Consultation: Regional municipalities were not given the opportunity to provide input or explore alternative funding models before the decision was made.

RECOMMENDATION/RESOLUTION

MOTION XXX.12.03.25: *that Council direct Administration to send a letter to the Minister of Advanced Education and Premier Smith with copies to the MLA for Central Peace-Notley and the Northwest Polytechnic Board of Governors, expressing the Municipal District of Spirit River No. 133's strong opposition to the closure of the Fairview Campus and supporting the call for a moratorium on the decision pending a full third-party review and regional collaboration.*

Or

That Council direct Administration accordingly.



Municipal District of Spirit River No. 133

Box 389 Spirit River, Alberta T0H 3G0
E-mail: mdsr133@mdspiritriver.ab.ca

Telephone (780) 864-3500
Fax: (780) 864-4303

December 3rd, 2025

TO: Honourable Danielle Smith, Premier of Alberta
Honourable Myles McDougall, Minister of Advanced Education
Honourable Todd Loewen, Minister of Forestry and Parks, MLA for
Central Peace-Notley
Dr. Vanessa Sheane, President and CEO of Northwest Polytechnic
Board of Governors, Northwestern Polytechnic

Subject: URGENT OPPOSITION to the Closure of Northwestern Polytechnic Fairview Campus and Proposal for Sustainable Regional Partnership

Dear Premier Smith, Ministers McDougall and Loewen, Dr Sheane and the NWP Board of Governors;

This letter is written on behalf of the Council of the Municipal District of Spirit River No. 133 to express our unified and profound opposition to the proposed closure of the Northwestern Polytechnic Fairview Campus. We recognize that there are financial pressures facing post-secondary institutions, but assert that the permanent loss of this campus would represent an irreversible and devastating blow to the economic and social stability of the entire northwestern Alberta region. Nearly every industry will be negatively impacted by the closure of the Fairview campus, and a closure will have negative economic, and social ramifications. The closure of this facility is a disservice to the people who live in and serve and support the north.

The Fairview Campus is not merely a collection of buildings; it is a critical piece of infrastructure serving the specialized needs of our region's primary economic drivers—agriculture, heavy equipment trades, and the oil and gas sector. Its highly specialized programs, particularly in Animal Health Technology, Agriculture, and Trades, cannot be efficiently or effectively replicated by a centralized delivery model hundreds of kilometres away. These programs rely on local industry connections, land resources, and regional expertise that are unique to the North, and especially the Peace Country.

Our Council strongly urges you to issue an immediate halt to all activities advancing the proposed closure, and actively consider alternatives to any closure through meaningful consultation with regional stakeholders, with the intent to develop a **sustainable regional partnership model** for the long-term future of the Fairview Campus.

We propose convening a working group, including NWP, the Province, and key industry partners, to explore governance and funding alternatives. This model could focus on:

- **Industry-Specific Program Sponsorship:** Securing direct multi-year commitments from the agricultural and heavy equipment sectors to sponsor and guide curriculum for specialized programs.
- **Shared Infrastructure Investment:** Utilizing municipal resources and potentially transferring ownership or management of non-core assets to local authorities to reduce the Polytech's capital and operational burden.
- **Targeted Program Delivery:** Consolidating resources to focus exclusively on those few, high-demand programs that are essential to the region (e.g., Trades, Agriculture, Animal Health) to ensure maximum efficiency.

Recognizing the campus as a regional asset, we believe that a collaborative approach can stabilize the operations and ensure the specialized programming continues to serve the needs of northern Alberta.

We respectfully request that immediate steps be implemented by your offices to directly engage with stakeholders including municipalities and others, to explore potential frameworks that offer a sustainable alternative to closure. The future of our region's workforce depends on the continued operation of the Fairview Campus.

Sincerely,

Tony Van Rootselaar, Reeve

on behalf of the Council, Municipal District of Spirit River No. 133

TV/sh

CC: Town of Spirit River
Village of Rycroft
County of Birch Hills
County of Saddle Hills



Box 130
 Spirit River, Alberta T0H 3G0
 Phone: (780) 864-3998
www.townofspiritriver.ca

Date: November 21, 2025

To: Premier Danielle Smith

Myles McDougall, Minister of Advanced Education
 Todd Loewen, Minister of Forestry and Parks
 Dan Williams, Minister of Municipal Affairs
 Nolan Dyck, MLA
 Ron Wiebe, MLA
 Board of Governors, Northwestern Polytechnic
 Dr. Vanessa Sheane, President, Northwestern Polytechnic

Dear Premier Smith, Minister McDougall, Minister Loewen, Minister Williams, MLA Dyck, MLA Wiebe, Board Members, and Dr. Sheane,

On behalf of the Town of Spirit River, we are writing to express strong opposition to the closure of the Fairview campus and to advocate for a regional partnership approach to its future.

For more than 60 years, this campus has trained the skilled workers who serve communities throughout northwest Alberta. Its closure would have ripple effects across every industry, from agriculture and energy to health and trades.

We believe the answer lies not in closure, but in collaboration, creating a community-owned polytechnic governed by regional stakeholders and aligned with Peace Region priorities. It is clear to us that NWP did not know how to properly manage a community asset of this size with unique programs tailored for rural Alberta. If NWP chooses to withdraw from Fairview, that is their choice — but they cannot take our programs and opportunities with them. These programs were built by and for this community and region, and NWP has a duty to give the community a fair chance to continue delivering them.

We respectfully request that the Ministry and NWP Board:

1. Implement a moratorium on the closure of the NWP Fairview campus and stop the removal of campus assets and programs until a full community-led feasibility study can be completed.
2. Collaborate with regional representatives to explore models of community governance of a community-owned and managed polytechnic.

We ask that the Ministry and NWP pause the closure process, engage directly with municipalities, and participate in a task force to evaluate this model.

Respectfully,

Tammy Yaremko

Tammy Yaremko
 Mayor, Town of Spirit River
 tyaremko@townofspiritriver.ca
 (780) 864-3998

cc: Town of Spirit River Council
 Village of Rycroft
 Saddle Hills County
 Birch Hills County
 MD#133 of Spirit River

RE: CLOSURE OF NWP FAIRVIEW CAMPUS

FROM: CAO Tim Schindel, Municipal District of Fairview No. 136

Subject: MD of Fairview No. 136 Letters

Good morning

In response to the recently announced closure of the NWP Fairview Campus, the attached letters were sent out by the MD of Fairview No. 136 yesterday. Please share with your Councils.

Thank-you.

Tim D. Schindel
 Chief Administrative Officer
 Municipal District of Fairview No. 136
 10957 – 91st Avenue, Fairview, Alberta, T0H1L0
 Phone: (780) 835-4903 Fax: (780) 835-3131
 Cell: (780) 834-7994
 Email: Tim.Schindel@mdfairview.ab.ca
 Website: <http://www.mdfairview.com>

Subject: Advocacy Support- Alberta Council
Importance: High

Good morning

In response to the announced closure of the NWP Fairview campus, Council of the MD of Fairview NO. 136 engaged advocacy support through Alberta Council and you will find both the Proposal and Agreement signed by our Reeve.

Our Council believes collaborative advocacy between surrounding Municipal Partners-through shared knowledge, resources, and financial support- would greatly strengthen their endeavour.

Thank-you for your consideration.

Tim D. Schindel
 Chief Administrative Officer
 Municipal District of Fairview No. 136
 10957 – 91st Avenue, Fairview, Alberta, T0H1L0
 Phone: (780) 835-4903 Fax: (780) 835-3131
 Cell: (780) 834-7994
 Email: Tim.Schindel@mdfairview.ab.ca
 Website: <http://www.mdfairview.com>



Box 189
Fairview, Alberta
T0H1L0
Phone: 780-835-4903
Fax: 780-835-3131
Email: mdinfo@mdfairview.ab.ca

November 6, 2025

Dr. Lindsey Kurach
Alberta Veterinary Medical Association
Suite 202, 7000-170 street
Edmonton, Alberta
T5H 4H5

Via Email To: president@abvma.ca

Dear Dr. Lindsey Kurach,

Re: Urgent Request for a Moratorium on the Closure of the Veterinary Technology Diploma Program at Northwest Polytechnic Fairview Campus

On behalf of the Council for the M.D. of Fairview No. 136, I am writing to request you direct your immediate attention and leadership to the announced closure of the Veterinary Technology Diploma Program at Northwestern Polytechnic's Fairview Campus. Further, that the ABVMA advocate for a moratorium on this decision until a thorough, transparent review can be conducted.

For decades, the Fairview Veterinary Technology Program has been an essential source of well-trained, compassionate, and highly skilled veterinary technologists. Its graduates have played a vital role in supporting animal health, advancing veterinary medicine, and sustaining veterinary practices in communities across Alberta and beyond. The program's strength lies not only in its academic quality but also in its accessibility for students from rural and northern regions — areas that are already struggling to attract and retain veterinary professionals.

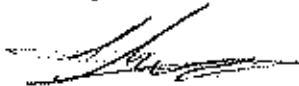
The closure of this program would have profound and lasting consequences. It would further strain the already critical shortage of veterinary technologists, deepen service gaps in rural veterinary care, and weaken the overall capacity of the profession to meet growing demands in animal welfare, agriculture, and public health.

A moratorium is not a rejection of institutional change — it is a responsible pause that allows for informed dialogue, collaborative problem-solving, and the exploration of alternatives that preserve educational opportunities while addressing any operational challenges. With input from students, alumni, faculty, practitioners, and community stakeholders, I am confident that sustainable solutions can be found.

We believe that the ABVMA is uniquely positioned to take a principled stance on this issue — one that reflects a commitment to the future of veterinary education and to the health and wellbeing of animals and communities across Canada.

Thank you for your attention to this urgent matter and for your continued dedication to supporting excellence within the veterinary profession. I trust you will give this issue the careful consideration and advocacy it deserves.

Sincerely,



Phil Kolodychuk
Reeve, M.D. of Fairview No. 136

Cc: Honourable R.J. Sigurdson, Minister of Agriculture and Irrigation via email to:
Agriculture.minister@gov.ab.ca
Honourable Myles McDougall, Minister of Advanced Education via email to:
AdvancedEducation.minister@gov.ab.ca



Box 189
Fairview, Alberta
T0H1L0
Phone: 780-835-4903
Fax: 780-835-3131
Email: mdinfo@mdfairview.ab.ca

November 6, 2025

Dr. Tracey Fisher
Canadian Veterinary Medical Association
339 Booth St
Ottawa, Ontario
K1R 7K1

Via Email To: admin@cvma-acmv.org

Dear Dr. Tracey Fisher,

Re: Urgent Request for a Moratorium on the Closure of the Veterinary Technology Diploma Program at Northwest Polytechnic Fairview Campus

On behalf of the Council for the M.D. of Fairview No. 136, I am writing to request you direct your immediate attention and leadership to the announced closure of the Veterinary Technology Diploma Program at Northwestern Polytechnic's Fairview Campus. Further, that the CVMA advocate for a moratorium on this decision until a thorough, transparent review can be conducted.

For decades, the Fairview Veterinary Technology Program has been an essential source of well-trained, compassionate, and highly skilled veterinary technologists. Its graduates have played a vital role in supporting animal health, advancing veterinary medicine, and sustaining veterinary practices in communities across Alberta and beyond. The program's strength lies not only in its academic quality but also in its accessibility for students from rural and northern regions — areas that are already struggling to attract and retain veterinary professionals.

The closure of this program would have profound and lasting consequences. It would further strain the already critical shortage of veterinary technologists, deepen service gaps in rural veterinary care, and weaken the overall capacity of the profession to meet growing demands in animal welfare, agriculture, and public health.

A moratorium is not a rejection of institutional change — it is a responsible pause that allows for informed dialogue, collaborative problem-solving, and the exploration of alternatives that preserve educational opportunities while addressing any operational challenges. With input from students, alumni, faculty, practitioners, and community stakeholders, I am confident that sustainable solutions can be found.

We believe that the CVMA is uniquely positioned to take a principled stance on this issue — one that reflects a commitment to the future of veterinary education and to the health and wellbeing

of animals and communities across Canada.

Thank you for your attention to this urgent matter and for your continued dedication to supporting excellence within the veterinary profession. I trust you will give this issue the careful consideration and advocacy it deserves.

Sincerely,



Phil Kofodychuk
Reeve, M.D. of Fairview No. 136

Cc: Honourable RJ Sigurdson, Minister of Agriculture and Irrigation via email to:
Agriculture.minister@gov.ab.ca
Honourable Myles McDougall, Minister of Advanced Education via email to:
AdvancedEducation.minister@gov.ab.ca



Box 189
FAIRVIEW, ALBERTA
T0H1L0

Email: mdinfo@mdfairview.ab.ca

PHONE: 780-835-4903
FAX: 780-835-3131

November 6, 2025

Honourable Myles McDougall
Minister of Advanced Education
107 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Via email: ae.minister@gov.ab.ca

Dear Honourable Minister McDougall,

Re: Announcement of Northwestern Polytechnic Fairview Campus Closure

On behalf of the Council for the Municipal District of Fairview No. 136, as well as the citizens, businesses, staff, and students of our region, we are writing to express our deep concern regarding the announced closure of the Northwestern Polytechnic (NWP) Fairview Campus. We respectfully request that a moratorium be placed on this decision to allow time for full review and open consultation. We ask that all programs and courses continue as planned, and that no assets be removed from campus, until the following actions have been completed:

- A full review of the decision to close the campus,
- Consultation with all stakeholders on future options for the Fairview Campus,
- A third-party financial audit, and
- A third-party review of best practices for rural program delivery.

For more than seventy years, the Fairview Campus has been at the heart of our community-educating generations of students, supporting local industries, and providing opportunities to people across northern Alberta and beyond. It has helped shape the identity of Fairview and has been a source of pride and purpose for our region. The campus is not just an educational institution; it is an anchor for our local economy, a gathering place for innovation, and a symbol of what rural Alberta can achieve when education is accessible close to home.

The loss of this campus would reach far beyond Fairview. It would mean fewer opportunities for youth to learn and stay in the region, fewer skilled workers for northern industries, and the erosion of a legacy that communities like ours have built over generations.

We are requesting more time and resources to be allocated toward developing options before NWP closes the Fairview Campus, including the opportunity for meaningful regional consultation, which was not provided during the initial decision. Our community is ready to work collaboratively to ensure that access to education remains in northern Alberta and that rural communities like Fairview continue to thrive.

Sincerely.



Reeve Philip Kolodychuk, M.D. of Fairview No. 136

Cc:

Honourable Danielle Smith, Premier
premier@gov.ab.ca

Honourable Martin Long, Minister of Infrastructure
infrastructure.minister@gov.ab.ca

Honourable Dan Williams, Minister of Municipal Affairs
minister.municipalaffairs@gov.ab.ca

Honourable Todd Loewen, MLA Central Peace-Notley
centralPeace.Notley@assembly.ab.ca

Northern Alberta Elected Leaders
northernalbertaelectedleaders@gmail.com

GOVERNMENT RELATIONS AGREEMENT

THIS AGREEMENT made effective this 15th day of November, 2025 (the "Effective Date").

BETWEEN:

Alberta Counsel Ltd
800, 9707 - 110 Street
Edmonton, Alberta T5K2L9
(the "Contractor")

Of the First Part

- and -

Municipal District of Fairview No. 136
10957-91 Avenue, Box 189
Fairview, AB T0H 1L0
(the "Client")

Of the Second Part

WHEREAS the Client is seeking the further services of the Contractor for government relations support and/or to support a social, political or other campaign or lobby effort;

AND WHEREAS the Client has agreed with the Contractor to have the Contractor execute a government relations plan and perform the Work as defined in this agreement (the "Agreement") and subject to the terms in this Agreement;

NOW THEREFORE in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

Section 1 General Terms

- 1.1 In this agreement, including the schedules attached hereto, the following defined terms shall have the meanings indicated:
- (a) "Commencement Date" means the Effective Date as first set out above;
 - (b) "Contract Price" means that Contract Price as described in this Agreement and as detailed in the Schedules and amendments thereto;
 - (c) "Rights" means all rights, title and interest in intellectual property of any sort, including but not limited to, copyright in all materials, algorithms, programming code (both source and object), manuals and training materials, all procedures, processes and know-how, all patents, all trade secrets, trade-marks, calling data, data analysis and confidential information;
 - (d) "Term" means that duration as described in the Agreement and as detailed in the Schedules and amendments thereto; and
 - (e) "Work" means that Work as described in this Agreement and as detailed in the Schedules and amendments thereto.

Section 2 General Terms

- 2.1 Each party hereto acknowledges that it or its solicitors have reviewed and participated in the setting of the terms of this Agreement, and therefore any rule of construction to the effect that any ambiguity is to be resolved against the drafting party shall not be applicable in the interpretation of this Agreement.
- 2.2 All references to dollar amounts in this Agreement shall be in the lawful currency of Canada.
- 2.3 Time in all respects shall be of the essence of this Agreement and the time for doing or completing any matters provided for in this Agreement may be extended or abridged only by agreement in writing signed by the Client and the Contractor, or by their respective solicitors or as otherwise provided for in this Agreement.

- 2.4 As the context of this Agreement so requires, words that import the singular shall include the plural, and vice versa, and words that import a particular gender shall include all other genders.
- 2.5 The division of this Agreement into sections and the insertion of headings are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.
- 2.6 Unless otherwise expressly stated, all references to section numbers and schedules herein shall be deemed to mean the section numbers and schedules contained within this Agreement.
- 2.7 All references to a "person" or "persons" in this Agreement shall include individuals, partnerships, firms, corporations, trusts, public authorities and unincorporated associations as the context so requires.
- 2.8 If the date for the performance of any obligation under this Agreement falls on a Saturday, Sunday or statutory holiday in the Province of Alberta, then such date shall be deemed extended to the next following Business Day.
- 2.9 For the purposes of this Agreement, the term "knowledge" or "know" shall mean actual knowledge, without inquiry.
- 2.10 The following schedules are incorporated into and form a part of this Agreement:
Schedule A - Retainer Details.

Section 3 Description of Work

- 3.1 Unless otherwise stated in this Agreement, the Contractor shall supply all materials, labour and supervision to perform the Work as described in Schedule "A" on the terms and conditions herein provided during the Term of this Agreement.

Section 4 Other Contractors

- 4.1 The Contractor and the Client agree that the Contractor is the exclusive provider of the Work, and any similar activities or services, to the Client unless otherwise stipulated in the Schedules to this Agreement.
- 4.2 The Contractor can utilize contractors in the performance of any Work.

Section 5 Interest

- 5.1 The Client agrees to pay to the Contractor interest on all amounts due under this Agreement which are not paid when due at a rate of twelve (12%) percent per annum calculated and compounded monthly. Such interest shall be calculated from the date such monies are due until the date such monies are paid in full to the Contractor.

Section 6 Assumption of Risk of Client during Work

- 6.1 The Client understands and agrees that any lobby efforts, political activities, or social advocacy naturally gives rise to objections from other community members. The Contractor shall not be liable or responsible in any way with respect to any loss, injury, or damage suffered by the Client, any member or associate of the Client's family or business, or any invitee, affiliate, or licensee of the Client whatsoever suffered by them related to the Work.
- 6.2 The Client agrees to indemnify the Contractor and to hold the Contractor harmless from any and all liability, loss, damages, claims or causes of action, including reasonable legal fees and expenses that may be incurred by the Contractor, arising out of claims by a third party related to the performance, or undertaking pursuant to this Agreement, including any instructions, materials, graphics, information, or content provided by the Client.

Section 7 Representations, Warranties and Covenants

- 7.1 The Contractor agrees to undertake all Work diligently in a good and workmanlike manner, in accordance with good quality standards and practices, but the Contractor makes no representations, warranties or covenants regarding government or departmental outcomes, nor a guarantee of a facilitation of stakeholder meetings with elected or government officials.
- 7.2 The Client shall ensure and maintain compliance with all municipal, provincial or federal act, regulations or code in effect on the date of this Agreement including undertaking the necessary registrations and maintenance (and provision of same to the Contractor). The Contractor may provide advice on any laws, regulations and policy with respect to the Lobbying Act of Alberta.
- 7.3 The Client represents and covenants that it has ownership, copyright, trademark right or assignable licence in all materials and data provided to the Contractor.
- 7.4 The Client accepts and understands that there may be inconveniences from time to time, and the Contractor agrees to keep such inconveniences to a reasonable standard.
- 7.5 The Contractor provides no warranty, express or implied, for any labour, work, or materials performed, supplied, or hired by the Client.

Section 8 Confidential Information

- 8.1 Confidential Information
- (a) Unless otherwise provided under this Agreement, each of the Client and the Contractor shall:
- (i) treat all information of the other as confidential;
- 8.2 Disclosure Compliance
- (a) Each party represents and warrants to the other party that its collection, use and retention of the personal information of an individual (including minors) and the disclosure of any such personal information to the other party (subject to compliance of the other party with the other provisions of this Section), is in compliance with all applicable laws.
- 8.3 Exclusions
- (a) The obligations set out in this Section does not apply to any information which:
- (i) is in the public domain or enters the public domain through no breach of confidence by the Client or by the Contractor;
- (ii) is available to a party from some source other than the other party without a breach of confidence with the other party;
- (iii) was in a party's lawful possession prior to the disclosure and was not obtained by the party either directly or indirectly from the other party;
- (iv) is lawfully disclosed to a party by a third party without restriction on disclosure;
- (v) is disclosed ten (10) years after the date of this Agreement, excluding any personal information of an individual (including minors);
- (vi) is required by a court of competent jurisdiction to be disclosed; or
- (vii) is disclosed on a confidential basis to a party's legal and financial advisors and bankers.
- 8.4 Solicitor Client Privilege
- (a) The Client acknowledges and agrees that the information provided during the Term of this Agreement is governed by the confidentiality provisions as contained in this Agreement and is not subject to Solicitor Client privilege. In the event the Client wishes to engage this privilege for matters related to this Agreement, and specifically, for legal advice, the Client shall inform the Contractor of same and requires the execution of a specific and separate legal retainer agreement.

Section 9 No Assignments

- 9.1 No assignment or amendment of this Agreement shall be valid by either the Contractor or the Client without the written consent of the other, which consent may be unreasonably or arbitrarily withheld.

Section 10 Notices

- 10.1 No assignment or amendment of this Agreement shall be valid by either the Contractor or 10.1 Any notices required to be given under this Agreement shall be given to either the Contractor or the Client in writing and mailed to or delivered to the other at the following address: shown on the first page of this Agreement, or arbitrarily withheld.
- 10.2 Any notice delivered by mail shall be deemed to have been received seventy-two (72) hours after it has been posted in a prepaid addressed envelope.

Section 11 Non-Merger

- 11.1 All covenants and obligations of the parties to this Agreement shall survive the closing of this transaction and remain in full force and effect and shall not be merged in the closing of this transaction or the delivery of the Agreement Price.

Section 12 Entire Agreement

- 12.1 This Agreement and all Schedules shall constitute the entire agreement between the Contractor and the Client. No representations, warranties and previous statements made by any person or agent other than those in writing contained in either this Agreement and signed by the Contractor and Client shall be binding upon the Contractor so as to vary the terms of either this Agreement.

Section 13 Binding Effect

- 13.1 This Agreement shall ensure to the benefit of and be binding upon the Contractor and the Client, their respective heirs, administrators, executors and permitted successors and assigns.

Section 14 Counterparts and Facsimile Delivery

- 14.1 This Agreement may be executed in counterpart, and each counterpart when taken as a whole with the other executed counterparts shall constitute an original agreement. Delivery of an executed copy or counterpart of this Agreement by facsimile transmission or electronically in portable document format (PDF) shall constitute valid and effective delivery.

<<Signature Page Follows>>

<<Signature Page To Government Relations Agreement>>

CONTRACTOR'S ACCEPTANCE

The Contractor hereby enters this Agreement and agrees to be bound by the terms and conditions contained herein.

DATED at the City of Edmonton in the Province of Alberta, this 6th day of November, 2025.

Alberta Counsel Ltd.

Per. 

Jonathon Wescott - President

CLIENT'S ACCEPTANCE

The Client hereby enters this Agreement and agrees to be bound by the terms and conditions contained herein.

DATED at the 6 of November in the Province of Alberta, this 6 day of November, 2025.

Client: Municipal District of Fairview No. 136

Per. 

I am an officer or director of the Client with the legal authority to bind the Client.

SCHEDULE "A" - RETAINER DETAILS**Section 1 Work Term, Timeline, and Timing****1.1 The Contract Price is:**

- (a) \$30,000 plus G.S.T. paid in monthly installments of \$5,000
- (b) Any additional fees for travel, which must be approved by the Client in advance, at CRA approved mileage rates.

1.2 The Term of this Agreement is six (6) months.**Section 2 Description of the Work:****2.1 Work under this Agreement may include:**

- (i) Prepare concise, high-quality briefing materials for the Minister of Advanced Education that clearly communicate the local and regional impacts of the Northwestern Polytechnic (NWP) Fairview campus closure and outline realistic solutions.
- (ii) Develop unified key messages and talking points to ensure municipal leaders are best prepared for discussions with the Minister, officials, and the media.
- (iii) Assist in scheduling and preparing for meetings with government decision-makers, including follow-up support.
- (iv) If the Fairview campus closure proceeds, develop a strategy for identifying and engaging potential alternative operators to sustain post-secondary programming in the community.



ALBERTA COUNSEL

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Proposal

November 4, 2025

Dear Tim,

Thank you for taking the time to reach out today and for the opportunity to prepare an engagement proposal for the Municipal District of Fairview and your partner municipalities.

Alberta Counsel is uniquely positioned to assist your municipalities in developing and executing an effective advocacy strategy to respond to the recent decision by the Board of Governors of Northwestern Polytechnic (NWP) to close its Fairview campus. Our deep relationships with decision-makers in the Government of Alberta, and our experience supporting municipalities through time-sensitive advocacy files, will help ensure your collective voice is heard clearly and constructively by the Minister of Advanced Education.

Our focus will be on helping your municipalities present a united, solution-oriented approach that underscores the educational, economic, and community importance of the Fairview campus to northwestern Alberta.

As outlined in this proposal, Alberta Counsel will:

- Prepare concise, high-quality briefing materials for the Minister of Advanced Education that clearly communicate the local and regional impacts of the closure and outline realistic solutions.
- Develop unified key messages and talking points to ensure municipal leaders are best prepared for discussions with the Minister, officials, and the media.
- Assist in scheduling and preparing for meetings with government decision-makers, including follow-up support.
- If the campus closure proceeds, develop a strategy for identifying and engaging potential alternative operators to sustain post-secondary programming in the community.

We look forward to the opportunity to work with you and your partner municipalities to protect and preserve educational opportunities in the region.

Sincerely,



Zack Ziolkowski, B.A.
Director of Municipal Affairs

About Alberta Counsel

Alberta Counsel was founded after the historic 2015 Alberta election. We are a multi-partisan firm with deep roots in Alberta, specializing in government relations. Our staff have a wealth of concrete political experience as well as extensive educational backgrounds focused on political science, communications, public relations, government relations, law, community development and public administration. Our team has been assembled to ensure we have good rapport with the provincial government as well as with the opposition parties and other levels of government.

What makes Alberta Counsel unique:

- Alberta Counsel is one of the largest government relations firms in Alberta, and the only firm who can offer a truly multi-partisan roster of staff and advisors.
- Our roster of staff and advisors is unrivalled in depth of experience, networks, and professionalism.
- Alberta Counsel is committed to Indigenous reconciliation and is privileged to serve many First Nations and Metis communities. As guardians of these lands since time immemorial, we see Indigenous peoples as key partners in Alberta's success.
- We offer cost certainty to our clients by charging a set monthly fee rather than on an hourly basis.

Why hiring Alberta Counsel can help expedite your success: Lobbying is about ensuring your message gets through to the right people, at the right time, in the right way.

Political decision-makers are bombarded daily with countless messages, meeting requests, funding demands, and policy ideas by a vast number of stakeholders. Partnering with Alberta Counsel gives you credibility at the Legislature. In other words, we help you cut through the noise. We have long standing relationships with key political decision-makers and know how to present your issue in a clear, concise, and politically malleable way. Ministers and their staff know that Alberta Counsel clients will be properly prepared for meetings and will be constructive partners with the Government of Alberta.

Our services:

- Full suite of government relations services, including:
 - **Situational Analysis:** Alberta Counsel can leverage its connections to determine the current state of a stakeholder, as well as the potential appetite to move on relevant issues.
 - **Increasing visibility with the governing party or opposition:** Alberta Counsel can increase the stakeholder's presence with the UCP or NDP, including organizing meetings with key ministers, to ensure they are a credible and valued stakeholder that must be consulted as part of any relevant policy and regulatory developments.
 - **Strategic Advice:** Alberta Counsel can provide ongoing guidance and support to the stakeholder as it engages with the Government of Alberta and/or Opposition. Direction can be provided on any correspondence, meetings, or any other contact with the Premier, MLAs, staff, or any other key decision-makers related to the Government of Alberta.
- Fund development
- Public relations – digital strategies
- Indigenous relations
- Legal support, if required

How we interact with clients

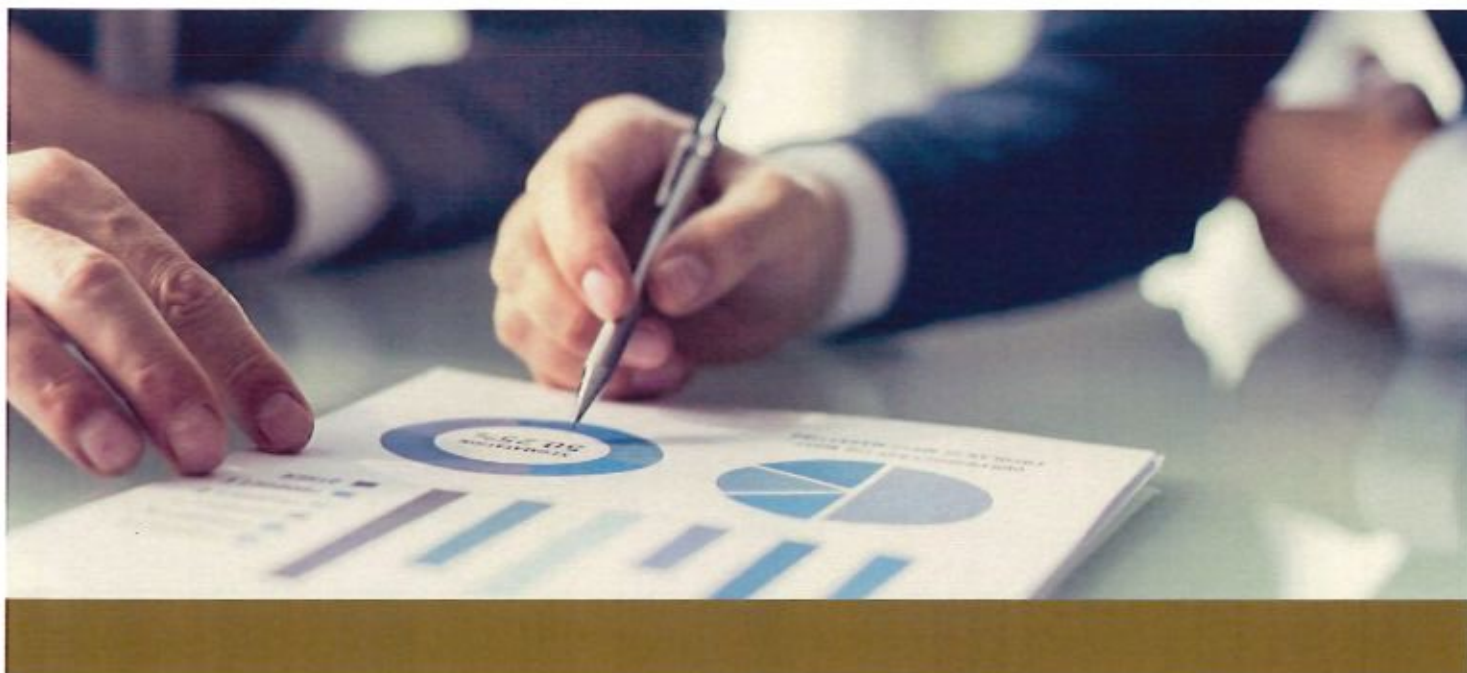
Alberta Counsel is a client-centric firm that prioritizes the unique needs and preferences of the stakeholders we work with. We do not have a one size fits all approach in terms of how we interact with clients, instead preferring to let the client take the lead in how we structure our engagement.

As much as possible we would like to integrate with municipalities as we do whenever possible with clients. By working as an integrated team, we are better able to understand your community's interests and can anticipate where areas of concern may lie as we keep our ears to the ground for you.

Quality assurance

It is standard practice for Alberta Counsel to provide the following for all clients:

- Fulsome Government Relations (GR) Plan with specific action items and expected deliverables. The GR Plan is typically updated every 6-12 months but can be adjusted more frequently if political realities change (or a change is requested by the client).
- Regular reporting on GR Plan progress. We like to keep our clients updated with regular reports that outline specific steps taken on each of the action items outlined in the GR Plan. These regular reports provide an excellent ongoing opportunity to ensure that the quality of work, and progress on municipal advocacy priorities, is to the satisfaction of your leadership.
- Recurring team meetings with the client. Depending on the availability of the client, we like to schedule bi-weekly or monthly calls to ensure constant progress on the client's priorities.
- Ideally, we also have an opportunity to meet with your Council (or other leadership) at least once a year to report directly on progress.
- Alberta Counsel staff are always available, even off hours or weekends, in case of an emergency by a client.
- The Alberta Counsel team also meets every morning to discuss progress on files, troubleshoot potential obstacles and to ensure the quality of our work remains consistently high and satisfactory to all of our clients.



Our Clients

Alberta Association of Agricultural Societies	Alberta Association of Midwives
Alberta Association of Nurses	Alberta Association of Professional Paralegals
Alberta Aviation Council	Alberta Bilingual Municipalities Association
Alberta Bottle Depot Association	Alberta Canola
Alberta Cancer Foundation	Alberta Crown Attorneys' Association
Alberta Environmental Rubber Products	Alberta Fire Chiefs Association
Alberta Funeral Service Association	Alberta International Airshow
Alberta Irrigation Districts Association	Zebra Centre
Alberta Lung Association	Alberta Union of Nurse Practitioners
Alberta Mortgage Brokers Association	Alberta Recreation and Parks Association
Alexander First Nation	Beaver County
ALIGN Association of Community Services	Mount Royal University
Alberta Teachers Association	Strathmore
AltaML	Town of Bonnyville
ARTS Commons	Buffalo Lake Metis Settlement
Alberta International Airshow	Canadian Gas Association
Book Publishers Association of Alberta	Alberta Wildlife Federation
Bow Valley Ranch / Fish Creek Society	StaySure Homecare
CarePros	Chiropractic Association of Alberta
Chiniki First Nation	County of Grande Prairie
Carbon Removal Canada	D25 Farms
Western Irrigation District	Drayton Valley
Canadian Bankers Association	Edmonton Chamber of Voluntary Organizations
Edmonton Destination Marketing Hotels	Edmonton John Howard Society
Edmonton Minor Soccer Association	Enbridge
Equity Health Services Inc.	Fertilizer Canada
Firefox Wildfire Inc.	Fortis
Fort McMurray Airport Authority	Genesis Land Development Corp.
Glenrose Rehabilitation Hospital Foundation	Green Acres Foundation
Green Shield Canada	H2N (Hydrogen Naturally)
City of Chestermere	Alaya Care
Innovative Fuel Systems	Insurance Brokers Association of Alberta
Jewish Federation of Edmonton	Keyano College
Lakeland College	Lac La Biche
LinkedIn	Liricon Capital
Metis Nation of Alberta Local 1935	MD of Bighorn
MD of Greenview	MD of Opportunity
Mitacs	Motor Dealers Association of Alberta
Metis Settlements Development Corporation	Nurse Practitioners Association of Alberta
Paddle Prairie Metis Settlement	County of Palenstearth
PolicyWise	Quebecor
Oilers Entertainment Group	Respiratory Homecare Association of Alberta
Regional Municipality of Wood Buffalo	Sheriff Branch Officers Association
Chart Industries	SMG Builders
St. Michael's Health Group	Stollery Children's Hospital Foundation
Strongest Families Institute	Tradewinds to Success
Tiger Calcium	Tourmaline Oil
Westbrick Energy	Westerkirk Capital
City of Wetaskiwin	WIN House
Wood's Homes	WRED Inc.

"A significant part of the Stollery's success in learning about advocacy, working at it, and seeing results is directly because of our work with Alberta Counsel. They bring a balanced and informed perspective to strategy and understand the people behind the positioning, which we can then apply to make our efforts count. They understand our unique perspective on neutrality, and then take our values and risk tolerance to guide us through the tricky waters of politics. We fully endorse their work and look forward to continuing our relationship with them as we move forward to support the build of a new children's hospital for Albertans."

Mike House Former CEO, Stollery Children's Hospital Foundation

What we heard from you

The municipalities of Fairview and surrounding area have identified the closure of the Northwestern Polytechnic Fairview campus as an urgent regional concern. Alberta Counsel will support your advocacy efforts through the following actions:

Customized support:

In politics, things move quickly. Here is what we heard from you in terms of where you need our support. Signing on with Alberta Counsel does not mean you are locked into these services; the services we provide can adapt as the situation evolves.

Prepare advocacy materials for the Minister of Advanced Education.

Alberta Counsel will assist the municipalities in creating briefing documents, one-pagers, and background materials for the Minister and senior staff. These materials will emphasize the regional importance of the Fairview campus, the adverse effects of its closure, and constructive options for maintaining access to education and skills training in the region.

Develop key messaging and talking points for elected officials.

We will work with the Mayors and Reeves to create aligned key messages and talking points for meetings and media engagement. This ensures each municipality delivers a consistent and credible message when speaking to provincial representatives and the public.

Assist in scheduling and preparing for meetings with decision-makers.

Our team will help schedule meetings with the Minister of Advanced Education and other relevant officials. We will prepare backgrounders, coach local leaders for their engagements, and assist with follow-up communications.

Develop a strategy for attracting an alternative operator.

If NWP's decision to close the campus cannot be reversed, Alberta Counsel will help create a strategy to attract new potential partners—whether post-secondary institutions, skills training providers, or private sector entities—to operate from the existing Fairview facilities.

What it Costs

At Alberta Counsel, we always ensure our clients enjoy cost-certainty and no surprise bills. Based on the defined scope of this project, we propose a **fixed project fee of \$30,000 (plus GST)**.

To provide flexibility, this can be paid:

- **In full at the start of the engagement, or**
- **In six equal monthly installments of \$5,000 (plus GST).**

Our Office

Our modern executive office right across the street from the Alberta legislature is a perfect place for clients to network with political decision-makers. We purposely designed the space to be an ideal home base for stakeholders that may not have a permanent office location near the legislature but intend to travel occasionally to meet key individuals within the Government of Alberta. It is also a perfect location to host an event to mix and mingle with political decision-makers.

Our Team



Shayne Saskiw | Principal Born and raised in Alberta, Shayne had the privilege of being one of the youngest MLAs elected in Alberta. As an opposition member, the Official Opposition House Leader and a tax lawyer, he knows that strength in good advocacy and strategy comes from ethical relationships and a clear message. He is an expert in using various networks and strategies to achieve his client's objectives. Shayne maintains a focused determination on the client's goals with integrity and creativity. Shayne is married to Member of Parliament for Lakeland, Shannon Stubbs.



Pascal Ryffel | VP of Corporate Development & Government Relations Pascal has worked with Alberta Counsel for eight years and has been active in Alberta politics for over two decades. Starting with the NDP caucus when Raj Pannu was leader, Pascal has experienced the rapidly changing political environment in Alberta firsthand, spending most of his time with the NDP as outreach coordinator when caucus only had four MLAs. Over the years, Pascal has had many roles with the party, including organizing (both provincial and federal), leaders tour, candidate recruitment and candidate.



Michaela Frey | Senior Advisor Michaela Frey is a skilled advocate and communicator with over a decade of experience in public, private, and non-profit sectors. A former MLA for Brooks-Medicine Hat and Chief of Staff to Premier Danielle Smith, she brings deep policy and strategic expertise. Michaela holds a BA in Political Science and is completing an MA in Communications. She currently serves on several community boards, including the Medicine Hat Rootcellar and HALO Air Ambulance.



Shannon Gill | Senior Advisor Shannon is a seasoned executive with over 20 years of leadership experience in the non-profit, government, health, and post-secondary education sectors. She has served as Chief of Staff to four Alberta ministers, Chief Administrative Officer of the Wildrose Political Association, and in senior roles including Chief Fund Development Officer at Kids Brain Health Foundation and Chief of Staff at Northwestern Polytechnic. Shannon holds degrees in Business Administration and Theatre from Brock University.



Richard Feehan | Senior Advisor Richard has extensive experience across the public, academic, non-profit, and private sectors. He has served as Alberta's Minister of Indigenous Relations, MLA for Edmonton-Rutherford, a tenured instructor in Social Work at the University of Calgary, and Vice President at Catholic Social Services. With a career focused on Indigenous communities, mental health, and social change, Richard is committed to advocacy, progressive values, and community-oriented leadership. He looks forward to advancing the priorities of his clients through collaboration and public engagement.



Zack Ziolkowski | Director of Municipal Affairs Zack is an experienced government relations professional having worked in Alberta politics for 10 years including as the Director of Research and Communications for the Government Members Caucus and managing various political campaigns. He pairs this political experience with his strong policy background having worked with the Alberta Urban Municipalities Association on developing amendments to the Municipal Government Act.



Aileen Burke | Director of Non-Profit and Voluntary Sector Aileen is an experienced lobbyist, researcher, facilitator, and communicator. She has been a part of creating and adapting policy and procedure, complex problem solving, and has significant knowledge of the non-profit industry with 15 years of experience. Aileen pursued her master's degree in political science from the University of Lethbridge, where her work focused on public policy and systems integration as it relates to the Housing First philosophy. Aileen has put her expertise in political advocacy into action with a run for office at the municipal, provincial, and federal levels.



Justin Gotfried | Director of Global Partnerships Justin is a qualified GR strategist with a decade of experience building connections within municipal, provincial, and federal government. He previously held roles on Parliament Hill and with the Legislative Assembly of Alberta, in addition to managing winning campaigns at the federal & provincial level. Justin also holds a Master of International Business from Queen's University, a Diploma in International Trade via the Forum for International Trade Training, a BBA in International Business from Mount Royal University, and is currently pursuing the Certified International Trade Professional designation.



Al Kemmere | Senior Advisor Al started his career as a dairy farmer and was elected to the board of the Alberta Holstein Association and served on the Alberta Milk board. From 2004 to 2021, Al was elected as a councillor on Mountain View County. He was appointed Reeve for six years, developing a wealth of experience in local governance and decision-making. In 2010, Al was elected to the board of what is now known as the Rural Municipalities of Alberta (RMA) and was elected president in 2014, a position he held until 2020. He also served on the board and executive of FCM from 2008 to 2020.



Ted Bauer | Director of Indigenous Relations Ted was most recently the VP of Engagement and External Relations at the Alberta Indigenous Opportunities Corporation. Before joining the AIOC, Ted had a background in the political, journalism and non-profit sectors spanning nearly 30 years. His governance experience encompasses several board positions, including time at Drive Happiness, Homeward Trust Indigenous Advisory Council and the YWCA Rose Council. Ted is a proud member of the Sturgeon Lake Cree Nation in Treaty 8 and is a graduate of the University of Montana with a degree in Journalism and holds a citation from the U of A.



Emily Kneteman | Director of Health Emily has worked with multinational organizations to support their Canadian investments for over seven years. Working across Canada, she has focused on supporting organizations in their government relations strategies and reaching final investment decision. She has worked to support the life sciences cluster development in Edmonton and Calgary and has managed the energy portfolio while at Calgary Economic Development. Emily is active in her community and has supported numerous campaigns in Alberta.



Quinn Heffron | Associate Quinn is a public policy and government relations professional specializing in energy policy, with expertise in legislative affairs, regulatory analysis, and stakeholder engagement. He has supported elected officials at all levels of government and served as a consultant for a leading think tank, contributing to policy development in Canada's energy sector. Quinn holds a Master of Public Policy from the University of Toronto's Munk School of Global Affairs and Public Policy, specializing in energy policy, and an Honours Bachelor of Social Science in Political Science from the University of Ottawa.



Richard Gotfried | Senior Advisor As a proud born and raised Calgarian, Richard served 2 terms in the Legislature from 2015-23 and brings decades of private sector and community engagement experience to Alberta Counsel. Prior to his election to the Assembly, Richard spent 2 decades in senior local management with Hong Kong-based Cathay Pacific Airways and served in senior executive roles with Calgary-based Trico Homes. He also served 2 years as VP of Corporate and Community Engagement with Calgary Economic Development, while also having embarked on entrepreneurial ventures in construction, technology, and tourism throughout his varied career.



Andy Popko | Senior Advisor Andy started his career with the Alberta Energy Company Ltd, which became EnCana. In 2021, he took on a newly created role as VP of Indigenous Relations. In 2008, he took on a consulting role with Northern Gateway Pipeline and in 2012 he joined NCSG where he fosters and manages Indigenous partnerships across Western Canada. Andy is an Honorary Chief of Heart Lake First Nation and is the only non-Indigenous person to achieve a Lifetime Achievement Award from the Tribal Institute of Treaty 8.



Taneen Rudyk | Senior Associate Taneen is a 4th term Vegreville Town Councillor, with a Poli Sci BA and a background working in government, non-profits, and the private sector. As Past-President of Federation of Canadian Municipalities (FCM), Taneen understands the importance of effective advocacy and the impact of unifying voices in the local government sector. A tireless volunteer and community champion, Taneen brought her experience to the 2023 provincial election under the NDP banner, another opportunity to highlight the strengths of rural communities. Taneen is dedicated to improving governance

capacity, resolving conflict creatively, and representing her clients and constituents with integrity.



Jordan Sperling | Senior Associate Jordan holds a degree in Honours Political Science from the University of Alberta. Beginning his career in politics as a Consultant in Government Relations, Jordan went on to work as a Legislative Coordinator and Policy Officer with the United Conservative Caucus. In this role, he collaborated with staff and elected officials at the provincial level to craft and analyze legislation, develop policy proposals and coordinate legislative initiatives. He has also contributed to numerous provincial and federal election campaigns, working alongside elected officials and government staff.



Travis Olson | Associate Travis has been active in Provincial and Federal politics for the past 15 years, serving as a candidate in two provincial elections. Vice President of Communications of Wild Rose Party (legacy party of the United Conservative Party). Travis has served as the Director of Stakeholder Engagement for Alberta Resource Advocacy Foundation, has sat on multiple political boards, and has been a hard-working political volunteer.



Justine Ness | Associate Justine is a consultant and lobbyist with the Alberta Council of Lawyers, bringing extensive entrepreneurial experience from building and scaling successful businesses. With expertise in mergers, acquisitions, and leading large teams, she excels at navigating complex negotiations and cultivating strategic partnerships. Justine leverages her business background to drive impactful policies that promote growth and innovation. Her collaborative, resilient leadership ensures forward-thinking advocacy that delivers measurable results for Alberta's legal and business sectors.



Reg Warkentin | Associate Reg Warkentin, born and raised in Red Deer, Alberta, is a seasoned policy and advocacy professional. He spent eight years with the Red Deer & District Chamber of Commerce and three years representing seven Alberta crop commissions, key players in Canadian crop and honey production. Reg is passionate about building strong communities and works closely with clients to remove barriers and create collaborative solutions. He holds a Commerce Diploma from Red Deer Polytechnic and a BA from the University of Calgary. Outside of work, he enjoys coaching his kids' sports teams, hiking, and camping.



Klay Dyer | Associate – Fund Development Klay joined the team after a long career as an academic that saw him teaching in Europe as well as at universities across Canada. For the past 12 years, he has been an independent consultant who specialized in securing and managing grants for a diverse portfolio of Alberta groups and organizations. With a PhD from the University of Ottawa, he is a strong communicator, creative problem solver, and determined collaborator with a strong commitment to building sustainable funding platforms for community-based projects.

Concluding Remarks

Alberta Counsel is well-positioned to support the Municipal District of Fairview and your partner municipalities in this critical advocacy effort. Our team brings a deep understanding of how government decisions are made, as well as the relationships and experience necessary to navigate this issue strategically and effectively.

Only Alberta Counsel can offer:

- A highly respected reputation within Alberta's government relations community;
- A proven understanding of key influencers within the UCP and NDP caucuses;
- A cross-partisan team that collaborates daily to advance our clients' priorities; and
- Ethical, experienced, and results-driven advocacy.

We look forward to assisting your municipalities in advancing this important initiative to preserve local access to post-secondary education and training in the Fairview region.

To discuss this proposal further, please contact:

Zack Ziolkowski
Director of Municipal Affairs
z.ziolkowski@albertacounsel.com
(780) 652-2641



ALBERTA COUNSEL

Legal and Lobby
Professionals

Dear Sir or Madam

On October 29, the Board of Governors at Northwestern Polytechnic made a seemingly unilateral decision to close the Fairview satellite campus. The Boards' press release claims "*the Fairview campus is not financially sustainable and no longer meets the needs of students or industry.*" NWP's release further references their *Strategic Plan, True North* as an integral component guiding this decision:

"Our Strategic Plan: True North 2024-2030 provides the roadmap for our future. The strategies within have been carefully considered and are grounded by extensive consultations with our learning community, industry partners, and fellow regional champions."

NWP's decision of October 29, directly contravenes their own strategic plan by unilaterally making such a far-reaching decision without due diligence, consultation, transparency, or process.

For over 25 years, from 1998 to 2025, in my capacity as an instructor, including time spent as Chair of Heavy Equipment Technicians, I have witnessed, first-hand, the systematic dismantling of Fairview College.

Grande Prairie's animosity with Fairview College began in 1952, with the initial choosing of Fairview over Grande Prairie as the seat for the new college in the Peace Region. Subsequent to Fairview College's inception, Grande Prairie College was finally formed in 1966 as Grande Prairie Junior College.

Over the years, Fairview College has operated very successfully with flagship programs such as Beekeeping, Animal Health Technology, Harley Davidson Technician, ThinkBig (Caterpillar) Technician, Transitional Vocational (equipping students with special needs to successfully live and work on their own) as well as Agricultural Programs, Academic Upgrading and Business Certificate and Diploma Programs. Enrollment in Apprenticeship programs such as Welder, Carpenter, Automotive and Heavy Equipment Technician has been strong and attracts students from not only the Grande Prairie catchment area but also Nunavut, Yukon, Northwest Territories, British Columbia, Peace Region and across Alberta. This is due not only to the excellent reputation of Fairview instructors and programs, but also the availability of dormitories on Campus.

In 2003-2004, an attempt was made to amalgamate 3 colleges; Fairview College, Northern Lakes College and Grande Prairie Regional College and play to their strengths. However, this was preempted at the last minute by a decision to give stewardship of Fairview to NAIT in Edmonton. Although less than ideal, NAIT at least recognized and respected the Fairview campus as an entity capable of delivering excellent programs.

In 2009, yet another ill-advised political decision was made to give stewardship of Fairview to Grande Prairie Regional College. At the inception of the takeover, GPRC hired a firm to conduct a survey with a view to rebranding the college. The general consensus, as evidenced by that survey, indicated that the GPRC instructors had a distaste for being associated with a trades college, despite the fact that the takeover of Fairview resulted in substantial salary increases for the GPRC instructors in order to bring them on par with the Fairview staff.

For the first two years after the takeover, Fairview monies were required to stay in the Fairview programs. However, after that initial period, GPRC began to systematically dismantle the Fairview departments, including marketing, communications, administration, registry, and foundation, ultimately firing the staff and absorbing all of the budget monies from Fairview.

Over the years, Fairview College consistently demonstrated a commitment to being industry-responsive by providing programs and training, focused on developing skill sets in the students, making them employment ready. As a result of these high standards and excellent instructorship, many industries voiced interest in partnering with Fairview College.

Working in close collaboration, Fairview College developed very effective and successful programs such as the ThinkBig Program and Harley Davidson Technician Program, the only one of its kind in Canada. However, after GPRC took over Fairview, attempts by companies such as Calfrac and Halliburton, who expressed interest in accessing trades training at Fairview, were mishandled to such an extent, that the companies simply withdrew their interest.

Approximately, 1-½ years ago, the Canadian Armed Forces expressed interest in partnering with the college to provide trades training for their members, which has the potential to be an incredibly lucrative partnership. Given the time that has passed and NWP's disinterest in supporting the Fairview satellite campus, one has to wonder if anyone from NWP acknowledged the letter, attempted any follow up, and why nothing has come of it.

NWP's *Strategic Plan/True North 2026-2030* consistently refers to "northern Alberta" but, clearly, they are myopically focused on Grande Prairie alone. Based on their Mission, Vision, Values, and Priorities statements, one would think that NWP would be current in recognizing that in today's world, education at a particular institution is not simply for the residents of a catchment area. Students attending Fairview College have come from all over Canada, the USA and the world. These students chose to attend programs at Fairview, based on the quality of the programs offered and the suitability for their aspirations, not simply because it was in their back yard. When GPRC took over Fairview in 2009, their short sightedness resulted in them directing the marketing department who were very adept at attracting students outside of the catchment area to concentrate their activities on the catchment area only; GPRC's (and now NWP's) small minded thinking resulted in substantial losses of provincial, national and international students.

With the impending closure of Fairview satellite campus, programs such as the ThinkBig program, an industry led program that has done well for the college, as well as the Harley Davidson Technician, the only accredited program in all of Canada, and the Animal Health Technology program are all, apparently, to be left behind. GPRC, now Northwest Polytechnic, only wants the apprenticeship programs which are government funded and in demand. They are justifying their reasoning by asserting that Grande Prairie apprentices will not have to drive the hour to Fairview, once again, demonstrating their lack of geographical awareness in recognizing that northern Alberta is much greater than Grande Prairie.

In conclusion, I stand in solidarity with the Municipal District of Fairview and the Town of Fairview in calling for a moratorium on closing the Fairview satellite campus, along with a full review and open and transparent consultation process. Again, I would point out that NWP's strategic plan commits to "...*extensive consultations with the learning community and industry partners.*" These processes are glaringly missing, in leading up to the October 29 announcement.

In addition, I am requesting that you, as stakeholders, request an independent auditing of the financials of GPRC (NWP) since 2009, focused on:

- The monies derived from Fairview and use of same to the advantage of the Grande Prairie Campus and the apparent detriment of Fairview Campus.
- An accounting of monies in place for endowments of Fairview College programs and scholarships for Fairview College students.
- An accounting of the whereabouts of the works of art that were donated to Fairview College over the years including an A Y Jackson original
- An independent review of the feasibility of working with Industry as well as the Armed Forces of Canada to develop programs as required, maintain the existing programs and Apprenticeship programs with stewardship residing with Fairview College once again

Fairview College, since its inception, has been a vital part of the town, the Peace Region, and northern Alberta. Shutting down the College will have far-reaching and devastating ripple effects, from the local economy to international educational opportunities. With the demand for trades people at an all time high, it is incumbent on Northwestern Polytechnic to live up to their mandate, which should focus on growing and supporting educational access and opportunities, not shrinking it to the confines of Grande Prairie.

Thank you for your consideration

Garry Candy

Interprovincial Red Seal Journeyman Heavy Equipment Technician

Interprovincial Red Seal Journeyman Automotive Mechanic

Instructor Fairview College – 1998 - 2025

780-834-6407

gbcandy@outlook.com



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25
December 3rd, 2025
Elena Valdes, CFO & Shirley Hayden CAO
Follow up: Maskwa Medical Center
Request for support

BACKGROUND/PROPOSAL

On September 18, 2024, representatives from the Maskwa Medical Center Board presented to Council on a concept of team-based healthcare. This model has been proven to achieve positive results in other jurisdictions globally and aims to address the pressing healthcare needs of residents in our region.

At the time of the meeting Council made a motion to write a letter of support to the Minister of Health (see attached). Administration is requesting directions regarding potential sponsorship of the center.

The center's **vision** is to improve the long-term health of residents in Northwestern Alberta and create opportunities for local youth in the healthcare field for the next decade and beyond

The organization has made a note of some key reasons for municipal partners to donate resources

- Improved access to specialist & diagnostic care in Northwestern Alberta, reducing travel and delays.
- Education and training of healthcare professionals locally in partnership with University of Alberta and Northwestern Polytechnic.
- Regional benefit for the broader Peace Region including rural and remote communities.
- Economic and community return – construction jobs, operational jobs, and reduced burden on hospitals.
- Non-profit/charitable model with transparency through the Northwestern Alberta Foundation.
- Leverage of municipal & regional support: several municipalities have already contributed funding.
- Potential for lasting impact – long-term teaching, diagnostic, and reinvestment into research.
- Social good & visibility – community health improvement and recognition opportunities for donors.

For reference, here are some Municipalities that have committed to support this project and make donations:

City of Grande Prairie
County of Grande Prairie No. 1
M.D. of Greenview
Saddle Hills County
Clear Hills County
Town of Manning

RECOMMENDATION/RESOLUTION

That Council receives the request from Maskwa Medical Center regarding sponsorship decision and directs Administration accordingly.

Should Council decide to provide a donation, confirmation on the amount will be needed. Sponsorship funds would come from the General Donations over \$100.00 line or reserves.

Or

That Council Directs Administration Accordingly

Elena Valdes CFO & Shirley Hayden CAO



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM-12-25
December 3rd, 2025
Elena Valdes, CFO & Shirley Hayden CAO
Follow up: Ken Sargent's House Request
for support / donation

BACKGROUND/PROPOSAL

On April 2, 2025, Council received a presentation from representatives of the Ken Sargent House in Grande Prairie. The purpose of the presentation was to introduce the project, a new 21-suite residence facility intended to serve as a "home away from home" for patients and their families who must travel to Grande Prairie for medical care.

A follow-up email from the Director of the Ken Sargent House Dale Bond has been received, seeking a decision on the project's funding (please see attached)

The Ken Sargent House is a collaborative project between the Grande Prairie Regional Hospital Foundation, the Rotary Clubs of Grande Prairie, and Northwestern Polytechnic. The facility is being built on land donated by Northwestern Polytechnic and is located across the street from the Grande Prairie Regional Hospital, making it easily accessible for families.

The project addresses a critical need for residents across the region, including those from the MD of Spirit River, who often face significant financial and emotional burdens when traveling for specialized medical treatments such as chemotherapy, dialysis, or surgery. By providing affordable, compassionate, and supportive accommodations, Ken Sargent House will directly contribute to the well-being of our citizens during challenging times. The MD of Spirit River's investment would not only support the capital costs of the facility but also demonstrate a commitment to regional healthcare.

ADMINISTRATION RESEARCH:

Some reasons in favor:

1. Strong social impact – The facility helps families stay together during medical treatments, easing stress, reducing travel/time burden, and potentially improving patient outcomes by having support nearby. This is clearly a stated objective.
2. Regionally relevant – If you live in the Grande Prairie / Peace region (or care about rural/northern Alberta healthcare access), this addresses a real gap: many patients must travel for specialized care and need accommodation.
3. Leverage of partnerships – Big donors and partnerships are already in place (Rotary, Sargent family, land donation by Northwestern Polytechnic) which suggests the project has momentum and legitimacy.
4. Meaningful naming & legacy opportunity – For donors, this kind of project can provide naming opportunities, visible impact, and a lasting legacy in the community.
5. Affordability for users – The aim to keep nightly cost affordable (one article cited \$20-\$50/night estimate) means your donation helps keep the service accessible. Town & Country News
6. Community goodwill & trust – The GPRHF is an established Foundation, and the Sargent family has a track record of philanthropy in the region (per their annual report)

Some reasons to take a cautious approach:

1. Project still under construction – Because it's not yet open (expected winter 2026), there is some lead time until your donation's full effect is realized. Some donors prefer immediate impact.
2. Operating sustainability questions – While construction funds are being raised, long-term operating costs (maintenance, staffing, utilities) will also matter. You might want clarity on the business model, ongoing funding, how it's managed, occupancy rate, etc.
3. Opportunity cost / other priorities – If you have limited funds, you might consider whether your donation might achieve greater marginal

impact elsewhere (e.g., direct patient support, medical equipment, other urgent healthcare needs).

4. Geographic specificity – If you live outside the region or your philanthropic interests lie elsewhere, you may feel it's less aligned with your focus.
5. Dependence on continued community support – While initial major donations exist, the project still relies on ongoing fundraising and community goodwill; the risk that fundraising falls short may affect service delivery or lead to compromises.
6. Limited track record yet – Since the facility is new, there's no historical track record of actual operation, occupancy, outcomes. Some donors prefer projects with established impact data.

For reference, here are some Municipalities that have committed to support this project and make donations:

Big Lakes County
 Saddle Hills County
 Town of Grimshaw
 Town of Fairview
 Municipal District of Greenview

RECOMMENDATION/RESOLUTION

That Council direct Administration with decision to donate or not to the Ken Sargent House with the intent of providing financial support to this regional service.

If donation is approved, please confirm amount and source of funds (General Donations over \$100.00 or Reserves)

or

That Council directs Administration accordingly.



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:
MEETING DATE:
ORIGINATED BY:
TITLE:

RM 12-25
December 3rd, 2025
Monty Bremont
MD Bus Sponsorship Advertising

BACKGROUND/PROPOSAL

The MD Transit Program is an essential public service offering valuable transportation services in the region. To offset operational costs and ensure program sustainability, the service relies on revenue generation, including corporate sponsorship opportunities.

In 2023, the MD successfully secured a two-year exclusive sponsorship from **G3 Canada Ltd.** This commitment provided the Transit Program with substantial financial support, including:

- **Sponsorship Fee:** \$50,000.00
- **Bus Wrap Costs:** Approximately \$10,000.00 (covered by the sponsor)

This sponsorship arrangement has now expired.

The sponsorship funding, particularly the significant contribution towards operational costs, is crucial for the long-term sustainability and viability of the MD Transit Program. Administration is seeking Council's approval to actively advertise this exclusive sponsorship opportunity. The objective is to secure a new, multi-year partnership that mirrors or exceeds the financial contributions of the previous agreement.

The MD Transit Bus operates on a fixed route Tuesday through Thursday, ensuring consistent and significant exposure across the region. The typical route includes travel to the following high-traffic areas:

- **Spirit River**
- **Rycroft**
- **Sexsmith**
- **Grande Prairie** (including major commercial and service areas)

The target financial contribution will be set based on the previous agreement, aiming for **\$50,000.00** plus the cost of the bus wrap, securing a minimum of **\$60,000.00** in total value toward the transit program's budget over the term of the agreement. Alternatively, if the funding goal cannot be reached by a single sponsor, administration can research options to include multiple sponsors.

RECOMMENDATION/RESOLUTION

That Council approves advertising the sponsorship opportunity for the MD Transit Bus to the community and local business sector.

Or

That Council directs administration accordingly.

Monty Bremont

 Monty Bremont



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

RM-12-25

MEETING DATE:

December 3rd, 2025

ORIGINATED BY:

TITLE:

**Support for Hampers for Heroes
Initiative (Veterans Memorial Gardens)**

BACKGROUND/PROPOSAL

Administration has received a request for support from the Veterans Memorial Gardens & Interpretive Centre regarding their "Hampers for Heroes" holiday initiative.

This program, run in partnership with the Order of St. George and Gordon Food Services, aims to provide holiday food hampers to over 700 veterans and their families across Alberta who rely on the Veterans Association Food Banks. The initiative targets four specific regions: Calgary, Edmonton, Lethbridge, and Grande Prairie.

Each hamper costs \$250 and provides a veteran family with food for both Christmas and New Year's (including turkey, ham, vegetables, and treats). The organization has requested support from businesses and community groups to sponsor these hampers.

Sponsors are recognized through:

- Daily Facebook shout-outs.
- Weekly poster updates with sponsor logos.
- A "Thank You" video reel in December.
- Inclusion of the sponsor's name/logo in a personalized letter placed inside the hamper given to the veteran family.

FINANCIAL IMPLICATIONS The organization has outlined several tiers of financial sponsorship:

- Hamper Hero: \$250.00 (Sponsors one complete hamper)
- Hamper Champion: \$150.00
- Hamper Builder: \$100.00
- Hamper Helper: \$50.00
- Hamper Friend: \$25.00

If Council chooses to support this at the "Hamper Hero" level, the cost would be \$250.00. Funds would typically be drawn from reserves.

BENEFITS / STRATEGIC ALIGNMENT

- Regional Support: Supporting this initiative directly impacts veterans in the Grande Prairie region, which is the closest major service center to our municipality.
- Community Welfare: Ensures local veterans and their families have food security during the holiday season.
- Public Relations: The municipality would be recognized as a partner in supporting veterans.

ALTERNATIVES

1. Sponsor one full hamper: Council may wish to sponsor one "Hamper Hero" package at a cost of \$250.00.
2. Provide a partial sponsorship: Council may wish to donate a smaller amount (e.g., \$100.00) to be combined with other partial sponsorships.
3. Accept as information: Council may choose not to provide financial support at this time.

RECOMMENDATION/RESOLUTION

That Council review the sponsorship of \$250.00 to the Veterans Memorial Gardens & Interpretive Centre for the Hampers for Heroes initiative to support a veteran family in the Grande Prairie region and that council direct administration accordingly.

CAO

Hampers for Heroes - GP

Main Proteins:

- Small turkey (6-8 lbs, serves 6)
- Ham (3-4 lbs, serves 6)
- Breakfast Sausage
- Bacon

Cheese & Charcuterie Items:

- Sausage/salami for cheese platters
- Cheese selection
- Premium crackers
- Oysters
- Olives
- Pickles

Holiday Meal Essentials:

- 10 pounds of potatoes
- Box of mashed potatoes
- 2 pounds of carrots
- Small bag of onions
- Bag of celery
- Mixed vegetables
- Pound of butter
- Stuffing mix
- Gravy mix
- Bisquick mix
- Muffin mix
- Sugar
- Eggs

Contact:
Renee at:
(780) 933-0182

Holiday Treats & Snacks:

- Pastries/desserts
- Chocolates
- Mixed nuts (holiday tin)
- Holiday cookies/shortbread
- Candy canes
- Christmas oranges
- Holiday tea or hot chocolate



Each Hamper is \$250.00 &
covers the 2 major
holidays & serves 6.

<https://www.zelly.com/en-CA/ticketing/hampers-for-heroes>

In Support of the:



This hamper project is
organized
by the volunteers of:



Your Company Name on the
christmas letters that will go to
Veterans thanking them for
their service.

Your company will be given
shout outs on social media.

Your logo will appear in a reel
on social media honouring you
for your sponsorship.

Sponsors & Supporters

Harvest
Heroes



Hamper
Helpers

Hamper
Builders

Hamper
Heroes

Hamper
Champions

Hamper Backers



County of GP No 1
Councillor Steve
Zimmerman



Hampers for Heroes Introductory Email

From: CMTA <exec.director@motorcycletourism.ca>
 Sent: October 7, 2025 8:38 PM
 To: Marie Charbonneau <exec.director@motorcycletourism.ca>
 Subject: Hampers for Heroes

Hello everyone,

Our association is on a mission along with the Order of St George and Gordon Food Services, to see all 700+ veterans that are using the Veterans Association Food Banks of Alberta have a wonderful holiday season filled with good food and good cheer. I have also included information on the Grande Prairie Gala for Veterans.

Hampers for Heroes: A Province-Wide Initiative

This season, Veterans Memorial Gardens & Interpretive Centre, in partnership with the Order of St. George and Gordon Foods, is on a mission to ensure that no veteran in Alberta faces an empty table during the holidays.

The Need: Over 700 veterans across Alberta rely on Veterans Association Food Banks to feed their families. They served our country with courage and dedication—now it's our turn to serve them.

Four Cities, One Mission

We're building holiday hampers for veteran families in:

Calgary
 Edmonton
 Lethbridge
 Grande Prairie

Each \$250 hamper provides a complete holiday celebration for both Christmas and New Year's, including turkey, ham, fresh vegetables, holiday treats, and everything a family needs to create joyful memories together.

Seven Ways to Make a Difference

In-Kind Support

Hamper Backers - Donate products from your business or offer discounts on hamper items
 Harvest Heroes - Donate fresh produce from your farm (like our incredible partners at Ridgevalley Hutterite Colony)

Cash Sponsorship Levels

Hamper Friend - \$25.00
 Hamper Helper - \$50
 Hamper Builder - \$100
 Hamper Champion - \$150
 Hamper Hero - \$250 (sponsors one complete hamper)

Partial sponsorships are combined with others to create complete hampers—every contribution matters!

How We Honor Our Sponsors

Your generosity deserves recognition.
 Here's how we celebrate our Hampers for Heroes sponsors:

Daily Facebook Recognition

Every day throughout the campaign, we feature sponsors with dedicated Facebook shout-outs for each location (Edmonton, Calgary, Lethbridge, and Grande Prairie). Your business gets visibility across Alberta's veteran community and beyond.

Hampers for Heroes Introductory Email

Weekly Poster Updates

Each week, we update our campaign posters with new sponsor logos and names for all four locations. Your brand appears alongside fellow community champions supporting veterans.

December Thank You Reel

In December, we'll create a special video reel thanking every sponsor who made this initiative possible. Your name and logo will be featured in the post, shared across our networks and partner organizations.

Personalized Hamper Thank You Letters

Every veteran family receives a letter with their hamper, thanking them for their service and listing every sponsor who made their holiday celebration possible. Your business name and logo will be on these letters—a tangible connection between your generosity and the families you're helping.

Province-Wide Exposure

Through our partnership with the Order of St. George and our network across Alberta, your sponsorship reaches thousands of people who value community care and veteran support.

Tax Receipts & Documentation

Sponsorship Receipts: All sponsors will receive a sponsorship receipt from Veterans Memorial Gardens & Interpretive Centre / Canadian Motorcycle Tourism Association.

Charitable Donation Receipts: If you require a charitable donation receipt for tax purposes, please donate directly to the Veterans Association Food Bank.

<https://atb.benevity.org/124-719859480RR0001/donate>

Join Us in Honoring Service

This isn't just about food—it's about dignity, respect, and showing veterans that their sacrifice matters. It's about transforming the holidays from a time of stress into a season of celebration.

Please share this initiative across Alberta with every business, farm, and community group you know. Together, we can fill 700+ tables with abundance and gratitude.

Thank you for standing with our veterans.

Renee Charbonneau, CTA, DStG

Executive Director - CMTA + CIMTA

motorcycletourism.ca cmta.ca

Travel Agent - Tour Guide - CMTA Travel Services

an affiliate of the Travel Agent Next Door

cmtatravelservices.com

10908-102 St Grande Prairie AB T6V 2X3

(780) 933-0182

Project Lead & Museum Collections Manager

Veterans Memorial Gardens & Interpretive Centre



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

MEETING DATE:

ORIGINATED BY:

TITLE:

RM-12-25

December 3rd, 2025

CAO

CLH Bid Agreement:

Trailer (Dry Van) Marketing Lease Agreement

BACKGROUND/PROPOSAL

At the previous meeting The Municipal District council made a motion to entering into a CLH Bid Agreement to execute a Trailer Marketing Lease, authorizing the placement of a dry van on MD property located at SW 4-78-5-W6 for commercial advertising purposes. Per the terms of the attached agreement, the Lessee will pay the MD a total sum of **\$3,600.00**. This revenue covers the site lease and includes provisions for the required vegetation management and general upkeep of the immediate area surrounding the trailer.

Key Details at a Glance

- **Agreement Type:** CLH Bid Agreement / Trailer Marketing Lease
- **Purpose:** Placement of a dry van for advertising.
- **Financial Impact:** \$3,600.00 revenue to the MD.
- **Maintenance:** Agreement includes vegetation management and site upkeep.

Please see the attached agreement for councils consideration.

RECOMMENDATION/RESOLUTION

MOTION XXX.12.03.25:

That Council approve the draft of CLH Bid Agreement and Trailer Marketing Lease Agreement with **CLH Bid (Carter, Lock & Horrigan)** authorize the placement of one (1) dry van for advertising purposes on the Municipal District of Spirit River No.133 land located at **SW 4-78-5-W6** , for a total consideration of **\$3,600.00**, which includes vegetation management of the surrounding area as per the terms of the agreement.

Or that Council direct administration accordingly.

THIS AGREEMENT is made effective November __, 2025

BETWEEN:

CLH LAW

(hereinafter referred to under the tradename "CLHbid")

- and -

THE MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

(hereinafter referred to as the "Landowner")

TRAILER MARKETING LEASE AGREEMENT

1. PURPOSE

The Landowner grants CLHbid the right to place a marketing trailer (approximately 53 feet in length) on the Landowner's property for the purpose of advertising.

2. LOCATION

The trailer will be placed on the land legally described as SW 4-78-5-W6TH, and as further set out in the Land Title Certificates attached hereto as Schedule "A", (the "Site").

3. PLACEMENT

CLHbid shall determine the precise placement of the trailer on the Site in consultation with the Landowner and the Landowner's Public Works Supervisor. The trailer shall be positioned in a visible but respectful location so as not to unreasonably interfere with the Landowner's operations and access requirements. Unless otherwise approved by the Landowner, placement shall be on a headland or suitable area, as illustrated in Schedule "B".

4. TERM

This lease shall commence on December 1, 2025, and continue for a fixed term of twelve (12) months, ending on December 1, 2026. The lease may be renewed on an annual basis on the same terms and conditions set forth herein, unless otherwise agreed to in writing by both parties. To exercise this option, CLHbid must provide written notice to the Landowner at least 30 days prior to the expiration of the current term.

5. PAYMENT

CLHbid shall pay the Landowner an annual site fee of \$3,600.00, payable within thirty (30) days of the commencement of this Agreement.

6. TRAILER OWNERSHIP & RESPONSIBILITY

CLHbid is responsible for delivery, placement, maintenance, and removal of the trailer. The trailer remains the sole property of CLHbid. For clarity, CLHbid shall also be responsible for vegetation control and general upkeep surrounding the trailer area.

7. REMOVAL AND TERMINATION

The Landowner may, at its sole discretion, require the removal of the trailer at any time. Upon written or verbal notice, CLHbid shall remove the trailer immediately and at its own expense.

Upon such removal, this Agreement shall be deemed terminated and no further obligations shall exist between the parties, except for any outstanding amounts owing or accrued prior to the date of removal.

8. NOTICES

Any notice to be given by virtue of these presents may be effected by email, personal service or by mailing the same in a prepaid registered envelope addressed to the Landowner at:

The Municipal District of Spirit River No. 133
Box 389, 4202 - 50 Street
Spirit River, AB
T0H 3G0
mdsr133@mdspiritriver.ab.ca

and to CLHbid at:

#200 9803 101 Avenue
Grande Prairie, AB
T8V 0X6
ATTN Alle M. Carter
alle@chlhw.ca

9. INDEMNITY

CLHbid agrees to indemnify and hold harmless the Landowner from any claims, damages, or losses directly arising from CLHbid's placement or use of the trailer, except in cases of gross negligence or willful misconduct by the Landowner.

10. NO TENANCY CREATED

This lease does not create a leasehold interest or tenancy. It grants CLHbid a license to place and maintain its trailer at the Site for marketing purposes.

11. ENTIRE AGREEMENT

This document constitutes the full and complete agreement between the parties. Any amendments must be in writing and signed by both.

12. EXECUTION BY ELECTRONIC MEANS AND IN COUNTERPART

This agreement may be signed and accepted in counterpart and delivered by facsimile, DocuSign or portable document format (pdf).

IN WITNESS WHEREOF the parties hereto have hereunto executed this agreement by the hands of their authorized signatories on the day, month and year first above written.

CLH LAW

Per:

Alle M. Carier

THE MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

Per:



Schedule "A"

LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0039 532 701	6;5;78;4;SW	232 181 536 +7

LEGAL DESCRIPTION

MERIDIAN 6 RANGE 5 TOWNSHIP 78
SECTION 4
QUARTER SOUTH WEST
CONTAINING 64.3 HECTARES (159 ACRES) MORE OR LESS
EXCEPTING THEREOUT:

		HECTARES	(ACRES)	MORE OR LESS
A) PLAN 4030 BT	RAILWAY	2.47	6.11	
B) PLAN 9925698	ROAD	0.387	0.96	
C) PLAN 2122808	DESCRIPTIVE	27.46	67.85	
D) PLAN 2321432	ROAD	0.426	1.05	

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

REFERENCE NUMBER: 212 270 761 +1

REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
232 181 536	08/06/2023	ROAD PLAN		

OWNERS

THE MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133.
OF BOX 389, SPIRIT RIVER
ALBERTA T0M 3G0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
772 193 282	03/10/1977	UTILITY RIGHT OF WAY GRANTEE - CENTRAL PEACE NATURAL GAS CO-OP LTD.

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

232 181 536 +7

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
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852 034 832	21/02/1985	SURFACE RIGHTS BOARD ORDER IN FAVOUR OF - ALBERTA POWER LIMITED. "ORDER NO. E325/85"
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TOTAL INSTRUMENTS: 002

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 24 DAY OF
OCTOBER, 2025 AT 02:01 P.M.

ORDER NUMBER: 55369954

CUSTOMER FILE NUMBER: CLHbid/SS



END OF CERTIFICATE

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SCHEDULE "B"





MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

RM 12-25

MEETING DATE:

December 3rd, 2025

ORIGINATED BY:

MMSA, Monty Bremont

TITLE:

Revised Road Closure Bylaw 02-AM-2025

BACKGROUND/PROPOSAL

Bylaw No. 05-2024 was adopted by Council on March 5, 2025, to facilitate the closure and disposal of a misaligned road allowance and registration of a new road plan within Spirit River Settlement Lot 5, Lot 1 Block 1 Plan 2421757, and West ½ of Spirit River Settlement Lot 4.

Although the bylaw received approval from the Minister of Transportation and Economic Corridors, Bylaw No. 05-2024 was recently rejected by Alberta Land Titles due to an unacceptable legal description used in the bylaw. Following coordinated discussions between MMSA, Alberta Land Titles, and Borderline Surveys, a revised legal description has been prepared and pre-approved by Land Titles.

Under Road Closure procedures, when a Minister-approved bylaw is rejected by Alberta Land Titles solely because of an incorrect legal description, the Municipality must resubmit a revised bylaw using the corrected description. In accordance with the *Municipal Government Act*, a revised bylaw does not require public notification and public hearing, as the revisions do not materially alter the intent or substance of the original bylaw. However, the bylaw must include the word "Revised" in its title, and be accompanied by written certification from the CAO confirming that it was prepared in accordance with section 64 of the MGA, prior to 1st reading.

Attachments:

Map of misaligned road allowance to be closed

Revised Bylaw No. 05-2024

Required CAO certification prepared by MMSA

These documents meet all requirements for Council adoption and subsequent submission to Alberta Land Titles.

RECOMMENDATION/RESOLUTION

That Council adopt Revised Bylaw 02-AM-2025 by providing 1st, 2nd and 3rd readings, and direct Administration to resubmit the bylaw to Alberta Land Titles for registration.

Or

That Council directs administration accordingly.

Monty Bremont

Monty Bremont





MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

REVISED BYLAW NO. 02-AM-2025

(REVISION TO BYLAW NO. 05-2024)

BEING A BYLAW OF THE MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A ROAD ALLOWANCE, IN ACCORDANCE WITH SECTION 22 OF THE *MUNICIPAL GOVERNMENT ACT*, CHAPTER M-26.1, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel; and

WHEREAS, application has been made to Council to have portions of an undeveloped road allowances closed; and

WHEREAS, the Council of the Municipal District of Spirit River No. 133 deems it expedient to provide for a bylaw for the purpose of closing to public travel portions of an undeveloped road allowance, situated in the said municipality, and thereafter disposing of same; and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended; and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw;

NOW THEREFORE

BE IT RESOLVED that the Council of the Municipal District of Spirit River No. 133, in the Province of Alberta, does hereby close to public travel for the purpose of disposing of the following described portions of a road allowance, subject to rights of access granted by other legislation:

ALL THAT PORTION OF THE ORIGINAL ROAD ALLOWANCE AS SHOWN ON A PLAN OF SPIRIT RIVER SETTLEMENT SIGNED AT OTTAWA ON THE 21ST DAY OF DECEMBER A. D. 1908 CROSSING LOT 4 AND WHICH LIES EAST OF THE PRODUCTION SOUTHERLY OF THE EAST BOUNDARY OF ROAD PLAN 4018BM

AND

ALL THAT PORTION OF THE ORIGINAL ROAD ALLOWANCE AS SHOWN ON A PLAN OF SPIRIT RIVER SETTLEMENT SIGNED AT OTTAWA ON THE 21ST DAY OF DECEMBER A.D. 1908 WHICH CROSSES LOT 5 AND WHICH LIES EAST OF THE SOUTHERLY PRODUCTION OF THE WEST BOUNDARY OF INTERVENING CLOSED GOVERNMENT ROAD ALLOWANCE HAVING A BEARING OF 179 DEGREES AND 58 MINUTES ON SAID SETTLEMENT PLAN

EXCEPTING THEREOUT ALL MINES AND MINERALS

as shown on Schedule "A", attached hereto and forming part of this Bylaw.

First Reading given this _____ day of _____, 2025.

Tony Van Rootselaar, Reeve

Shirley Hayden, Chief Administrative Officer

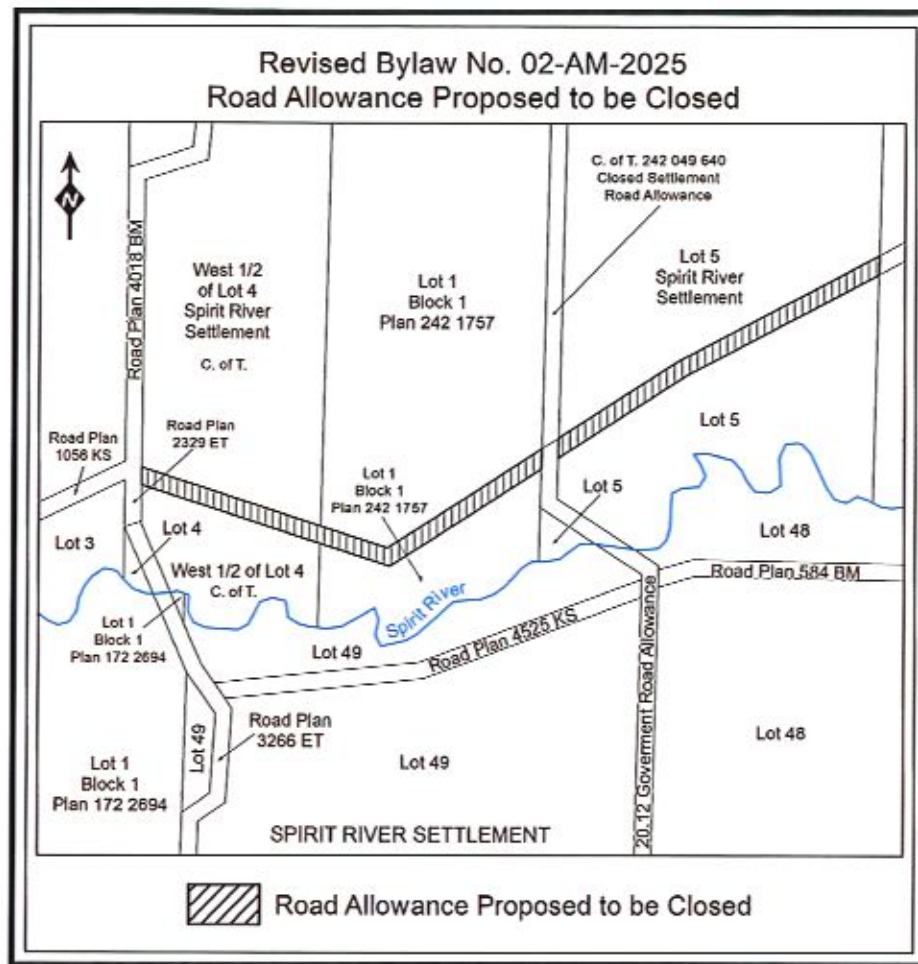
Second Reading given this _____ day of _____, 20____.

Third Reading and Assent given this _____ day of _____, 20____.

Tony Van Rootselaar, Reeve

Shirley Hayden, Chief Administrative Officer

SCHEDULE A

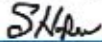


CERTIFICATION REGARDING REVISED BYLAW NO. 02-AM-2025

I, SHIRLEY HAYDEN, Chief Administrative Officer of the Municipal District of Spirit River No. 133, hereby certify that Revised Bylaw No. 05-2024 has been prepared in accordance with Section 63(2)(g)(i) and (ii) of the *Municipal Government Act* of Alberta, RSA 2000, Chapter M-26, to make changes to Bylaw No. 05-2024 adopted by Council on March 5, 2025, to bring out more clearly what is considered to be the meaning of Bylaw No. 05-2024, without materially affecting the bylaw in principle or substance.

Dated: 03 December, 2025

In the Town of Spirit River, in the Province of AB.



Shirley Hayden (Nov 26, 2025 10:39:04 MST)

Signed



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

MEETING:

RM 12-25

MEETING DATE:

December 03, 2025

ORIGINATED BY:

Monty Bremont, Development Officer & MMSA

TITLE:

Land Use Bylaw 03-AM-2025

BACKGROUND/PROPOSAL

The MD has received an application for a Land Use Bylaw Amendment, which has been forwarded to MMSA for review, processing and advice. Attached to this RFD is Bylaw No. 03-AM-2025 prepared by MMSA, which proposes to redistrict 16.48 acres from RL.1.79.5.W6, to accommodate the subdivision of an existing farmstead from the parent parcel. Following is a summary of the relevant information Council may take into account prior to giving 1st reading to the Bylaw.

REVIEW/DISCUSSION

Location and Site Context

The 145-acre subject property is located about 9.2 km northeast of Spirit River, adjacent to Range Road 52 and east of Highway 2 (see figure 1). Township Road 791A bisects the property into two portions. The larger portion, north of Township Road 791A, is largely cultivated. The smaller portion, south of Township Road 791A, contains the farmstead, which includes a house, gazebo, wooden garage, sheds, dugout, and several outbuildings, with associated servicing. The property is currently zoned Agriculture (AG1) District. A separate 6.96-acre residential subdivision exists southeast of the farmstead. Besides the existing subdivision, there are adjacent farmlands and other residential subdivisions.

Subdivision Proposal

The proposed subdivision application, which has already been received, would create a standalone lot containing the existing farmstead. While the proposed use of the land is consistent with the existing Agriculture (AG1) zoning, the AG1 District restricts the parcel density to two parcels per unsubdivided quarter section or river lot, excluding lots for public uses. RL.1.79.5.W6 has already been subdivided to the maximum permitted density. Therefore, the proposed subdivision cannot proceed under AG1 without contravening the Land Use Bylaw. Thus, redistricting the area proposed to be subdivided to a different land use district that both supports the proposed use and does not have the same lot density restrictions as AG1 is required.

Alignment with Land Use Districts

Accordingly, Bylaw No. 03-AM-2025 proposes to redistrict the farmstead area from AG1 to Country Residential 1 (CR1). CR1 supports residential use and minor agricultural pursuits. However, unlike AG1, the parcel density is at the discretion of the Approving Authority, providing flexibility regarding the number of subdivisions allowed. CR1 requires parcel sizes between 3 and 10 acres, or greater if warranted to accommodate existing buildings, shelterbelts, or servicing. The proposed 16.48-acre parcel lies within the Approving Authority's discretionary range. Both the new lot and remnant parcel would have legal and physical access. Access, servicing and other technical matters will be addressed during the subdivision process.

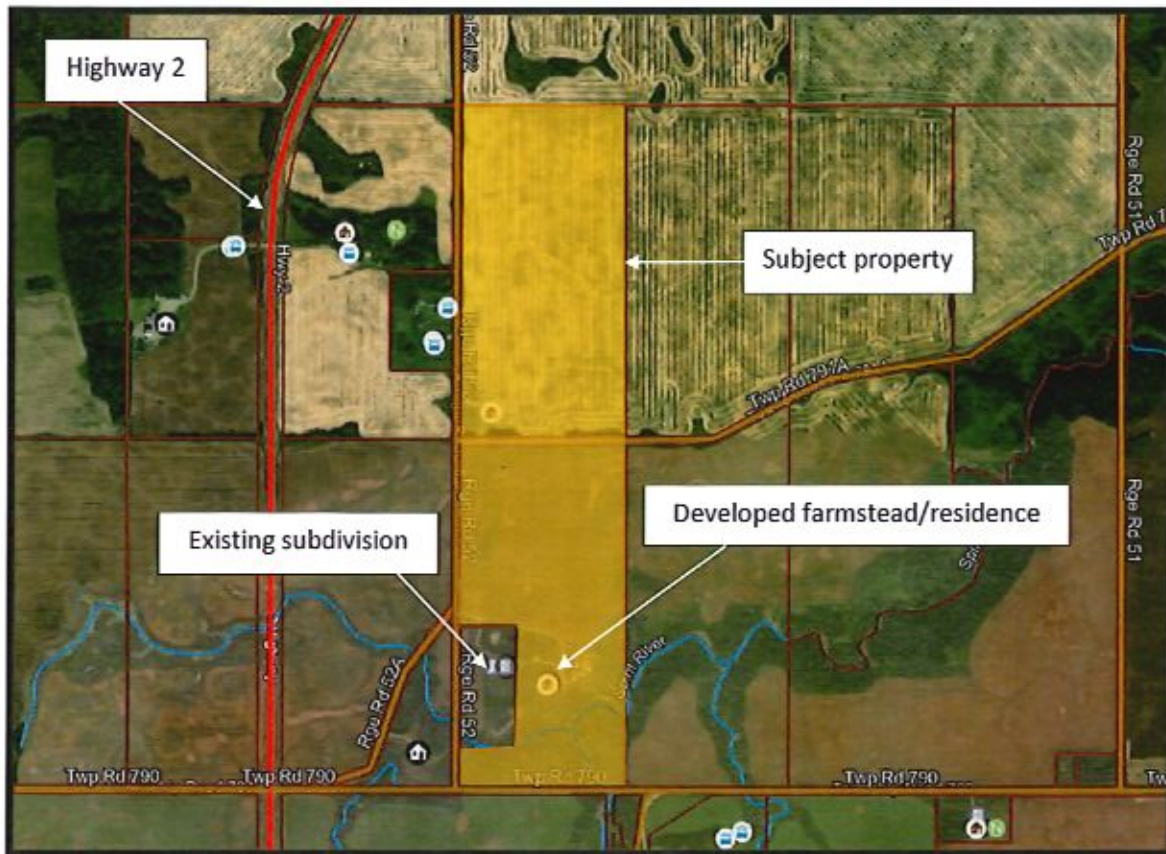


Figure 1: Location Context

Source: MD of Spirit River No. 133 Web map

Planning Framework Consistency

Overall, the proposed redistricting and subdivision align with the MD's broader planning objectives, including the policies of the Municipal Development Plan, which support appropriate rural residential opportunities for residents, while maintaining compatibility with surrounding agricultural uses.

OPTIONS

Council may consider the following options and corresponding motions.

1. That Council give 1st reading to Bylaw No. 03-AM-2025, and schedule a public hearing in accordance with the provisions of the *Municipal Government Act*; or
2. That Council receive the information and provide alternative direction to Administration.

RECOMMENDATION/RESOLUTION

1. That Council give 1st reading to Bylaw No. 03-AM-2025, and schedule a public hearing in accordance with the provisions of the *Municipal Government Act*.

NEXT STEPS

If Council grants first reading to Bylaw No. 03-AM-2025 and schedules a public hearing,

1. Administration will advertise the proposed bylaw and notify adjacent landowners in accordance with legislative requirements.
2. Following the public hearing, Council may consider 2nd and 3rd readings of the bylaw.
3. If adopted, processing of the subdivision application will resume. The final decision on the application will be made by MMSA, the MD's Subdivision Authority, with input from the Municipal Planning Commission.

Monty Bremont
Development Officer

ATTACHMENTS:

Land Use Amendment Bylaw No. 03-AM-2025
Land Use Bylaw Amendment application



BYLAW NO. 03-AM-2025

**BEING A BYLAW OF THE MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133
IN THE PROVINCE OF ALBERTA TO AMEND THE
MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 LAND USE BYLAW NO. 11-2019**

WHEREAS, the *Municipal Government Act*, RSA 2000 Chapter M-26, as amended, authorizes the Council of a municipality to enact a Land Use Bylaw, to regulate and control the use and development of land and buildings within a municipality; and

WHEREAS, the Municipal District of Spirit River No. 133 has adopted the Municipal District of Spirit River No. 133 Land Use Bylaw No. 11-2019, as amended, to regulate land use and development in the Municipal District; and

WHEREAS, the Council of the Municipal District of Spirit River No.133 has deemed it desirable to amend the Municipal District of Spirit River No. 133 Land Use Bylaw No. 11-2019, to enable a proposed residential subdivision;

NOW THEREFORE, pursuant to Section 606 and 692 of the *Municipal Government Act*, RSA 2000 Chapter M-26, as amended, the Council of the Municipal District of Spirit River No. 133 in the Province of Alberta, duly assembled, hereby enacts as follows:

A. TITLE

1. This Bylaw may be cited as "Land Use Amendment Bylaw No. 03-AM-2025".

B. AMENDMENT

2. That the area of land identified with black hatch marks within Part of RL-1-79-5-W6 be redistricted from Agriculture (AG1) District to Country Residential 1 (CR1) District, as shown on Schedule "A" attached to and forming part of this Bylaw.

C. SEVERABILITY

3. That if any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed.

D. EFFECTIVE DATE

4. That this Bylaw shall come into force and have effect on the date of third and final reading.

First Reading given on the _____ day of _____, 2025.

Tony Van Rootselaar, Reeve

Shirley Hayden, Chief Administrative Officer

A Public Hearing was held on the _____ day of _____, 2025.

Second Reading given on the _____ day of _____, 2025.

Tony Van Rootselaar, Reeve

Shirley Hayden, Chief Administrative Officer

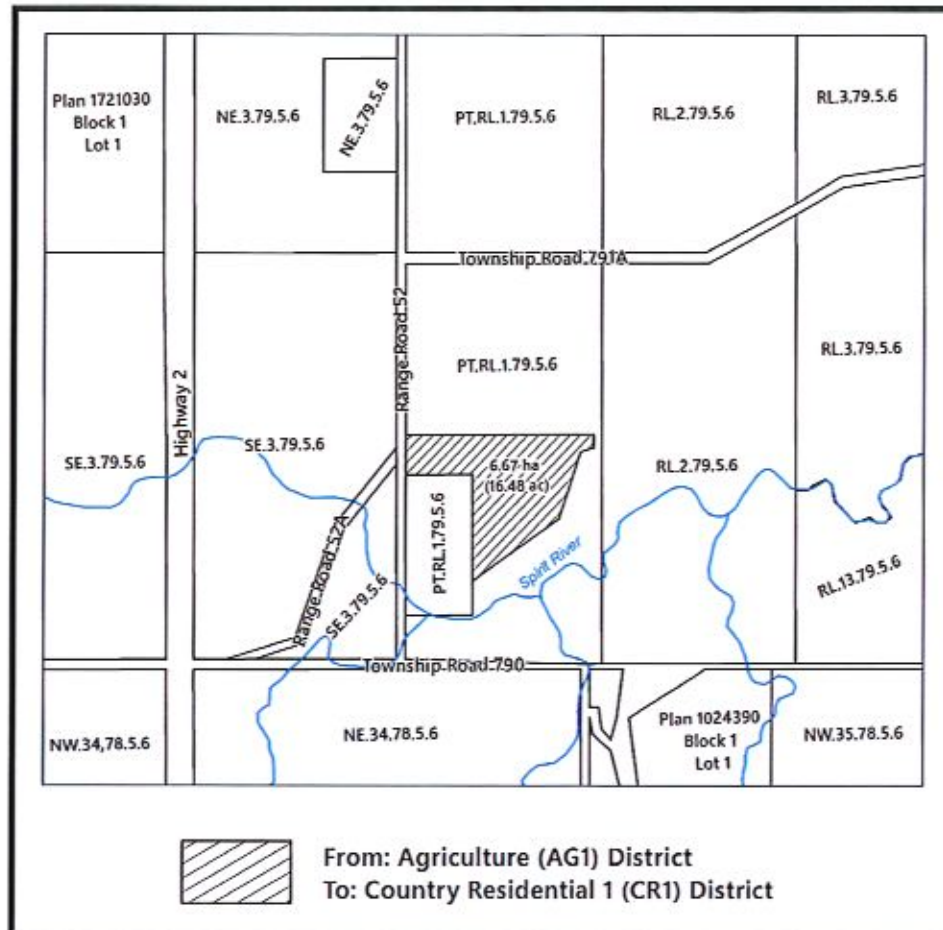
Third Reading given on the _____ day of _____, 2025.

Tony Van Rootselaar, Reeve

Shirley Hayden, Chief Administrative Officer

SCHEDULE "A"
Bylaw No. 03-AM-2025

That the area of land identified with black hatch marks within Part of RL-1-79-5-W6 be redistricted from Agriculture (AG1) District to Country Residential 1 (CR1) District, as shown below.



**Town of Spirit River
Regional Growth and Business Retention Questionnaire**

1. The Town of Spirit River is currently providing positive economic growth within the G5 community.

Strongly Disagree	Disagree X	No Opinion	Agree	Strongly Agree
-------------------	---------------	------------	-------	----------------

Comments:

Diligent follow-up amongst key G5 municipal partners is crucial for fostering active municipal engagement and collaboration, which in turn will significantly improve the likelihood of achieving economic growth.

2. Our municipality would support combining goals across the G5 region when they reflect identity (e.g., through shared initiatives in sports, culture, or the arts), to help attract and retain families or youth who might otherwise relocate.

Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree X
-------------------	----------	------------	-------	---------------------

Comments:

We would encourage the facilitation of opportunities that would engage businesses, organizations, and constituents, seeking feedback through activities such as open houses, that foster open communication across all demographics.

3. Does your municipality believe Spirit River has the potential to help address regional gaps in services, retail, or industrial capacity through collaboration with the G5 group?

Strongly Disagree	Disagree	No Opinion	Agree X	Strongly Agree
-------------------	----------	------------	------------	----------------

Comments:

We agree that all the municipalities have the potential to both individually and collaboratively help address the gaps in all areas. With new Councils come new ideas and renewed efforts between the neighbouring municipalities.

Town of Spirit River
August 14, 2025

4. By working together and with initiatives such as the Central Peace Attraction and Retention Committee, the G5 group can more effectively attract and retain people, skilled workers and professionals to live, work, and contribute to the growth of the region.

Strongly Disagree	Disagree	No Opinion	Agree X	Strongly Agree
-------------------	----------	------------	------------	----------------

Comments:

Through consistent activity, committees can deliver results.

5. The G5 group has a role to play in supporting the development of a wider range of housing options across the region, to improve availability for people of all income levels and stages of life.

Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree X
-------------------	----------	------------	-------	---------------------

Comments:

To keep our communities viable, we need to encourage the building of industry, and the regional housing crisis needs to be addressed through an effective multi-municipal economic development committee.

6. Additional Comments or Discussion Points for consideration in terms of Regional Growth and Business Retention in the region.

Comments:

We look forward to mutual collaboration with the Town of Spirit River and the rest of the G5.



Box 130, 4502 50 St.
 Spirit River, Alberta T0H 3G0
 Phone: (780) 864-3998
www.townofspiritriver.ca

August 14, 2025

Birch Hills County
 Box 157
 Wanham, AB

Attention: Albert Poetker
 Reeve, Birch Hills County

Dear Reeve Poetker,

Re: Town of Spirit River Economic Growth Questionnaire

The Town of Spirit River has received funding through the *Northern and Regional Economic Development Program (NRED)* to complete a regional Growth and Business Retention Report. The Town has partnered with **MPE, a Division of Englobe**, to complete this work.

The report is structured around two main objectives:

Objective #1: Provide insight into the economic needs of the surrounding community, including the Town of Spirit River, Village of Rycroft, M.D. of Spirit River, Saddle Hills County, and Birch Hills County (collectively referred to as the "G5"). This objective will summarize feedback from each of these communities regarding their economic needs and how the Town of Spirit River can best serve these needs.

Objective #2: Review current infrastructure within the Town and its capacity to support the economic growth required to meet the needs identified in Objective #1.

The purpose of this letter is to request your assistance with Objective #2 by tailoring discussions for the upcoming G5 meeting in December. Enclosed is a questionnaire with a few economic growth questions. These questions are intended to prompt consideration and guide discussion on how the Town of Spirit River's economic development can be supported, strengthened, and directed toward a prosperous future for all G5 communities.

We kindly request that all comments and responses be submitted to the Town of Spirit River by **November 2025**.

Yours truly,

(Original signed)

Town of Spirit River
 Tammy Yaremko
 Mayor

**Town of Spirit River
Regional Growth and Business Retention Questionnaire**

1. The Town of Spirit River is currently providing positive economic growth within the G5 community.

Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
-------------------	----------	------------	-------	----------------

Comments: We value the work of the G5 and Grande Spirit Housing on the seniors' housing development, however beyond that we have seen little growth in Spirit River.

2. Our municipality would support combining goals across the G5 region when they reflect identity (e.g., through shared initiatives in sports, culture, or the arts), to help attract and retain families or youth who might otherwise relocate.

Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
-------------------	----------	------------	-------	----------------

Comments: Birch Hills County has our own financial capacity concerns. We currently have numerous recreational groups who require support to operate and maintain facilities.

3. Does your municipality believe Spirit River has the potential to help address regional gaps in services, retail, or industrial capacity through collaboration with the G5 group?

Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
-------------------	----------	------------	-------	----------------

Comments: As the largest urban community within the G5, Spirit River has the opportunity to attract and develop further commercial businesses that could be utilized by the region's ratepayers. Industrial is another matter. Birch Hills County continues to see a decline in assessment and growth opportunities. We believe a regional industrial park should be developed near highway 2 and the impending regional waterline where all G5 municipalities contribute to the development and receive a corresponding share of the taxes generated.

4. By working together and with initiatives such as the Central Peace Attraction and Retention Committee, the G5 group can more effectively attract and retain people, skilled workers and professionals to live, work, and contribute to the growth of the region.

Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
-------------------	----------	------------	-------	----------------

Comments: to some extent BHC agrees, however initiatives should not focus on a single community alone such as Spirit River. Rycroft and our Hamlets should be explored to expand services and opportunities such as housing or commercial ventures as well.

5. The G5 group has a role to play in supporting the development of a wider range of housing options across the region, to improve availability for people of all income levels and stages of life.

Strongly Disagree	Disagree	No Opinion	Agree	Strongly Agree
-------------------	----------	------------	-------	----------------

Comments: BHC has traditionally taken the approach that the private sector should be responsible for housing. A first step may be to update a G5 needs assessment to identify specific criteria. The last study that we are aware of was done by GSF and included Grande Prairie statistics. Any approach to housing needs to be regionally based and not rely on a single community for new housing initiatives. BHC has taken the approach of working with PWSD to donate a lot for a principal residence and have recently sold several lots for development in Eaglesham. Before trying to develop new infrastructure our focus should be on selling infill properties wherever they are located.

6. Additional Comments or Discussion Points for consideration in terms of Regional Growth and Business Retention in the region.

Comments: As noted above, the G5 needs to work collaboratively for the greater good of the region and not focus on a specific community. It is fair to say that BHC has not always felt supported when faced with the removal of the rail line, or loss of elevators.



Municipal District of Spirit River No. 133

Box 389 Spirit River, Alberta T0H 3G0
E-mail: mdsr133@mdspiritriv.ab.ca

Telephone (780) 864-3500
Fax: (780) 864-4303

November 17, 2025

CLHbid.com
9803 101 Ave #200
Grande Prairie, AB T8V 0X6
alle@clhlaw.ca
780-532-5931/866-263-7480

ATTN: Alle M. Carter

RE: CLHbid DRY VAN FOR ADVERTISING ON SW-4-78-5W6

Greetings Alle;

Thank you for your interest in advertising your company and services on MD of Spirit River No. 133 land. Your proposed advertising was discussed at our recent Council meeting on November 3rd, 2025, and it was unanimously resolved that *"...the Municipal District of Spirit River No.133 enter into an agreement with CLH Bid to allow the company to place an advertisement in the form of a dry van placed on MD land located at: SW-4-78-5-W6th with the following condition: CLH Bid shall include a provision in the agreement that the organization is required to proactively maintain the management of vegetation control around the area where the dry van is placed. CLH Bid will assume all expenses associated with vegetation control of the area, further that the MD at its discretion has the right to request the company remove the dry van at any given time, which the company will remove said van immediately at the company's expense" (Motion RM 237.11.03.25).* Please reach out to Public Works Supervisor at 780-864-9600 to pre-arrange the date and time and placement of the unit.

We thank you for including us in your efforts to support our residents. Please do not hesitate to reach out to us if you have any questions or concerns.

Respectfully,



Shirley Hayden,
CAO, MD of Spirit River No. 133

SH/rjf



Municipal District of Spirit River No. 133

Box 389 Spirit River, Alberta T0H 3G0
E-mail: mdsr133@mdspiritriv.ab.ca

Telephone (780) 864-3500
Fax: (780) 864-4303

November 17, 2025

Billy Barbarich

ATTN: Billy Barbarich

RE: Minor Baseball Fundraiser Support Request

Greetings Mr. Barbarich;

Thank you for reaching out to us to request support for your minor baseball fundraiser. Council engaged in enthusiastic and supportive discussion around your request, and Council admires and supports your dedication, discipline, perseverance, and passion. Unfortunately, we are not able to offer a financial contribution to your pursuits, as noted in the following *Motion RM 244.11.03.25: "...in response to the sponsorship request...although the request is denied due to budgetary restrictions, the municipality is extending an invitation to submit an article in the Municipal District of Spirit River No.133 monthly newsletter that will promote the accomplishments and activities of the athlete"*. As per that motion, and the creativity of our Council members who are keen to support you, we would like to offer you space in the monthly MD newsletter, that has an audience of approximately 1500 recipients in the area. We can connect you directly to the newsletter publisher, who can work with you to craft an article that informs our readers about your activities, the challenges you face, and the ways in which people can contribute and support you. Please let us know if that is a way in which we can support you, we look forward to working with you to share your story, and to hearing about your successes!

Please do not hesitate to reach out if you have any questions!

Respectfully,



Shirley Hayden CAO, MD of Spirit River No. 133

SH/rjf



Municipal District of Spirit River No. 133

Box 389 Spirit River, Alberta T0H 3G0
E-mail: mdsr133@mdspiritriver.ab.ca

Telephone (780) 864-3500
Fax: (780) 864-4303

November 12th, 2025

Saddle Hills County
Junction of Hwy 49 & Secondary Hwy 725
RR1, Spirit River AB
T0H 3G0

SUBJECT: Request for Joint Council and Administration Meeting – Intermunicipal Collaboration Framework (ICF) Negotiations

Dear Reeve Richard and Members of Council,

On behalf of the Municipal District of Spirit River Council, we formally request a joint meeting between our Councils.

The purpose of this critical meeting is to collaboratively discuss the Intermunicipal Collaboration Framework (ICF) negotiations and determine a clear path forward for both municipalities.

As you are aware, the previous Intermunicipal Collaboration Framework (ICF) agreement between our two municipalities has expired. Under the *Municipal Government Act* (MGA) of Alberta, we are legally required to enter into a formal, binding ICF. Given the expiration of our previous agreement, it is imperative that we establish a clear strategy and timeline to ensure compliance and maintain the strong, beneficial relationship between our municipalities.

We believe that a joint meeting involving both Councils and our respective administrative teams is the most effective way to align our objectives, discuss potential options, and establish a productive negotiation schedule to finalize the required ICF agreement in a timely manner.

We are happy to host this meeting as a catered supper at the Rycroft Ag Centre in early December. Please respond at your earliest convenience with a selection of preferred dates and times.

We look forward to your reply and a productive partnership as we work towards meeting this legislative requirement.

Sincerely,

Reeve Tony Van Rootselaar
Municipal District of Spirit River No. 133

Deputy Reeve Dean Wark
Municipal District of Spirit River No. 133

cc: Cary Merritt, Chief Administrative Officer, Saddle Hills County

INFORMATION and CORRESPONDENCE: RM 12-25
Email Introduction/Summary: Exploring Nuclear Energy in Alberta

From: Alberta Nuclear Energy Engagement <Nuclear.Engagement@gov.ab.ca>
Sent: November 25, 2025 2:21 PM
To: Alberta Nuclear Energy Engagement <Nuclear.Engagement@gov.ab.ca>
Subject: Upcoming Engagement Opportunities on Nuclear Energy in Alberta

Hello,

We are pleased to invite you to a Zoom Webinar session for nuclear energy for municipalities on **Tuesday, December 2, at 9:00 a.m.-11:00 a.m.** The webinar will feature an overview of the Alberta nuclear energy engagement process and the nuclear energy industry in Canada. Guest speakers include Dr. Jason Donev from the University of Calgary who will provide an introduction to nuclear energy, and His Worship Adrian Foster Mayor of Clarington (and Chair of the Canadian Association of Nuclear Host Communities) who will share insights into the experience and role of nuclear energy host municipalities.

The webinar will also feature an opportunity for participants to pose questions or provide comments to:

- the [Alberta Nuclear Engagement and Advisory Panel](#),
- guests from the [Canadian Nuclear Safety Association](#), and
- representatives from the [Nuclear Waste Management Organization](#).

We invite you to participate in this session to learn about this potential new energy source for Alberta.

Please RSVP for this event using this [registration link](#) by **12 p.m. MST Monday, December 1, 2025**.

Request for Information (RFI) Extension

We are also pleased to share that we have extended the deadline for municipalities to submit feedback through the attached RFI by **December 19, 2025**. Please submit your response directly to nuclear.engagement@gov.ab.ca. Your input will help inform our panel's final report to the Minister of Affordability and Utilities on nuclear engagement in Alberta.

Thank you for your continued collaboration. We look forward to engaging with you on this important topic.

[Nuclear in the mix for Alberta's energy future](#)

[Nuclear energy engagement | Alberta.ca](#)



Affordability and Utilities
Affordability Division
Priority Initiatives Branch
14th Flr, Petroleum Plaza Building North Tower
9915, 108 Street
Edmonton, Alberta
T5K 2G6

REQUEST FOR INFORMATION (“RFI”)

Exploring Nuclear Energy in Alberta

Extended Timeline for Municipalities Version

Ministry of Affordability and Utilities

RFI Re-Issued Date: November 24, 2025

RFI Response Date: December 19, 2025

Email: Nuclear.Engagement@gov.ab.ca

Affordability and Utilities
Request for Information - Extended Timeline for Municipalities Version

INTRODUCTION

The objective of this Request For Information (“RFI”) is to collect information from respondents interested in nuclear energy development in Alberta that could support the Province in its nuclear energy initiatives. **Appendix A** includes specific questions and subjects that Respondents are requested to respond to.

Note: *This RFI is not a competitive bid process and will not result in a contract award.*

1. RFI PROCESS

2.1 RFI Definitions

Terminology used throughout this RFI is defined as follows, unless otherwise indicated:

- “**ATIA**” means the *Access to Information Act*, (Alberta), as amended from time to time;
- “**Personal Information**” means “**personal information**” as defined in ATIA or POPA, or ATIA and POPA, as the case may be, as provided for in this RFI.
- “**POPA**” means the *Protection of Privacy Act*, (Alberta), as amended from time to time;
- “**Request for Information**” or “**RFI**” means this document, including attached appendices.

2.2 RFI Schedule

RFI Issue Date: **August 25, 2025**

RFI Response Date: **December 19, 2025 (NEW!)**

Respondents are requested to submit Responses by the RFI Response Date. Responses received by this date will facilitate a timely review of the information provided. Responses received after this date will be reviewed at the discretion of the Province. The Province may extend the RFI Response Date or amend or cancel this RFI.

2.3 Respondent Questions

In order for the Province to deal effectively with Respondent questions concerning this RFI, Respondents are requested to submit their questions regarding this RFI in writing to Nuclear.Engagement@gov.ab.ca. Questions received will be answered as time permits, and if appropriate, the question and response may be shared anonymously with other municipalities or municipal associations.

2.4 Access to Information

The Respondent acknowledges that:

**Affordability and Utilities
Request for Information - Extended Timeline for Municipalities Version**

- a) ATIA applies to all information and records relating to, or obtained, generated, created, collected or provided under the RFI and which are in the custody or under the control of the Province. ATIA allows any person a right of access to records in the Province's custody or control, subject to limited and specific exceptions as set out in ATIA;
- b) POPA applies to the collection, use and disclosure of Personal Information for the purposes of this RFI; and
- c) The Respondent, if it considers portions of its Response to be confidential, shall identify those parts of its Response to the Province considered to be confidential and what harm could reasonably be expected from disclosure. The Province does not warrant that this identification will preclude disclosure of information under ATIA or Personal Information in accordance with POPA.

2.5 RFI Responses

Responses should be delivered by email to Nuclear.Engagement@gov.ab.ca.

A completed Response Submission Form found in Appendix A, or a cover letter containing similar information in the Response Submission Form should be submitted with the Response.

2.6 Response Return

Responses will not be returned but will be retained by the Province.

3. PROJECT OVERVIEW: EXPLORING NUCLEAR ENERGY IN ALBERTA

Information provided by Respondents in this RFI may be used for analysis in shaping Alberta's nuclear energy policy and regulatory development, or Alberta's engagement with other jurisdictions, including the federal government and regulators. The contact information provided by Respondents will be used for the purpose of analysis and follow-up should the Ministry of Affordability and Utilities have any questions. The Government of Alberta will not use or disclose information provided by Respondents for any other purpose without written consent or unless required to do so by law. If Respondents have any questions or wish to request the change or removal of information provided, please contact by email at Nuclear.Engagement@gov.ab.ca.

Please visit <https://www.alberta.ca/nuclear-energy-engagement> to learn more about the province's engagement in the development of a nuclear energy industry in Alberta.

Appendix A Response Submission Form

Date:

**Affordability and Utilities
Request for Information - Extended Timeline for Municipalities Version**

Email: Nuclear.Engagement@gov.ab.ca

RE: Request for Information (RFI) Reference Number **AU-2025-RFI-001**

**Respondent's Name or
Organization/Community:
Address:**

**Contact Name:
Contact Telephone:
Title within organization (if
applicable)
E-mail Address:**

**Primary sector for
organization/community**

Choose one of the following:

Municipality, Municipal Association, Regional Municipal Board,
Municipal Non-Governmental Organization

Response:

The Respondent consents, and has obtained written consent of any individuals identified in the Response, to the use of the Personal Information in the Response by:

- a) the Province;
- b) the Province's employees; and
- c) individuals and organizations under contract to provide services to the Province, to enable the Province to review the Response and use this information for other program purposes of the Province.

The Respondent acknowledges that it will provide those written consents within two Business Days of a request by the Province to do so.

RFI Response Details

Respondents should provide a response to each question that they choose to address with a focus on meeting the objectives as described in section 3. Responses to the questions below should not exceed 5 pages in length.

Affordability and Utilities**Request for Information - Extended Timeline for Municipalities Version**

1. What is your organization's current or envisioned future role related to the nuclear energy industry in Alberta?
2. What are the potential benefits to your organization, and for Albertans, if you can achieve your envisioned role in nuclear energy?
3. What do you see as challenges and barriers to achieving your organization's envisioned role in nuclear energy development? Consider financial, legal, information, investment attraction, policy certainty, knowledge and awareness, environmental, etc.
4. How could the Government of Alberta help your organization overcome the identified barriers and challenges?
5. Are there key challenges and opportunities your organization will face regarding national/international nuclear policies?
6. Do you foresee any challenges and barriers to the Government of Alberta pursuing a nuclear industry in Alberta? If so, please identify the challenges and barriers along with recommendations on how they can be addressed by the government.
7. Are there other organizations that you recommend be involved in exploring nuclear energy development in Alberta?
8. Do you have additional information that you would like to share with the Government of Alberta regarding nuclear energy?



November 25, 2025

Dan Williams, MLA for Peace River
10122-100 Street
Peace River, AB T8S 1S2

peace.river@assembly.ab.ca

Dear MLA Williams,

RE: Invest Alberta

Northern Sunrise County is deeply concerned regarding the repeated cancellations of Invest Alberta's scheduled visit to the Peace Region.

Earlier this year, in March 2025, Northern Sunrise County—alongside our regional partners—extended a formal invitation to Invest Alberta to come to our region to learn more about the significant economic opportunities here in agriculture, energy, tourism, and emerging industries. Our intention was to highlight local investment potential, strengthen provincial partnerships, and demonstrate the value that northern Alberta brings to the province's long-term economic strategy.

Despite multiple attempts to confirm and reschedule this important visit, we have experienced several cancellations. As a rural and remote region, we rely on direct engagement from provincial agencies to ensure our communities are not overlooked when investment decisions are made.

We respectfully ask for your assistance in advocating on our behalf to ensure Invest Alberta follows through with a firm date to visit the Peace Region. Your support would help reinforce the importance of northern Alberta's economic contributions and ensure that our local priorities are given fair consideration at the provincial level.

Thank you for your continued commitment to our communities.

Sincerely,

Claude Rodrigue, Reeve
Northern Sunrise County

C:

Reeve Paula Guindon, MD of Smoky River No. 130
Reeve Robert Willing, MD of Peace No. 135
Reeve John Przybylski, MD of Fairview
Reeve Tony van Rootselaar, MD of Spirit River
Mayor Shelly Shannon, Town of Peace River
Mayor Stacey Messner, Town of Grimshaw
Mayor Nicole Johnson, Village of Berwyn
Mayor Gordon MacLeaor, Town of Fairview



Council Committees Reference Summary (2025–2026)

Committee	Representative(s)	Alternate(s)
Asset Management Committee	All Members of Council	—
Audit Committee	All Members of Council	—
Central Peace Assessment Review Board	Deputy Mayor Gour	Clerk: Tracy Lapping
Central Peace Attraction and Retention Committee (CPARC)	Councillor Funk	Mayor Yaremko
Central Peace Family & Community Support Services (FCSS)	Mayor Yaremko	Councillor Funk
Central Peace Fire & Rescue Commission (CPFRC)	Councillor Jackson, Mayor Yaremko	—
Central Peace Health Council (CPHWAC)	Councillor Stanich	Councillor Nicholson
Central Peace Medical Services Corporation (CPMSC)	Deputy Mayor Gour	Councillor Funk
Central Peace Regional Emergency Management (CPREM)	Councillor Jackson	Mayor Yaremko
Central Peace Regional Water Collaboration Committee (CPRWCC)	Councillor Potter	Councillor Jackson
Grande Spirit Foundation	Mayor Yaremko	—
Intermunicipal Economic Development Committee (IEDC)	Deputy Mayor Gour, Councillor Jackson	—
Joint Use Planning Agreement (JUPA)	Councillor Nicholson	—
Mackenzie Municipal Services Agency	Councillor Jackson	Councillor Funk
Peace Library System	Deputy Mayor Gour	Councillor Stanich
Peace Regional Subdivision and Development Appeal Board	Deputy Mayor Gour	—
Peace Region Economic Development Alliance (PREDA)	Councillor Funk	Deputy Mayor Gour
Recreation Advisory Committee	Councillor Nicholson, Councillor Jackson	—
Town of Spirit River Library Board	Councillor Stanich	—



VILLAGE OF GIROUXVILLE

P.O. BOX 276
Girouxville, Alberta
T0H 1S0

Phone 780-323-4270 • Fax 780-323-4110
Email girouxville@telusnet.net

September 22, 2025

Honorable Minister Adriana LaGrange
Minister of Primary and Preventive
Health Services
224 Legislature Building
10800- 97 Avenue
Edmonton, Alberta
T5K 2B6

Dear Minister LaGrange,

RE: Urgent Action Needed to Address EMS Shortage in McLennan

I am writing to express deep concern regarding the ongoing shortage of Emergency Medical Services (EMS) personnel in McLennan. This issue has reached a critical point, significantly impacting the quality and timeliness of emergency care available to residents in M.D. of Smoky River No.130 and surrounding areas.

Recent reports indicate frequent limited EMS coverage, delayed response time, frequent and ongoing cancelling of patient transfers. Large areas are left at risk.

This shortfall of EMS coverage has marked increase calls for medical assistance therefore placing tremendous pressure on our local fire department.

The shortage is not merely a staffing issue—it is a public safety concern. When emergency services are stretched thin, lives are at risk. Our community deserves reliable, timely, and professional emergency care, and it is imperative that we take immediate steps to address this crisis.

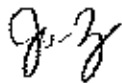
I urge the Province to consider the following actions:

1. **Implement a "one-out, one-in" policy:** Ensure rural EMS stations, such as McLennan retain staff until qualified replacements are secured.
2. **Introduce Rural Incentives:** Offer specific supports working in rural areas housing subsidies, relocation assistance and signing bonuses.
3. **Explore Training and Placement Programs:** Programs to encourage EMS students and new graduates to train and serve in rural communities.

McLennan Hospital has long been a cornerstone of our community's healthcare system. Ensuring it is adequately staffed with trained EMS professionals is not just a matter of operational efficiency—it is a moral imperative.

Thank you for your attention to this urgent matter. I am confident that with collaborative effort and decisive action, we can restore and strengthen our emergency medical services for the safety and well-being of all residents.

Sincerely,



Joseph Zdeb
Mayor

Cc: Honourable Dan William, Minister of Municipal Affairs
Honourable Todd Loewen, MLA
Honourable Matt Jones, Minister of Hospital and Surgical Health Services
Town of McLennan
Village of Donnelly
M.D. of Smoky River No. 130
Town of Father
Northern Alberta Elected Leaders -NAEL



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR120370

November 4, 2025

Reeve Tony Van Rootselaar
Reeve
Municipal District of Spirit River No. 133
PO Box 389
Spirit River, AB T0H 3G0

Dear Reeve Van Rootselaar and Council:

My sincere congratulations on your election to municipal office for the Municipal District of Spirit River No. 133. I commend your commitment to serving Alberta's rural communities. Your leadership plays a vital role in shaping the future of our province, and I look forward to working collaboratively with you.

As Alberta's economy and communities continue to grow, rural municipalities are uniquely positioned to advance shared priorities such as local job creation, enhancing public safety, and ensuring access to essential services.

I look forward to working with you to support the Municipal District of Spirit River No. 133's success through funding programs, legislative guidance, and collaborative initiatives that strengthen local infrastructure, public services, and community resilience. Our goal is to help rural municipalities thrive and deliver meaningful outcomes for residents.

I welcome the opportunity to connect and explore how we can work together to build strong, resilient communities throughout rural Alberta.

Again, thank you for your dedication to public service.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs

Email Introduction re: Provincial Priorities Six Month Follow-up

Subject: Six-Month Follow-Up on the Provincial Priorities Act (PPA)

Dear Chief Administrative Officers,

As we mark six months since the *Provincial Priorities Act* (PPA) and Provincial Priorities Regulation came into force on April 1, 2025, we would like to thank you for your continued cooperation and support in submitting agreements subject to this legislation. As a reminder, provincial entities, such as municipalities, must receive approval from the Province before entering, amending, extending, or renewing agreements with the federal government.

The Province appreciates the submissions received to date and reminds municipal entities to continue submitting agreements that fall under the scope of the PPA. Information regarding which agreements are subject to the PPA, along with a PPA fact sheet (attached), and links to the legislation and regulations themselves can all be found online [here](#). To support collaborative learning, we have compiled a few Frequently Asked Questions and a few agreement examples for your awareness (please see below).

Thank you again for your attention to this important process. If you have additional questions or need guidance, please contact us at MA.provincialprioritiesact@gov.ab.ca. If your question is urgent, please contact a Grant Advisor at the toll-free number 310-0000, then 780-422-7125. We are happy to help you navigate this process.

Sincerely,

JD Kilewer
Executive Director, Grant and Education Property Tax
Municipal Affairs

Frequently Asked Questions

- Do we need to submit agreements under \$100,000?
 - Yes, all agreements regardless of value must be submitted with a complete Intake Form if they involve federal funding.
- Where can I find the Intake Form and details about submission requirements?
 - The Intake Form, PPA Fact Sheet, as well as the Act and Regulation are available at <https://www.alberta.ca/federal-agreements-and-the-municipal-sector> under the 'Resources' header, near the bottom of the page.
- If the original agreement was signed prior to the PPA, do we need to submit amendments for minor administrative changes to that agreement?
 - Yes, even if the initial agreement predates PPA all subsequent amendments are subject to PPA and need to be submitted.
 - Administrative changes for the purpose of PPA are minor, non-substantive updates such as:
 - Changes in project start or end dates of one year or less;
 - Changes in total project length of one year or less;
 - Increases in total federal funding that are less than 10 per cent of the original amount, or below the exemption limit - \$100,000 for municipal, health, education, and post-secondary sectors, and \$250,000 for the housing sector; and
 - Correcting typographical errors or updating reporting deadlines.
 - What do you do if you forgot to submit an agreement that has now been fully signed?
 - Contact Municipal Affairs as soon as possible to let us know.
 - Submit the Intake Form and the agreement or amendment to MA.provincialprioritiesact@gov.ab.ca and we will process your submission.
 - Please note, agreements over \$100,000 are subject to either Minister or Cabinet review. There are no guarantees that agreements will be approved, despite an agreement already being executed.

Email Introduction re: Provincial Priorities Six Month Follow-up**Agreement Types**

Since implementation, a wide range of agreements have been received, including:

- Active Transportation Fund;
- Canada Public Transit Fund;
- Canada Summer Jobs;
- Housing Accelerator Fund;
- New Horizons for Seniors Program; and
- Universal Broadband Fund.

Provincial Priorities Act

Municipal Sector

Fact Sheet

Background

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

The PPR defines provincial entities under municipal authority (i.e., municipal entities) as:

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

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

Submission Requirements

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

- Agreements valued under \$100,000 must be submitted to MA but do not need approval.
- Agreements valued between \$100,000 and under \$5 million require ministerial approval. The lead ministry responsible to carry out the review process for each federal-municipal agreement will be dependent on the subject matter within the content of the agreement submitted. For example, agreements related to public transit will fall under the responsibility of the Minister of Transportation and Economic Corridors, and agreements related to housing will fall under the responsibility of the Minister of Assisted Living and Social Services.
- Agreements valued at \$5 million or more require Cabinet approval. The lead ministry responsible will develop recommendations for Cabinet consideration.

There are additional exceptions where provincial approval is not required. While the approval of agreements designated as exceptions is not required, the agreements and intake form must be submitted to MA for the exception to apply.

These exceptions include:

- Minor administrative amendments to agreements previously approved under the PPA. This includes adjustments to start and end dates by no more than one year, extensions of project length by one year or less, federal funding increase is less than \$100,000 and less than 10% of the original funding; and minor project scope changes;
- Agreements with no funding attached or only in-kind contributions;
- For agreements related to housing accommodations, if the federal entity provides \$250,000 or less in funding (exception does not apply to the Calgary Homeless Foundation or Homeward Trust Edmonton);
- Agreements for the purpose of responding to a disaster or emergency;
- Agreements between federal entities and controlled corporations;
- Agreements with the Canadian Armed Forces;
- Agreements involving the municipalities of Banff, Jasper, and Lloydminster;

- Mortgage agreements with the Canada Mortgage and Housing Corporation.

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

Intake Process

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

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

The intake form is available on the [Federal Agreements and the Municipal Sector website](#) and was also provided by email to all municipalities.

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

The Government of Alberta [budgetary documents](#), [strategic plans](#), and [mandate letters](#) are available to provide an overview of government priorities. If you have any additional questions about the intake process or exemptions, please contact the PPA team via email: ma.provincialprioritiesact@gov.ab.ca.

Review Process

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

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

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

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

Agreement Eligibility

Since the launch of the PPA and PPR we have received several questions regarding specific grants. While this list is non-exhaustive, grant agreements under the following programs and organizations do not need to be submitted as they are not subject to the PPA. In addition, agreements where the province is a signatory do not need to be submitted.

- Investing in Canada Infrastructure Program
- Canada Community-Building Fund
- Canadian Council of Archives Funding
- Federation of Canadian Municipalities
- Fire Smart Agreements
- Payment in Lieu of Taxes program
- Environmental assessments without funding components
- First Nation and Metis Settlement agreements

Contact Information

Additional information regarding the *PPA* and *PPR* can be found on the [Federal Agreements and the Municipal Sector](#) website, and additional questions can be directed to Municipal Affairs using the contact information below.

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

Phone: 780-422-7125

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

Email: ma.provincialprioritiesact@gov.ab.ca

Website: [Federal agreements and the municipal sector | Alberta.ca](#)

Source URL: rmaalberta.com/news/rural-priorities-in-bill-7-water-amendment-act/?utm_source=Contact+Newsletter&utm_campaign=271781ae86-Contact_2025_COPY_01&utm_medium=email&utm_term=0_ad7c2a0493-271781ae86-390811449

Rural Priorities in Bill 7: Water Amendment Act

Posted on: November 14, 2025



The Government of Alberta has introduced Bill 7: Water Amendment Act, 2025, alongside their ongoing water availability engagement. These initiatives aim to modernize Alberta's water management system while addressing growing demand and recurring drought conditions.

Bill 7 Overview

Bill 7

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_2/20251023_bill_007.pdf) introduces significant changes to the Water Act. RMA is continuing to evaluate the changes and their potential impacts. According to the Government of Alberta, Bill 7 will address the following:

- New definitions (return flow, water for reuse) to enable conservation and reuse.
- Expanded license amendment options, including changes to diversion points and timing, provided no adverse effects occur.
- Mandatory timelines for application reviews to reduce delays.
- Disclosure requirements for agreements related to assignments, licenses, and transfers; some details may be made public.
- Lower-risk inter-basin transfers, subject to ministerial approval and strict criteria, although this criteria has not yet been defined.

Water Availability Engagement Overview

Prior to the introduction of Bill 7, The Government of Alberta consulted on potential changes to increase water availability for economic development. RMA participated in Phase 2 of the provincial engagement, emphasizing:

- Support for streamlined licensing processes to improve access, provided safeguards prevent adverse impacts on other users.
- Conditional support for changes to points of use and diversion, with calls for clear definitions of "adverse effect."
- Opposition to reduced approval requirements for inter-basin transfers, even those deemed "low risk," citing environmental and transparency concerns.

RMA also prioritized the need for transparent data, strong conservation measures, and meaningful consultation before any legislative changes proceed.

Next Steps

RMA will continue advocating rural priorities as regulations under Bill 7 are developed and water management reforms progress. Additionally, RMA is developing a member facing resource that will analyze Bill 7 in more detail, which is expected to be released in the coming weeks.

For more information visit: rmaalberta.com

Sahaj Kaur

Policy Advisor

825.319.2400

sahaj@rmaalberta.com (mailto:Sahaj@rmaalberta.com)

Warren Noga

Manager of Policy and Research

825.319.2285

warren@rmaalberta.com (mailto:warren@rmaalberta.com)



Chris Warkentin, MP
Grande Prairie

News Release

FOR IMMEDIATE RELEASE
OTTAWA – November 5, 2025

WARKENTIN OPPOSES COSTLY BUDGET THAT WILL MAKE LIFE EVEN MORE UNNAFORDABLE FOR CANADIANS

The Liberal government finally tabled their budget. This comes following an unprecedented delay which should have seen this budget tabled far earlier in the year.

Conservatives have been clear in our demands for an affordable budget for an affordable Canada. We want to reverse the higher prices, lower paycheques and bigger bills that the Liberals have created. Unfortunately, these budget demands have not been met.

With \$141 Billion of new spending and a projected deficit of \$78 Billion, this budget will undoubtedly make life more unaffordable for Canadians. It is a failure. Mark Carney is clearly taking a page from Justin Trudeau's costly playbook. Each dollar spent in the budget is not abstract – it comes from the pockets of hardworking Canadians through taxes and inflation.

After ten years, Canadians have had enough of paying for Liberal failures. Canada's debt is to the point where people are paying more in interest servicing fees than what the federal government sends to provinces for annual healthcare funding. This amount is more than all the GST collected by the government every year.

"This is an unaffordable budget that will make life unaffordable for average Canadians," said Warkentin. "This level of spending is utterly reckless and completely unsustainable. It will add record debt onto future generations."

Warkentin added, "This is a budget that will make Mark Carney's banker and bond holder buddies wealthy while making average Canadians poorer."

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For more information, please contact: (613-992-5685), or chris.warkentin@parl.gc.ca



From: Nafaa Haddou
Sent: November 22, 2025 6:47 AM
To: MD of Spirit River 133 <mdsr133@mdspiritriver.ab.ca>
Subject: Congratulations on Your Election Tony

Hi Tony,

Congratulations on your successful election! We're excited to see the positive impact your leadership will have in the coming term. As with any shift, I'm sure there are many mandates and policies you are looking to implement or change to better serve your community.

If wildfire readiness is on your list, FireSafe can help. We are a wildfire intelligence, risk management platform that uses cameras, sensors, satellite imagery, and environmental data to detect, predict, and simulate wildfires in real time. We give communities, emergency responders, and asset owners actionable insights so they can prioritize mitigation, improve early warning, and reduce losses to people, infrastructure, and ecosystems.

With our wildfire intelligence and detection network. We land on cameras you already run, add risk insight, and route clear alerts to the right people. Expand with our Mobile Detection Units and our Pole Mounted Units, depending on your needs, to bridge coverage gaps.

I'd welcome the chance to continue the conversation about wildfire detection and reduction.

[Book a meeting](#)

Best,

Nafaa Haddou, Co-Founder & CEO
FireSafe AI
<https://firesafe.live>
+1 587-402-9156
Edmonton, Alberta, Canada



Lift Her Up Email Introduction

Good Day!

In light of the Canada Post strike, I wanted to reach out directly in case our recent mailings didn't make it your way. Last week, we shared preliminary information about the **Lift Her Up** campaign — and I want to ensure you have the opportunity to learn more and get involved.

Lift Her Up is more than a campaign. It's a movement to create political spaces across Alberta that are safe, respectful, and inclusive for everyone. What began as a pledge to campaign without hate has grown into a province-wide call for change — one that challenges harassment, sexism, and abuse in politics and empowers leaders to model dignity, respect, and equity.

At the Alberta Council of Women's Shelters (ACWS), we know that culture change begins with awareness, dialogue, and commitment. That's why we've developed the **Lift Her Up training curriculum** — a learning experience designed specifically for elected officials, municipal teams, and community leaders.

Through this training, participants will:

- Explore the real-world impacts of gender-based harassment and violence in political life.
- Gain tools to foster safer, more inclusive workplaces and council chambers.
- Build shared accountability and take practical steps toward lasting change.

Starting in early 2026, ACWS facilitators will offer both **in-person and virtual sessions**. These sessions aren't just about information — they're about reflection, collaboration, and action. We want to support municipalities in leading by example and shaping communities where everyone can participate in civic life free from fear or harassment.

We invite you to review the attached materials, share them with your council and colleagues, and consider booking a session for your municipality. Together, we can ensure that Alberta continues to lead the way in creating spaces where all voices are valued and respected.

Thank you for your time, leadership, and commitment to this important work.

Sincerely,

Catherine (Cat) Champagne
Executive Director
Alberta Council of Women's Shelters
cat.champagne@acws.ca



September 2025

Dear Colleagues,

As we prepare for Alberta's upcoming municipal elections, I am proud to share with you the next chapter of the Lift Her Up campaign. Since 2017, Lift Her Up has stood as a call to action against the harassment, discrimination, and harmful rhetoric that too often silence women and gender-diverse leaders in political life. What began as a pledge to campaign without hate has grown into a province-wide movement to build respectful, inclusive, and safe spaces in our municipal governments.

Enclosed in this package, you will find a high-level overview of the campaign, a roadmap of what's ahead, and answers to common questions. I invite you to take a few minutes to review these materials, not only to understand the campaign but to prepare your council and administration for what's next after the election.

This year, we are especially excited to introduce a new, **two-hour training curriculum** developed by the Alberta Council of Women's Shelters (ACWS). This curriculum is unique: it equips municipal councils and administrators with practical strategies to recognize, interrupt, and prevent harassment, while fostering governance rooted in dignity and respect. It is more than an educational resource — it is a tool for cultural change, designed specifically for the realities of political life in Alberta.

Right now, we ask you to **read through the enclosed materials** so that you and your elected officials are ready for the next phase. Following the election, your municipality will receive a second package containing the Lift Her Up pledge, a custom-designed pin, and details on how to access the curriculum. This is where commitment becomes action, and where leaders can publicly stand for inclusion, equity, and safer communities.

On behalf of ACWS, thank you for your participation and for the leadership you provide in your communities. Together, we can build a political culture that inspires hope, honours diversity, and reflects the dignity every Albertan deserves.

With respect and gratitude,

Cat Champagne

Executive Director

Alberta Council of Women's Shelters



Lift Her Up: Turning Respect into Action

Where it Began

In 2017, the Alberta Council of Women's Shelters (ACWS) launched Lift Her Up in direct response to a rise in misogynistic rhetoric in politics. Most famously the chant "Lock Her Up." Concerned by the impact on women seeking public office, ACWS created a non-partisan pledge and movement to champion respect, inclusion and issue-focused debate.

That year, 324 candidates across 26 communities signed the pledge to campaign without hate, sexism or personal attacks.

Why it Matters

Women and gender-diverse leaders continue to face disproportionate levels of harassment, discrimination and exclusion in political life. These systemic barriers discourage capable leaders from stepping forward, and weaken the health of our democracy.

Lift Her Up calls on leaders to reject harmful rhetoric and instead foster respectful, inclusive spaces where everyone can participate.

What's New in 2025

This year, Lift Her Up goes beyond a pledge.

ACWS is introducing a new municipal training curriculum designed specifically for councils and administrations. This two-hour session provides practical tools to:

- Recognize, interrupt, and prevent harassment.
- Build cultures of equity, respect, and accountability.
- Strengthen inclusive governance practices across Alberta municipalities.

By pairing this curriculum with the pledge and pin, Lift Her Up ensures leaders aren't just making commitments, they're gaining the skills to follow through.

The Invitation

Lift Her Up invites municipal leaders to:

1. Complete the training curriculum – practical learning that equips councils and staff to prevent harassment and build safe workplaces.
2. Sign the pledge – a commitment to lead and serve with dignity, respect and inclusion.
3. Wear the pin – a visible marker of your stand for safer, more inclusive communities.

Lift Her Up is about more than words. With training, education and visible leadership, it's a movement to create political spaces where dignity, respect and equality guide every decision.

What to Expect

September

Overview Kit

November

Pledge and Curriculum Kit

Spring 2026

Training Delivered

October 20

Municipal Election

November &
December

Take the Pledge

Buy and Book Your Training





Frequently Asked Questions

What is the *Lift Her Up* pledge?

The pledge is a public commitment to uphold dignity, respect, and inclusion in municipal leadership. By signing the pledge, leaders affirm their role in rejecting harassment and discrimination and fostering safer political spaces.

What does the pin represent?

The *Lift Her Up* pin is a visible marker of leadership. When worn, it signals a stand for equity and respectful governance. Every office will receive pins so that all council members and staff can take the pledge and wear the symbol proudly, not just elected officials.

Why is training part of the campaign?

Commitments matter most when backed by action. ACWS has created a **two-hour, in-person training** led by experienced facilitators. The curriculum is designed specifically for councils and administrations and will:

- Provide practical tools to recognize and interrupt harassment.
- Strengthen cultures of accountability and respect.
- Build inclusive governance practices.

Trainings will begin rolling out across Alberta in **early 2026**.

What should we do now?

1. Review this package with your team.
2. Share the information with your council and staff.
3. Prepare to support your elected officials in signing the pledge, wearing the pin, and participating in the training after the election.

Who pays for the training?

Municipalities will be responsible for covering training costs. ACWS will provide clear information on pricing, scheduling, and logistics in the Pledge and Curriculum Kit.

How will we schedule a training?

Each municipality will receive a link and QR code in the next kit with instructions for booking directly with ACWS.

Is the training mandatory?

No. But participation demonstrates visible commitment to respectful leadership and will help councils align with best practices in equity and inclusion.

Who should attend the training?

The training is designed for entire councils and their senior staff. It works best when taken together, creating a shared foundation of respect and accountability.

Lift Her Up is more than a pledge. It's training, action, and visible leadership. A movement to ensure Alberta's political spaces reflect dignity, safety, and equality for all.



Top 3 Things You Need to Know

1. The Pledge & Pin

- Every council member and staff in your office will have the chance to sign the pledge.
- Each person receives a *Lift Her Up* pin as a visible symbol of respect and inclusion.

2. The Training

- A two-hour, in-person session facilitated by ACWS experts.
- Designed for councils and senior staff to complete together.
- Trainings begin in early 2026.

3. What's Next

- Right now: Review this package and share with your council/administration.
- After the election: You'll receive a second kit with the pledge, pins, and registration details for the training.
- Your leadership in preparing your office ensures a smooth rollout.



Lift Her UP

=

Commitment

+

Action

+

Visible Leadership

Together, we can
build safer, more
inclusive political
spaces across
Alberta.



Scan the
QR code to
learn more

Monty Bremont

From: Nicole Nelles
Sent: November 27, 2025 4:22 PM
To: Nicole Nelles
Subject: Twentieth Edition: odds and ends of value

Good day Northwest economic development champions,

An extra newsletter this month with a few valuable tools and timely Northwest news and events:

[Alberta Living Wage Network Releases 2025 Living Wage Rates in partnership with 21 Communities — Alberta Living Wage Network](#)

The Alberta Living Wage Network has released its 2025 living wage rates for 21 communities, showing that 15 saw increases driven by rising housing, child care and transportation costs. The updated rates highlight growing affordability pressures across the province. Alberta's \$15.00 minimum wage not covers only 50 to 80 per cent of what is needed to meet the basic costs in most municipalities. The Network notes that economic challenges in 2025, especially high shelter costs, continue to strain both households and businesses. Many minimum wage earners are women, immigrants and heads of households, underscoring broader equity concerns. The Network emphasizes that paying a living wage strengthens worker well-being, helps employers recruit and retain staff, and supports more resilient local economies.

The 2025 Living Wage s are as follows:	2024 Living Wage Rates by Community:
Airdrie: \$29.00/hr Up 19.3% from last year	Airdrie: \$24.30
Barrhead: \$21.55/hr Down 12.0% from last year	Barrhead: \$24.50
Bonnyville: \$22.15/hr Down 6.1% from last year	Bonnyville: \$23.60
Brooks: \$22.00/hr Up 18.9% from last year	Brooks: \$18.50
Calgary: \$26.50/hr Up 8.4% from last year	Calgary: \$24.45
Cold Lake: \$19.10/hr Down 2.3% from last year	Cold Lake: \$19.55
Drayton Valley: \$20.35/hr Up 2.5% from last year	Drayton Valley: \$19.85
Edmonton: \$22.30/hr Up 7.0% from last year	Edmonton: \$20.85
Fort McMurray: \$23.00/hr Down 2.1% from last year	Fort McMurray: \$23.50
Grande Prairie: \$21.80/hr Up 15.6% from last year	Grande Prairie: \$18.85
High River: \$23.40/hr Up 8.8% from last year	High River: \$21.50
Jasper: \$31.80/hr Up 1.3% from last year	Jasper: \$31.40
Lethbridge: \$22.30/hr Up 11.5% from last year	Lethbridge: \$20.00
Lloydminster, AB/SK: \$21.65/hr Up 15.5% from last year	Lloydminster AB/SK: \$18.75
Medicine Hat: \$18.15/hr Up 3.4% from last year	Medicine Hat: \$17.55
Red Deer: \$20.65/hr Up 9.3% from last year	Red Deer: \$18.90
Rocky Mountain House: \$21.85/hr Down 8.0% from last year	Rocky Mountain House: \$23.75
Special Areas: \$21.25/hr Down 6.0% from last year	Special Areas: \$22.60
Spruce Grove: \$23.70/hr Up 14.8% from last year	Spruce Grove: \$20.65
St. Albert: \$25.60/hr Up 17.7% from last year	St. Albert: \$21.75

Stony Plain: \$24.30/hr Up 14.1% from last year	Stony Plain: \$21.30
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Exciting news to share: the renewed [Investment and Growth Fund webpage](#) providing program overview, eligibility criteria, how to apply – including a list of designated Intake Organizations with contact information -- and links to the news releases of the announced IGF projects to date is now live. Investors are encouraged to contact an intake organization to learn more about the program, determine their eligibility and to initiate the application process.

The renewed IGF to enhance program transparency, increase visibility and direct investors to the appropriate designated Intake Organizations – some of whom are key stakeholders of yours as well.

The Investment and Growth Fund (IGF) was launched in 2021. To date, IGF has attracted 16 successful new and expansion investments to the various regions in Alberta to support over 1,375 permanent full-time jobs and over 1,650 temporary jobs, with total private capital investment of more than \$1 billion. IGF has leveraged approximately \$29 in private investment for every \$1 in IGF funding.

As always, reach out and I will connect you to the IGF program team to answer any questions that arise out of investment inquiries that may come to you through your stakeholders.

[Government of Alberta- Alberta Community Partnership](#)

This program helps municipalities by providing support for regional collaboration and capacity building initiatives.

- Intermunicipal Collaboration Deadline: Open until November 28, 2025
- Municipal Restructuring Deadline: Open until January 15, 2026
- Mediation and Cooperative Processes Deadline: Open until February 3, 2026

[FCM- Sustainable Municipal Buildings](#) - Deadline December 19, 2025

Retrofit of existing municipal buildings still open!

FCM provides funding for retrofits of municipal buildings. The Sustainable Municipal Buildings offer enables municipalities and their partners to meet best practice targets for energy consumption and heating demand, resulting in buildings that meet national net-zero targets while striving to deliver additional benefits in potable water conservation, sustainable materials management, biodiversity and ecological function.

[Government of Canada- AgriStability](#) – Intake open December 2025

AgriStability is one of the Business Risk Management programs under the Sustainable Canadian Agricultural Partnership (Sustainable CAP). AgriStability protects Canadian producers against large declines in farming income for reasons such as production loss, increased costs and market conditions. AgriStability is a margin based program designed to help producers manage large income declines.

[CanExport Community Investments](#) - Applications accepted January 5 to 30, 2026

Canadian community-level, non-profit organizations can get non-repayable grants of up to \$500K. These grants cover up to 50% of eligible expenses to help attract, retain, and expand foreign direct investment (FDI).

[Alberta Youth Employment Incentive](#)- The Alberta Youth Employment Incentive makes it easier—and more rewarding—for employers to bring young talent into their business. Qualified employers can receive up to \$7,500 to hire Albertans aged 15 to 24, helping you fill workforce needs today while investing in the skilled workforce of tomorrow.

This program is funded by the Government of Alberta and administered by CAREERS: The Next Generation, a non-profit with nearly 30 years of experience connecting youth and employers across the province. Applications are now open and funding will be available on a first come first serve basis.

February 17-19, 2026 [Growing the North](#)

May 13-14, 2026 [Peace Region Energy Show](#)

The strength of Alberta is made here,