



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 Council
Agenda for Regular Council Meeting RM.10.26
9:00 a.m., Wednesday, May 27, 2026

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, May 27th, 2026 beginning at 9:00 a.m.

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17.	<u>CLOSED MEETING (FORMERLY IN-CAMERA)</u> Closed Session as per Municipal Government Act R.S.A. 2000, Section 197 (4) to discuss:	
A.	<i>Intermunicipal Relations (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 26)</i>	
18.	<u>ADJOURNMENT</u>	



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 Council
Minutes for Regular Council Meeting RM.09.26
9:00 a.m., Wednesday, May 13, 2026

1

The Regular Meeting of the Council of the Municipal District of Spirit River No. 133 was 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, May 13th, 2026 beginning at 9:11 a.m.

In attendance:

Council Members: Reeve Tony van Rootselaar
Deputy Reeve Dean Wark
Councillor Shelley Rozecki
Councillor Evelyn Bzowy

Absent: Councillor Bernie Schoorlemmer

Administration: Shirley Hayden, CAO
Monty Bremont, Assistant CAO
Rebecca Fitzsimmons, Recording Secretary

1.

CALL TO ORDER

Call to order by Reeve van Rootselaar at 9:11 am.

2.

AGENDA ADDITIONS

Addendum Package RM 09-26:
Closed Items 17.D. and 17.E.

3.

ADOPTION OF THE AGENDA

MOTION 233.05.13.26 Moved by Councillor Bzowy to accept the Agenda for Regular Council Meeting RM 09-26 with the Addendum package items:

- Closed Item 17.D. for the purpose of discussing Economic and Other Interests, per Municipal Government Act R.S.A. 2000, Section 197 (4);
- Closed Item 17.E. for the purpose of discussing Economic and Other Interests, per Municipal Government Act R.S.A. 2000, Section 197 (4).

Carried unanimously.

MOTION 234.05.13.26

Moved by Councillor Bzowy to enter closed session at 9:11 am per Municipal Government Act R.S.A. 2000, Section 197 (4), to discuss:

- A. Intermunicipal Relations (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 26)
- B. Third Party Business Interests: (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 16, Third Party Business Interests)
- C. Economic and Other Interests: (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 30, Economic and Other Interests)

D. Economic and Other Interests: (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 30, Economic and Other Interests)

E. Economic and Other Interests: (Access to Information Act, Part 1, Division 2, Exceptions to Disclosure ATIA Section 30, Economic and Other Interests)

Carried unanimously.

Councillor Rozecki joined meeting at 9:11 am.

Closed Meeting began at 9:11 am.

MOTION 235.05.13.26 Moved by Deputy Reeve Wark to come out of closed session at 11:20 am.
Carried unanimously.

Regular Meeting RM 09-26 resumed at 11:20 am.

Reeve van Rootelaar left Council Chambers at 11:20 am, and returned to Council Chambers at 11:40 am.

Public Works Supervisor Dave Johnson entered the Regular Meeting at 11:20 am.

MOTION 236.05.13.26 Moved by Councillor Bzowy to accept the legal information as presented.
Carried unanimously.

MOTION 237.05.13.26 Moved by Deputy Reeve Wark to accept the Cenera proposal for information.
Carried unanimously.

MOTION 238.05.13.26 Moved by Councillor Rozecki to accept the draft Intermunicipal Collaboration Framework between the Village of Rycroft and the Municipal District of Spirit River No. 133, with amendments as presented, further the draft agreement be forwarded to the Village of Rycroft for review.
Carried unanimously.

MOTION 239.05.13.26 Moved by Deputy Reeve Wark to accept the Fire and Farm Day Care Feasibility Study as information.
Carried unanimously.

MOTION 240.05.13.26 Moved by Councillor Rozecki to invite Ryan Squires Director of Central Peace Health Complex to attend as delegation to the July 8th, 2026 G5 meeting, and further inquire to coordinate an opportunity for one appointed member of each Municipality belonging to the G5, to tour the facility.
Carried unanimously.

4. ADOPTION OF PREVIOUS MINUTES

- A. MOTION 241.05.13.26 Moved by Councillor Bzowy to accept the minutes for RM 08-26 Regular Meeting as presented.

Carried unanimously.

- B. MOTION 242.05.13.26 Moved by Councillor Rozecki to accept the minutes for SM 01-26 Special Meeting as presented.

Carried unanimously.

5. DECLARATION OF INTEREST

6. COUNCILLOR ABSENCES

7. PUBLIC HEARING

8. DELEGATIONS

9. BUSINESS ARISING FROM MINUTES

- A. MOTION 243.05.13.26 Moved by Deputy Reeve Wark to accept letter from Council of the MD of Spirit River regarding a Formal Expression of Interest requesting consideration for Regional Water Service Tie-In, for information.

Carried unanimously.

10. REPORTS

A. AGRICULTURAL FIELDMAN REPORT

- MOTION 244.05.13.26 Moved by Deputy Reeve Wark to accept Agricultural Fieldman report for information

Carried unanimously.

B. PUBLIC WORKS REPORT

- MOTION 245.05.13.26 Moved by Councillor Bzowy to accept Public Works report for information.

Carried unanimously.

Councillor Rozecki left Council Chambers at 11:49 am and returned to Council Chambers at 11:51 am.

Public Works Supervisor Dave Johnson left Council Chambers at 11:55 am.

C. FINANCE REPORT

- MOTION 246.05.13.26 Moved by Councillor Rozecki to accept the Finance Report for information.

Carried unanimously.

D. CAO REPORT

- MOTION 247.05.13.26 Moved by Councillor Rozecki to accept the CAO report for information.
Carried unanimously.

Reeve van Rootseelaar recessed Meeting RM 09-26 at 12:13 pm and meeting reconvened at 12:24 pm.

E. COUNCIL REPORTS

- MOTION 248.05.13.26 Moved by Reeve van Rootseelaar to accept the Regional Water Supply System Committee report and the Central Peace Medical Clinic report for information.
Carried unanimously.

- MOTION 249.05.13.26 Moved by Councillor Rozecki to accept Deputy Reeve Wark's Fire Commission Report for information.
Carried unanimously.

CAO Shirley Hayden left Council Chambers at 12:51, and returned at 1:09 pm.

11. TABLED ITEMS AND OLD BUSINESS

12. RECOMMENDATIONS FROM COMMITTEES

13. NEW BUSINESS

- A. MOTION 250.05.13.26 Moved by Councillor Bzowy to send a letter to the Spirit River High School Reunion Committee regarding the grant request for the 50-year reunion event, relaying that due to budget constraints an in-kind contribution will be provided in the form of advertising space for the reunion event in the MD Newsletter.
Carried unanimously.

- B. MOTION 251.05.13.26 Moved by Deputy Reeve Wark to send a response letter to Central Peace Health and Wellness Coalition expressing appreciation and support for the work they have done and continue to do in the area, further that the MD declines the invitation to appoint a member of Council to the Coalition at this time.
Carried unanimously.

- C. MOTION 252.05.13.26 Moved by Councillor Rozecki to accept the Wheatland County Agricultural Service Board Summer Tour for information.
Carried unanimously.

- D. MOTION 253.05.13.26 Moved by Deputy Reeve Wark that Council approve the attendance by CAO Hayden to the 2026 Alberta Rural Municipal Administrators Association (ARMAA), with registration, travel and accommodation expenses allocated in the budget under 'Training' and 'Subsistence'.

Carried unanimously.

CFO Elena Valdes entered Council Chambers at 1:16 pm.

Deputy Reeve Wark left Council Chambers at 1:18 pm, and returned at 1:20 pm

- E. MOTION 254.05.13.26 Moved by Councillor Bzowy to adopt the Property Tax and Requisitions Breakdown pamphlet with amendment specifically to include QR Code with link to Final Budget available in the MD's Website showing total MD cost of operations represented on a pie chart.

Carried unanimously.

- F. MOTION 255.05.13.26 Moved by Deputy Reeve Wark that Council direct Administration to send letter to the G5 municipalities proposing a cost-share agreement regarding Alberta Traffic Safety Funding pertaining to installation of traffic safety signs for the following locations:

- Hwy 2 & Hwy 49 (All 4 sides)
- Hwy 731 Hill (to Hwy 49)
- East Entrance to Spirit River
- West Entrance to Rycroft (Nardam)

Carried unanimously.

- G. MOTION 256.05.13.26 Moved by Deputy Reeve Wark that Council authorize Administration to offer use of the MD bus to the Central Peace Health and Wellness Coalition as per the Coalition request, for transport of attendees to the June 1st, 2026 Seniors Week event happening at Working Hall.

Carried unanimously.

- H. MOTION 257.05.13.26 Moved by Councillor Bzowy that Council provide support to the Alberta NW Command through purchase of an advertisement in the 20th annual edition of the Royal Canadian Legion Service Recognition Book in the amount of \$690.00, to come from 'Donations to Organizations'.

Carried unanimously.

Assistant CAO Monty Bremont left Chambers at 1:45 pm and returned at 1:50 pm.

14.

BYLAWS

15. CORRESPONDENCE AND INFORMATION

MOTION 258.05.13.26 Moved by Councillor Rozecki to contribute \$500 to the Central Peace Fire Fighter's Association 6th Annual Golf Tournament, to come from 'Donations to Local Groups & Orgs'.
Carried unanimously.

MOTION 259.05.13.26 Moved by Deputy Reeve Wark to accept Information and Correspondence Items A through X for information.
Carried unanimously.

16. COUNCIL ISSUES AND CONCERNS

17. CLOSED MEETING (FORMERLY IN-CAMERA)

18. ADJOURNMENT

Reeve van Rootselaar adjourned meeting RM 09-26 at 1:57 pm.

These minutes approved this _____ day of _____, 2026.

Reeve
Tony Van Rootselaar

CAO
Shirley Hayden



MD of Spirit River 2025 Return on Investment

FROM PEACE LIBRARY SYSTEM

\$1 = \$30.80

Every \$1 invested returns \$30.80 in value

Total Value Delivered

\$204,754

Value of PLS services and savings

Community Investment

\$6,648

Municipal + resource funding

Services & Savings

Technology Services

IT support & maintenance — **\$30,000**

Website hosting & support — **\$4,800**

Internet — **\$25,000**

Resource Sharing

Interlibrary loan — **\$20,212**

Digital borrowing — **\$120,050**

Collection Savings

Print acquisitions — **\$6,412**

Non-print — **\$400**

Shared Services

Marketing — **\$800**

At a Glance

Population Served	653
Municipal Funding	\$4,577
Allotment Resources	\$1,796
Board Fee	\$275
Total Investment	\$6,648
Returned to Library	\$1,469

PLS administers provincial funding, returning the majority directly to libraries.

Core Services Include:

- Shared catalogue & mobile app
- IT & website support
- Bulk purchasing discounts
- Staff training & consulting
- Access to digital collections & databases

How values are calculated

Technology = equivalent annual retail service costs

Resource sharing = cost of purchasing borrowed items independently

Collection savings = bulk purchasing discounts through PLS



Why This Investment Matters

Resource sharing delivers the greatest value—giving residents access to far more materials without requiring local purchase.

PLS enables small and rural libraries to offer services comparable to larger systems through shared infrastructure, collections, and expertise.



What PLS Membership Provides

For Residents

- Access to 3M+ items through the TRAC consortium
- Free digital content (ebooks, audiobooks, magazines, and more)
- Access to databases like Ancestry, LinkedIn Learning, PressReader, Solaro, and more
- Province-wide and national borrowing access
- Free public internet access via SuperNet



For Libraries

- Interlibrary loan and delivery services
- Integrated library system (TRAC) & mobile app
- Bulk purchasing discounts (35-40%)
- Cataloguing and processing by trained professionals
- IT support, network security, and website hosting
- Digital collections and accessible formats (CELA/NNELS)
- Staff training, consulting, and knowledge sharing



Your library delivers measurable value to your community every day.

2025 ANNUAL REPORT

MD OF SPIRIT RIVER

LIBRARY SERVICES TO THE MD OF SPIRIT RIVER

The Municipal District (MD) of Spirit River provides library services to its residents, in conjunction with the Peace Library System, primarily through two adjacent municipal libraries – Spirit River Library and Rycroft Community Library.

2025 HIGHLIGHTS



Spirit River and Rycroft libraries circulated 5,929 physical items to residents, including 1,680 from libraries around the province to meet borrower requests. In addition, patrons borrowed 2,849 electronic items, nearly double the 2023 total.

PROGRAMS

Children in the area participated in the province-wide Summer Reading Program events, including 15 at Rycroft. Other programming highlights of the year include:

SPIRIT RIVER

- Summer Reading Program
- Writers Group
- Stitch Club
- Free Movie Events
- Game nights
- Seniors Outreach
- Art Show and Sale fundraiser
- Craft Show fundraiser

RYCROFT

- Storytime programs
- Kids Kreate program
- Youth Time for teenagers
- Community Cafe
- Brain Break and Silent Reading clubs
- Seniors outreach
- Holiday celebrations
- 225 volunteer hours

MD MEMBERSHIP FEES TO PEACE LIBRARY SYSTEM

\$6,647.96

LIBRARY MATERIALS GOING INTO LIBRARIES

\$1,469.24



● Spirit River Library	\$734.62
● Rycroft Municipal Library	\$734.62

CONTRIBUTION TO ERESOURCES & EBOOKS

\$326.50

LIBRARY SERVICES RECEIVED

\$4,577.54

- Sharing library resources in the region
- Access to digital resources – from home or library
- Ordering, processing, cataloging, and delivery of materials
- Conferences and continuing education events
- Large print books and books on CD
- eBooks
- Author reading subsidy
- Professional consultants
- Technology support—Polaris, SuperNet, wifi, websites

LIBRARY BOARD SERVICES

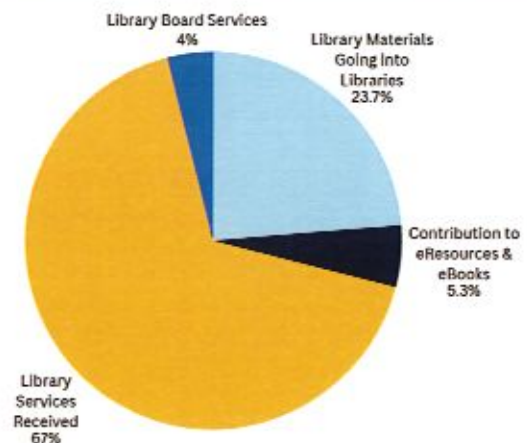
\$274.66

PROVINCIAL CONTRIBUTION

A Library Services Grant was provided by Alberta Municipal Affairs on behalf of the municipal population. The System distributes this operating grant to the library service points based on a formula provided by the MD.

Operating Grants Paid to Libraries:

Spirit River Library	\$2,011.46
Rycroft Municipal Library	\$2,011.46
	\$4,022.92





**PUBLIC WORKS DEPARTMENT
DIRECTOR'S REPORT
DATE: May 27th, 2026**

Administrative	Seasonal staff replacing flooring in Admin building - flooring was removed due to water damage during spring melt;	
Grading	Grading ongoing, still fixing some washouts resulting from spring run-off;	
Plowing		
Gravel	Gravelling ongoing; Roads complete for: <ul style="list-style-type: none"> • Twp 772, from Hiway 731 west to RR 70; • RR 62 north of Hiway 49 to Twp 790; • RR 62 south of Public Works shop to Twp 783; • Twp 783 from RR 62 to RR 63; • Working on Twp 780 from RR 54 to Hiway 731; 	
Culvert Installation/Repair		
Washouts		
Brushing		
Signage	Replacing signs throughout the MD; Additional signs "No Swimming" installed at Nardam, dugout on 54, and dugout on 780;	
Bridge Files		
Nardam	Replaced flagpole & MD flag; Installed "No Swimming" sign; Removal & clean up of deadfall underway;	
Public Works Shop		
Equipment		
Training		
Ratepayer Comments	Waiting on residential and commercial ratepayers for final confirmation for dust control; Calcium application scheduled to begin June 1 st ;	
Miscellaneous	Toured MD with CAO and RMA rep viewed MD assets with RMA Insurance representative – suggested removing cook stove at Nardam; actions underway to address deadfall; Public Works Quarterly Safety Meeting May 20 th , 2026 Public Works Appreciation Lunch May 20 th , 2026	

MD OF SPIRIT RIVER

AGRICULTURAL FIELDMAN REPORT

DATE: May 19th, 2026

SUBMITTED BY: Agricultural Fieldman, Simon Amting

ANNUAL OPERATING PROGRAMS, PROJECTS AND ACTIVITIES:

<i>Program/Activity/Project</i>	<i>Timeline</i>	<i>Comments</i>
PRAAAF Update & Outreach/ Extension		AG Safety June 10 th – Rycroft GOV ASB Field Visit June 25 th ASB Meeting June 30 th Crop Reporting for Government
Roadside Mowing	Ongoing	New Shulte Mower and Sidearm should will be delivered any day now.
General		
Weed Management & Pest Managment	Ongoing	Revisiting Weed sites from 2025 looking for new growth. Getting Spray Truck ready for the season. Wild Boar Tail delivery to Collection site in Fairview Have been in contact with CN, Julliane put me in contact with the Herbicide Management Department and the brush control department.

Cemeteries	Ongoing	Grounds maintenance will go underway now that the snow is gone.
Nardam Campsite	Ongoing	Campsite is up and running, so far one camper. Will be maintaining and conducting grounds maintenance at Nardam. Orchard trees delivered June 8 th , Will be seeding and fertilizing lawn at Nardam.
Seasonal Staff	Ongoing	Two Seasonals started on May 19 th
Safety for Public Works	Ongoing	Safety Meeting May 20 th before Public works Lunch
Rate Payer Concerns & Compliments		

The Finance Department continues to focus on financial oversight, regulatory compliance, grant administration, audit follow-up, and supporting Council with ongoing financial planning and reporting requirements.

Bursary Program Information & Annex 1

- Information regarding the municipal bursary program is attached to this report for Council review.
- Each year, the municipality designates a specific funding amount to support bursaries for eligible applicants within the community. For the current year, a total of \$5,000 has been allocated toward the bursary program.
- Attached to this report is a copy of the current bursary application form available through the MD website.

Recommendation for Application Improvements

- Administration would like Council to consider supporting improvements to the bursary application process and formatting.
- Potential improvements may include transitioning the application process to a strictly online format or redesigning the current application into a more visually friendly and user-accessible version.
- These changes could improve accessibility, streamline submissions, and provide a more modern and efficient application experience for applicants.

Insurance & Asset Review

- The Finance Department is currently working with RMA Insurance for an accurate review of municipal assets and contract updates related to newly acquired and retired assets.

FCSS Financial Transition & Annex 2

- A final meeting with FCSS was facilitated, during which financial matters and year-end balances were reviewed and discussed.
- Final payout has been submitted to FCSS as of Friday May 22nd 2026.
- A formal letter was also provided confirming that FCSS will still be included within the municipality's audit scope for the first quarter of 2026. Letter attached.

CRA & Reserve Review

- The Finance Department is currently reviewing the CRA account for any outstanding balances related to recent GST updates and reassessments.
- Administration is also preparing an updated reserves document for Council review, including a detailed breakdown and summary of findings related to available reserves and allocations.

Donations Reporting & Annex 3

- Attached to this report is a breakdown of current donations and remaining available funding allocations.
- If Council wishes, Administration can provide an updated donations summary on a monthly basis to assist with ongoing review and decision-making.



MD of Spirit River #133 2025 Bursaries Program

Eligibility

	Applicants must be dependents of residents or residents of the Municipal District of Spirit River #133
	Applicants must be entering full-time studies at a post secondary institution in Canada, such as University or community college and on-line programs.
	Applicants which will be accepted must be either graduating students and adults wanting to return for upgrading.

Scholarships

	Students entering University or College are eligible for \$1,000 scholarship
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Selection Criteria

	Applicants must demonstrate their past leadership qualities and/or commitment to their communities and in helping others. Applicants must also illustrate how their course of study will assist them in the future to exercise leadership and/or to continue to demonstrate their commitment to their communities and to others in Northern Alberta.
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Note

	This year a total of four scholarships of \$1,000 will be awarded. Please have your applications in before July 31, 2025.
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Address

Municipal District of Spirit River #133
 Box 389, Spirit River, AB T0H 1G0
 Phone (780) 864-3500
 Fax (780) 864-4303
 Email: mdsr133@mdspiritriver.ab.ca

PLEASE ENSURE THAT APPLICATIONS ARE; COMPLETED WITH THE REQUIRED ATTACHMENTS AND HAVE BEEN RECEIVED AT THE MD OFFICE NO LATER THAN JULY 31, 2025

MD OF SPIRIT RIVER #133 2025 SCHOLARSHIP APPLICATION FORM

Student Section	SIN #	
		Name of Student
		Your Mailing Address & Your Physical Address
		Your Phone Number
		Your email address
		What college or University will you be entering in 2025?
		What diploma, degree, or specialty do you expect to pursue?
		Have you previously attended college or university in Canada?
		Have you included the required attachments?

The student must attach the following to the application.

- _____ Proof of acceptance into a Canadian college or university
- _____ Transcript of your marks in your final year of secondary school or GED or letter of reference
- _____ A brief resume outlining the leadership positions you have held, the community activities in which you have been involved, and your opportunities to help others. Plus three letters of reference.
- _____ A brief essay (about 300 words) outlining how your post-secondary studies will help you in the future to use your leadership abilities and/or display your commitment to your community and to helping others.



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

RE: FCSS Transition and Audit Acknowledgement – 2026

Dear FCSS Board,

As part of the transition of Family and Community Support Services (FCSS) operations from the Municipal District of Spirit River No. 133, we acknowledge that FCSS will be withdrawing its full reserve balance following the completion of the 2025 financial audit.

Given that FCSS financial activity for the first quarter of 2026 will remain recorded within the Municipality's financial records, this period will be included as part of the Municipal District of Spirit River No. 133's 2026 financial audit.

As a result, there may be an audit adjustment identified relating to FCSS operations for that period, which could result in either a surplus or deficit position. Should such an adjustment arise, it is agreed that the appropriate financial reconciliation will be completed between both parties. This may include either a payment to FCSS or a reimbursement to the Municipality, depending on the outcome.

By signing below, both parties acknowledge and agree to the above terms related to the inclusion of FCSS in the 2026 audit and any resulting financial adjustments.

If you have any questions or require further clarification, please do not hesitate to reach out.

Sincerely,

CAO, Shirley Hayden

FCSS Coordinator , Shelley Loroff

Annex 3

Donations to Local Groups & Organizations			
2026 Budget \$11,000.00			
Date	Local Group/Organization	Amount	Remaining
January	FCSS	\$5,890.93	\$ 5,109.07
March	Central Peace Community Garden Park Society	\$ 500.00	\$ 4,609.07
April	Pleasantview Lodge	\$ 500.00	\$ 4,109.07
May	Central Peace Firefighters Association	\$ 500.00	\$ 3,609.07

Potential Donations to come
Food Bank \$1000.00

Donations to Organizations			
2026 Budget \$3,000.00			
Date	Local Group/Organization	Amount	Remaining
May	Alberta NW Command (20th annual edition Book)	\$690	\$2,310

Potential Donations to come
Stars (around \$2500)

Reporting Period: May 10th – May 21st, 2026

RMA INSURANCE – MD BUILDING ASSESSMENTS

On May 19, 2026, Justin Brown, Risk Advisor for the North Zone Rural Municipalities of Alberta (RMA) Insurance, conducted a site tour and risk assessment of key municipal properties. The inspection included the Administration building, the Brownlee building, Nardam Park, and the Public Works facilities. Public Works Supervisor Dave Johnson attended the tour to review operational areas. Preliminary feedback from the Risk Advisor was positive, indicating overall satisfaction with facility conditions and no major areas of concern. Administration expects to receive a formal summary report in the near future, at which time any minor items identified during the tour will be addressed, additionally insurance costs were discussed regarding on-site fuel storage tanks.

Central Peace Fire and Rescue Commission

The Commission reviewed the municipal capital funding requirements for the proposed fire hall development. Commission discussed options for a targeted stakeholder outreach strategy to secure project buy-in and offset capital costs. This initiative involves formally writing to major industrial operators, oil and gas companies, agricultural grain terminals, and local commercial partners within the municipality. The correspondence will highlight the mutual benefits of enhanced local emergency services, specifically focusing on asset protection, regional safety resilience, and corporate community investment. I have been working on a template letter which I will forward to the commission for review at their next meeting.

Thank you from Central Peace Health and Wellness Coalition

Received a thank you email from Denise Skoworodko, Chair of the Central Peace Health and Wellness Coalition regarding the use the MD transit bus on June 1st, 2026, for their upcoming Seniors Week celebration event, also, thanking Council for their continued support of our seniors.

Cenera - Policy Compliance and Governance Update

The Municipal District is currently collaborating with access and privacy experts at Cenera to draft and customize a comprehensive municipal policy framework. The primary goal of this project is ensuring absolute compliance with Alberta's governing provincial legislation—the Access to Information Act (ATIA) and the Protection of Privacy Act (POPA). Cenera has delivered baseline templates, and internal IT personnel have been tasked with auditing the technical clauses. The IT review is heavily focused on key statutory areas, including internal Roles and Responsibilities (Section I.F), Artificial Intelligence guidelines (Section II.C), Information Security safeguards (Section V), and legal Privacy Breach Response protocols (Section VI). The final customized policy will protect municipal data assets and align local operations with modern provincial mandates.

National Public Works Week Recognition

In recognition of National Public Works Week (May 17–23, 2026), Administration hosted an appreciation lunch for the Public Works department staff. This event was held to formally acknowledge the team's dedication, consistent reliability, and high call-in availability during critical operations, in particular, the immense dedication our equipment operators demonstrated during this past winter's extraordinary snowfall events, where they worked extended shifts to keep municipal roads clear and safe. Additionally, the unwavering reliability of our bus driver was recognized as a vital service that our community depends on daily. The entire Public Works crew remains a vital frontline asset for our municipality, this event served to thank them for their continued hard work, equipment operating expertise, and prompt responsiveness. A Big Thank you to the crew for all they do.

Friendly Reminders: Upcoming Meetings and Events:

Rycroft Ag Centre is hosting: Empowering Minds Initiative - Ian Hill, national leadership and community-building speaker.

The Empowering Minds initiative is a province-wide rural mental health movement in Alberta. Developed by the Alberta Association of Agricultural Societies (AAAS), the program partners with humanitarian and social innovator Ian Hill to bring proactive mental health support to rural and agricultural communities across the province. Combating the Stigma: Addressing the statistical realities of rural mental health strain (such as the heightened pressures on resource-sector workers facing financial or environmental stressors).

Young Adults First Identifiers - June 16th, 2026**First Identifiers Training – June 17th, 2026****The First Identifier Philosophy:**

The people closest to the problem are best suited to solve it. In rural settings where professional mental health resources are sparse, empowering neighbors to act early saves lives.

RMA Member Visit – MD SPIRIT RIVER NO.133 VISIT - 2026**Confirmed Date and Time:**

- **Date: June 24, 2026**
- **Time: 11:00 a.m.**

The visit will include the RMA President, our District Director, and members of the RMA administrative team. This engagement serves as a vital opportunity for Council to: Discuss local priorities and municipal initiatives directly with RMA leadership, highlight specific regional challenges facing our municipality and strengthen our advocacy efforts by ensuring the RMA has a firsthand understanding of our current requirements.

G5 Municipalities Meeting (July 8) – 5:00p.m. @ the Brownlee Building**Guest Speakers:**

Derek Young: Operations Manager, Regional Representative, Alberta Transportation: Update on regional projects.

Max Fritz, owner, Western Sky Land Trust: Strategic Planning, Community Building

Strategic Planning – Max Fritz, Western Sky Land Trust

Full day session: July 9th - 9 a.m.

Half day session: July 10th - 10a.m.

Alberta Sheriffs Police Service Presentation

Brian Kostyniuk, Executive Officer and Chief Satpal Parhar:

Confirmed Date: Wednesday, September 9, 2026

Time: 9:00 a.m. (Regular Council Meeting)

RMA DISTRICT FOUR ZONE MEETING

RMA District Four Zone Meeting

Friday, August 14th, 2026

Pioneer Threshman's Hall (located 14km west of High Prairie)

South Peace Regional Archives Society

Board of Directors Meeting

4:00 pm Thursday May 21, 2026

Centre 2000

4:00 pm

Call to Order

- | | |
|--|--------------|
| 1. Welcome | 2 min |
| 2. Approvals | |
| 2.1. Approval of the Agenda | 2 min |
| 2.2. Approval of the February 19, 202 Minutes | 2 min |
| 2.3. Non-Voting Member Protocol | 5 min |
| 3. Reports | |
| 3.1. President's Report (Duff Crerar) | 2 min |
| 3.2. Executive Director's Report (Ellyn Vandekerkhove) | 10 min |
| 3.3. Financial Report (Eleanor Dalen/ Ellyn Vandekerkhove) | 10 min |
| 4. Business Arising from the Minutes | |
| 4.1. Additional Grants | 5 min |
| 5. New Business | |
| 5.1.1.Appointment of Executive | 15 min |
| 5.1.1.1. Vice President | |
| 5.1.1.2. Treasurer | |
| 5.1.2.Appointment for AGLC | |
| 5.1.2.1. Casino Chairperson | |
| 5.1.2.2. Raffle Chairperson | |
| 5.1.3. Summer Events | 5 min |
| 6. Next meeting announcement – August 20, 2026 4 pm | |
| 7. Adjournment | |

South Peace Regional Archives Society

Board of Directors Meeting

4:00 pm February 19, 2026

Centre 2000, Grande Prairie AB

Mary Nutting Meeting Room

In Attendance: Duff Crerar (President); Meg Archer (Secretary); Jan Shields (Past President); Jena Flach (City of Grande Prairie); Evelyn Bzowy (M.D. of Spirit River); Suzanne Dunn (Director); Shawn Morton (Director); Gail Schau (Director); Alice Sims (Director); Elyn Vandekerkhove (Executive Director); Kurt ?

Absent with Regrets: Eleanor Dalen-Whitling (Vice-President/Treasurer); Shirley Klatt (Saddle Hills County); Charles Taws (Guest, Grande Prairie Museum);

Quorum of 4 was reached.

4:10 pm Call to Order for normal Board Meeting

1. Welcome

President Duff Crerar welcomed new representative members and directors.

2. Approvals

2.1 Approval of the Agenda

MOTION to approve the agenda, as stands

Made by: Shawn Morton

Seconded by: Gail Schau

Carried

2.2 Approval and Signing of the Minutes of November 20, 2025 meeting

MOTION to approve the minutes of the meeting of the Board of Directors held on November 20, 2025 as stands

Made by: Jena Flach

Seconded by: Meg Archer

Carried

The president and secretary signed the minutes at a later date.

3. Reports

2.3 President's Report (Duff Crerar)

Duff met with the City of G.P. representative Jena Flach; he signed the City agreement several times as the Duco-Sign program was not working. He signed cheques, worked on the Policy Review (one area left to do). The Board members introduced themselves.

MOTION to accept the Presidents Report by Duff Crerar, as presented.

Made by: Shawn Morton

Seconded by: Jena Flach
Carried

3.2 Executive Director's Report (Eilyn Vandekerkhove) Appendix 1

Staff took an extended holiday from December 21, 2025 to January 14, 2026, but with check-ins throughout, and staff were on-site Jan. 6-10. There were less researchers and visitors than usual due to the quieter winter season. Social Media remained strong the last quarter – Facebook and Instagram views were more than all of 2024. Posts that were most active were related to historic street views. No events were attended in the last 3 months, however, several upcoming events include a tour for the retired teachers, Family History Fair with the Genealogy Society, and Heritage Fair. Our Junior Archivist, Taci Trudeau, completed her contract in December. We have applied for grants to hire two summer students through Young Canada Works (YCW) who would start March or April. Let Eilyn know if anyone is willing to assist with interviews. Funding is confirmed from City of Grande Prairie, County of Grande Prairie, Saddle Hills County. Still to be confirmed are Spirit River and Greenview. A grant of \$5000 was given by the Rotary Club to replace our old, deteriorating storage boxes. A request for \$2000 to aid in the publication of "Telling Our Stories" magazine was made to the Genealogy Society, as they have supported us in the last two years. Regarding processing, Luke completed 6 accessions, including the David Leonard estate, contained in 95 boxes and 3 map tubes. Royal Purple fonds, which include some large photo albums, are being processed. Some of this process can be assigned to volunteers, especially using the large-format scanner. Luke's other projects are the Town of Sexsmith, County of G.P., and the completion of Paul Pivert's donations. Mr. Pivert had several film reels requiring analogue film projectors. (Luke is presently taking inventory of such players. In addition, there is a tape player from the 1960s.) Data conversion is 89% complete, with 12,258 digital items added to AtoM. Evelyn Bzowy had a question about invoicing. Eilyn explained that 2025 report and invoice to funding partners will be done around October 15.

MOTION to accept the Executive Director's Report by Eilyn Vandekerkhove, as presented.

Made by: Jan Shields

Seconded by: Jena Flach

Carried

3.3 Financial Report (Eleanor Dalen – presented by Eilyn Vandekerkhove) Appendix 2

Profit & Loss Jan. to Dec. 2025

Total Income = \$287,859.54

Total Expenses = \$289,973.34

Other Total Income = \$84,129.26

Other Total Expenses = \$84,349.66

Net Income = \$-2,334.19 Note: at a loss

Balance Sheet as of December 31, 2025

Total Assets = \$571,131.19 = Total Liabilities & Equities = \$571,131.19

Profit & Loss Budget vs. Actual

	Jan to Dec 2025	Projected Annual Total	Budget	% of Budget
Total Income	287,859.54	287,616.36	274,368.00	104.92%
Total Expenses	289,973.34	288,242.19	274,368.00	105.69%
Other Income	84,129.26	23,586.71	0.00	100.00%
Oth. Expenses	84,349.65	23,586.71	0.00	100.00%
Net Income	-2,334.19	-625.83	0.00	100.00%

MOTION to accept the Financial Report by Eleanor Dalen, as presented by Elyn Vandekerkhove.

Made By: Shawn Morton

Seconded by: Jan Shields

Carried

4. Business Arising from the Minutes

4.1 Operational Plan review

In the last meeting the Strategic Plan was approved.

The Operational Plan is to be a "living", updatable document

Note: David Leonard's work – to be classified

4.2 Art Gallery of Grande Prairie

- Items from their permanent collection are already being stored in the vault.
- Collection Manager works in our processing room
- They have use of the scanner
- They will be there up to the end of November
- Rental agreement is by square foot

5. New Business

5.1 Annual General Meeting

5.1.1. Board Members/Executives with Expiring Terms:

Alice Sims

Shawn Morton

Suzanne Dunn

Eleanor Dalen-Whitling

Question: Who wants to run for Vice President or Treasurer?

Elections: Come forward on own – no maximums; anyone who wants to join the board

5.1.2. Beth Sheehan Award Nominations

- to acknowledge individual or group contributing to the Archives

Ron Thorson -transcribed books

- friend of Archives
- President of History Society
- secured donations

Wanda Zenner – researching military records

- Readers Theatre – extrapolate historical people and make into a play
- Soldiers Memorial work

Note: Wanda was nominated other years, but was not chosen yet.

Cost of awards - \$100

MOTION to approved Ron Thorson and Wanda Zenner (both nominees) as the Beth Sheehan Award winners of 2026

Made by: Jan Shields

Seconded by: Gail Schau

Carried

5.1.3. Guest Speaker

Recipients of the Awards will be asked if they would like to give a short presentation at the AGM.

6. Next meeting announcements

AGM May 2, 2026

Board Meeting May 21, 2025

7. Adjournment.

Meeting Adjourned at 5:16 pm

Minutes Prepared by Meg Archer, Secretary

Approved at **May 15, 2026** meeting of the Board of Directors.

Duff Crerar, President

Date

Meg Archer, Secretary

Date



South Peace REGIONAL ARCHIVES

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1. Preamble

- 1.1. The following articles set forth the Bylaws for the South Peace Regional Archives Society, hereinafter referred to as the "Society".
- 1.2. The Registered Office of the Society is located at 11330 106 St, Lower-Level Centre 2000, Grande Prairie, AB.

2. Definitions

- 2.1. Voting Member - Any interested person who meets the requirements set out in clause 3.3.
- 2.2. Non-Voting Member - Any interested person who meets the requirements set out in clause 3.4.
- 2.3. Board - The Board of Directors of this Society.
- 2.4. Board Executive – The President, Vice-President, Treasurer and Secretary of the Board of Directors.
- 2.5. Annual General Meeting – A meeting held once a year in the first half of the calendar year that is open to all members and the public.
- 2.6. Facility – any real property owned, leased, or rented by the Society for the purpose of serving the Society and its members.
- 2.7. Regular Meeting – the meeting of the Board.
- 2.8. Special Resolution - An issue that is subject to a vote at a General Meeting.
- 2.9. Presiding Officer - The President of the Board will be the Presiding Officer at every meeting of the Society. The Vice-President will assume the Presiding Officer role in the President's absence.
- 2.10. Remote Communication means any electronic communication including conference telephone, video conference, the internet, or any other method by which Board members not present in the same physical location may simultaneously communicate with each other.
- 2.11. Society – South Peace Regional Archives
- 2.12. The Societies Act – Alberta Provincial Legislation governing registered non-profit societies in Alberta.
- 2.13. Special General Meeting – A meeting called by the Board of Directors or by a request to the President of the Board signed by at least five (5) Directors or by 1/3 of the voting membership of the Society in good standing to address issues that cannot be tabled until the Annual General Meeting.
- 2.14. South Peace Collection Area - City of Grande Prairie, County of Grande Prairie, Municipal District of Greenview, Municipal District of Spirit River, Saddle Hills County, Birch Hills County

3. Membership

- 3.1. The Board shall prescribe the terms of admission of members to the Society and define their rights and obligations.
- 3.2. There are two (2) categories of members.
 - 3.2.1. Voting Members,
 - 3.2.2. Non-Voting Members.
- 3.3. Voting members of the Society are:
 - 3.3.1. Over the age of eighteen (18) years old,

- 3.3.2. Current with the annual or lifetime membership fee.
- 3.4. Non-Voting members of the Society are:
 - 3.4.1. Committee members or any Member of the public who supports the objectives and mission of the Society,
 - 3.4.2. Selected by the Board of Directors on a honorary basis.
- 3.5. Retaining Membership in the Society
 - 3.5.1. All members must:
 - a) Advise the Society of any changes of name or residential address on an annual basis,
 - b) Be current with membership fees as determined by the Board of Directors,
 - c) Be in full compliance with the Bylaws and Policies of the Society.
- 3.6. Rights and Privileges of Members
 - 3.6.1. Voting members have the right to:
 - a) Receive notice of and attend all Annual General and Special General meetings of the Society,
 - b) Vote on motions and resolutions at all Annual General and Special General meetings of the Society,
 - c) Be eligible to stand for election to the Board of Directors of the Society, unless subject to section 3.9 and clause 5.3.2,
 - d) Participate in the general activities of the Society.
 - 3.6.2. Non-Voting members have the right to:
 - a) Receive notice of and attend all Annual General and Special General meetings of the Society,
 - b) Participate in the general activities of the Society.
- 3.7. Membership Fees
 - 3.7.1. Membership fees will be reviewed and set annually at the Annual General Meeting of the Society.
- 3.8. Cessation of Membership
 - 3.8.1. A Member may choose to end their membership in the Society by:
 - a) Providing written or telephone notice to the registered office or,
 - b) Failing to pay their annual membership fee on or before the last business day of January of the current membership year.
- 3.9. Suspension/Termination of Membership
 - 3.9.1. Any membership in the Society may be suspended or terminated by the Board at its sole discretion if:
 - a) The Member has failed to abide by the bylaws and policies of the society,
 - b) The Member has disrupted meetings or functions of the Society,
 - c) The Member has accepted full-time or contract employment with the Society,
 - d) The Member has a conflict of interest that cannot be resolved to the satisfaction of the Board,
 - e) The Member has done anything evaluated as harmful to the Society.
 - 3.9.2. There must be a majority vote at the Annual General Meeting, or a Special General Meeting called for this purpose.
 - a) Prior to the vote being taken, the person proposed for expulsion shall be given fourteen (14) days' notice in writing of the proposed expulsion and shall be afforded an opportunity to explain or justify his/her position to the persons present.
- 3.10. Membership Register
 - 3.10.1. The Board will keep a register of active members which will be updated annually and periodically as required,

- 3.10.2. Upon quitting, termination or death, the name of the Member will be removed from the Member Register and is considered to have ceased being a Member on the date his/her name is removed from the register,
- 3.10.3. The Member remains liable for any debts owed to the Society as of the date his/her name is removed from the register,
- 3.10.4. There will be no refunds of membership fees paid.
- 3.11. Transfers of Membership
 - 3.11.1. Members may not transfer any rights of privileges of membership to another person. All rights and privileges terminate upon a Member's quitting, death or upon being expelled from the Society.

4. Meetings of the Membership

- 4.1. Annual General Meeting
 - 4.1.1. The Annual General Meeting of the Society shall be held in the first six (6) months of the calendar year.
 - 4.1.2. Agenda
 - a) The agenda of the Annual General Meeting shall include:
 - i. Adoption of the minutes of the last Annual General Meeting and any Special General Meetings previously held,
 - ii. Presentation of reports on the previous year's activities and on the current and planned activities for the current year,
 - iii. Presentation and acceptance of the audited financial statement for the previous year and the auditor's opinion on same,
 - iv. Appointment of the auditor for the current year,
 - v. Presentation of the budget for the current year,
 - vi. Election of members of the Board of Directors.
 - vii. Additional items requiring a Special Resolution may be added to the agenda of an upcoming Annual General Meeting provided that the provisions as set forth in clause 4.2.2 have been met.
- 4.2. Special General Meetings
 - 4.2.1. The Board of Directors may call one or more Special General Meetings during the year for one or more of the following:
 - a) Discuss important issues of concern with the members of the Society,
 - b) Seek advice or direction from the members of the Society on financial, organizational, or other issues,
 - c) Decide on the expulsion of one or more Members of the Society,
 - d) Consider the removal of a Board Member from office,
 - e) Borrow funds through issuing a debenture or debentures, or
 - f) Consider proposed changes to these Bylaws.
 - 4.2.2. Fifty (50) percent of the directors or one-third (1/3) of the voting members may petition the Board of Directors in writing to call a Special General Meeting.
- 4.3. Notice
 - 4.3.1. The Board of Directors shall ensure that at least twenty-one (21) days' notice of each Annual General Meeting or Special General Meeting is given to the membership,
 - 4.3.2. This notice shall include the agenda of the meeting, its date, time, and place, and the specific wording of any Special Resolution to be considered at the meeting, and shall be given by one of more of the following:
 - a) A notice in the common area of the registered office of the Society,

- b) A notice in the newsletter,
 - c) A notice on the Society's website, social media
 - d) Additional means if the Board deems that additional means are appropriate,
 - e) Written notice to the affected Member if the agenda includes a motion under section 3.9 above, and
 - f) Written notice to the affected Board Member if the agenda includes a motion under section 5.9 below.
- 4.4. Quorum
- 4.4.1. The quorum for the Annual General Meeting or a Special General Meeting will be ten (10) percent of the Society's current voting membership,
 - 4.4.2. The Board President shall cancel the Annual General Meeting or Special General Meeting if a quorum is not present within one-half hour of the same time. If cancelled, the meeting shall be rescheduled for 1 week later at the same time and place. If a quorum is not present within one-half hour of the set time of the second meeting, the meeting shall proceed in any event with the members in attendance.
- 4.5. Meeting Procedure
- 4.5.1. All meetings shall be conducted according to recognized rules of parliamentary procedure,
 - 4.5.2. The Annual General Meeting of the Society is open to the public. Any persons who are not members may be required to leave during discussions of a sensitive nature.
- 4.6. Action By Directors Without a Meeting
- 4.6.1. Any decision that would typically require a meeting of the Board or any Board committee can be made without holding a meeting, as long as all members of the Board or committee agree in writing or via electronic transmission. These written consents must be filed with the minutes of the Board or committee proceedings,
 - 4.6.2. Any decision made must be added to the agenda for the next Board meeting to be reviewed.
- 4.7. Remote Meetings
- 4.7.1. A meeting of the Board may be held by any means of remote communication by which each person has a reasonable opportunity to participate. This remote participation in a meeting will constitute presence in person at the meeting.

5. Board of Directors

- 5.1. The affairs of the Society will be managed by a Board of Directors which shall function within the provision of these Bylaws.
 - 5.1.1. The Board may hire a paid Executive Director to carry out management functions under the direction and supervision of the Board.
- 5.2. The Board of Directors will consist of not less than 4 or more than 10 voting members.
- 5.3. Board members will:
 - 5.3.1. Be elected at the Annual General Meeting,
 - 5.3.2. Reside in the established South Peace Collection area,
 - 5.3.3. Serve without pay.
- 5.4. Board Structure
 - 5.4.1. The structure of the Board shall be as follows:
 - a) Voting members:
 - (i) President
 - (ii) Vice-President
 - (iii) Secretary

- (iv) Treasurer
 - (v) Directors at large (6)
 - b) Non-Voting members:
 - (i) Past President
 - (ii) Representatives appointed to the Board by organizations providing sustainable annual funding.
- 5.5. Elections
 - 5.5.1. Prospective Board members will be presented to the voting membership in attendance at the Annual General meeting.
 - 5.5.2. Following a vote, the newly elected Board shall take office and, from among its members, shall elect a President to serve for the upcoming term.
 - 5.5.3. The Board shall meet within one week of the Annual General Meeting to elect the remainder of the Executive Committee as outlined in clause 7.1.
- 5.6. Board Terms:
 - 5.6.1. The President and Secretary will be elected for a two (2) year term.
 - 5.6.2. The Vice-President and Treasurer will be elected for a two (2) year term on alternating years from the President and Secretary.
 - 5.6.3. Two (2) Directors at large will be elected each year for a two (2) year term.
 - 5.6.4. The President may not serve more than one 2-year term as Past President.
- 5.7. Board Office:
 - 5.7.1. Members may hold only one elected office at a time, except that the roles of Secretary and Treasurer, or Treasurer and Vice President, may be held by the same person if the Board so decides.
- 5.8. Board Member Resignation:
 - 5.8.1. Any Board Member desiring to resign from the Board may do so by written notice to the Board or the registered office and thereupon he/she shall cease to be a Board Member. Such action shall not preclude that Member in the future.
- 5.9. Board Member Expulsion/Suspension:
 - 5.9.1. Any Board Member may be expelled/suspended by a majority vote of all voting members present at a duly called Annual General or Special General Meeting of the Society for:
 - a) Failing to abide by the Bylaws and Policies of the Society,
 - b) Absence for 3 consecutive Board meetings without submitting just reasons,
 - c) Actions judged by the Board to be harmful to the Society.
 - 5.9.2. There must be a majority vote at the Annual General Meeting or a Special General Meeting called for this purpose.
 - a) Prior to the vote being taken, the person proposed for expulsion shall be given fourteen (14) days' notice in writing of the proposed expulsion and shall be afforded an opportunity to explain or justify his/her position to the persons present.
- 5.10. Filling Board Vacancies
 - 5.10.1. The Board shall have the power at any time to appoint any person they deem appropriate to fill a vacancy of the Board.
 - 5.10.2. In the event of a vacancy on the Executive Committee, the remaining members of the Board shall have the authority to appoint a temporary replacement from among the elected Board members at the next scheduled Board meeting. The appointed individual shall immediately assume the responsibilities associated with the position to which they have been assigned.
- 5.11. Conflict of Interest
 - 5.11.1. Any Board Member having a direct conflict of interest in a matter before the Board shall declare such conflict of interest and thereafter refrain from discussion and voting upon the issue presented.

- 5.11.2. Boards members with a conflict of interest can be expelled/suspended as provided for under 5.9 above if they:
- a) Fail to disclose a potential conflict of interest and/or,
 - b) Fail to refrain from discussion.

6. Powers of the Board

- 6.1. The Board Shall:
- 6.1.1. Appoint any committees it deems necessary,
 - 6.1.2. Set policy affecting the Society,
 - 6.1.3. Oversee management of all assets and liabilities of the Society,
 - 6.1.4. Make such rules and regulations as it deems proper provided that such rules and regulations are consistent with the bylaws,
 - 6.1.5. Borrow, raise, or secure money in any way it chooses, as long as it complies with any legal restrictions under The Societies Act or these bylaws.

7. Committees

- 7.1. Executive Committee
- 7.1.1. The positions of the Executive Committee shall be President, Vice-President, Secretary, and Treasurer.
 - 7.1.2. The Past-President may serve as an advisory Member of the Executive Committee and has no voting privileges.
 - 7.1.3. The Board of Directors may authorize the Executive Committee to perform between the meetings of the Board such duties as the Board from time to time may deem expedient.
 - 7.1.4. The Executive Committee shall meet upon the request of any of its members by informing the secretary who will call the meeting.
 - 7.1.5. A quorum for any General or Special meeting of the Executive Committee members shall be 51%.
- 7.2. Other Committees
- 7.2.1. Other committees, as deemed necessary to carry on the work of the Society, shall be appointed by the Board of Directors from time to time as required.
 - 7.2.2. The Chairperson for each committee shall be appointed by the Board.
 - 7.2.3. Committee meetings shall be held as often as the business of the Society requires with reports to be presented by the committee Chairperson at the next meeting of the Board.
 - 7.2.4. A quorum for any committee meeting, excepting the Executive Committee, shall be two (2) committee members in good standing.

8. Duties of the Officers

- 8.1. The President shall:
- 8.1.1. Endeavor to attend all meetings of the Society and preside over the meetings,
 - 8.1.2. Be the official spokesperson for the Society; he/she may delegate such power regarding public pronouncements to an active Member of the Society,
 - 8.1.3. Be an ex-officio Member of every committee, except for the Nomination Committee,
 - 8.1.4. Act always in accordance with the lawful directives of the Board,

- 8.1.5. execute all contracts and other documents binding upon the Society provided; however, that he/she may designate others to execute the same in his/her absence or under such terms and conditions as he/she may prescribe.
- 8.2. The Vice-President shall:
 - 8.2.1. Preside over the meetings of the Society in the President's absence. If the President and Vice President are absent, the Directors may elect a Chairperson for the meeting,
 - 8.2.2. Replace the President at Society functions, as requested by the President,
 - 8.2.3. Do all things reasonably required of them by the President for the better functioning of the Society,
 - 8.2.4. Carry out other duties assigned by the Board.
- 8.3. The Secretary shall:
 - 8.3.1. Be responsible for taking the minutes of meetings,
 - 8.3.2. Ensure that all documents relating to meetings are kept on file at the registered address of the Society,
 - 8.3.3. Ensure that the Society registration documents are filed annually,
 - 8.3.4. Be responsible for the Board's correspondence and membership records,
 - 8.3.5. Carry out other duties as assigned by the Board.
- 8.4. The Treasurer shall:
 - 8.4.1. Be responsible for the maintenance of all required books of account and financial record,
 - 8.4.2. Ensure adequate systems for the control of all expenditures are established and maintained,
 - 8.4.3. Prepare or have prepared under his/her direction the proposed budget and its presentation by him/her to the Board for approval or amendment,
 - 8.4.4. Ensure the society is maintained within the expenditures of the accepted budget or within such alterations thereof as the Board may lawfully make,
 - 8.4.5. Ensure adequate systems are established and maintained so that the funds of the society are properly received, adequately protected, and properly deposited and accounted for in accordance with generally accepted accounting principles (GAAP),
 - 8.4.6. Carry out other duties as assigned by the Board
- 8.5. The Past-President shall:
 - 8.5.1. Act as an advisor to the Board on all matters pertaining to the operation of the Society during his/her term(s) in the office of the President and with which he/she has intimate knowledge.
- 8.6. The members at Large shall:
 - 8.6.1. Be appointed by the President to sit on such committees, standing or special, to carry on the business or further the objectives of the Society,
 - 8.6.2. Perform any other duties as the President may from time to time direct.

9. Board Meetings

- 9.1.1. The Board of Directors shall meet at least four (4) times a year, including the Annual General Meeting.
- 9.1.2. Board meetings shall be at such dates and times as decided upon by the Board members, but the President may also call special meetings to address an urgent or important matter or matters.
- 9.1.3. Except in emergency situations the members of the Board and the members of the Society shall be given at least five (5) days' notice of the date, time, location, and proposed agenda of each Board meeting by mail, e-mail, on the Society's website and/or social media or a notice on the Society's notice Board.



- 9.1.4. The quorum for each Board meeting shall be fifty-one (51%) per cent.
- 9.1.5. Minutes of each Board meeting must be taken and then must be approved at a subsequent Board meeting.
- 9.1.6. The Governance policies shall govern the Board's other procedures.

10. Voting and Adjournment

- 10.1. Each Member has one vote at every Annual General or Special General Meeting. A show of hands, unless a ballot is requested by a majority of the members beforehand, decides every vote at every Annual General or Special Meeting.
 - 10.1.1. If a ballot is demanded prior to any question being called, it shall be taken in such a manner and at such a time and place as the Chair of the meeting directs.
 - 10.1.2. The demand of a ballot may be withdrawn.
 - 10.1.3. In the case of any dispute as to the admission or rejection of a vote, the Chair shall determine the same and such determination made in good faith shall be final and conclusive.
- 10.2. The President does not have a second or casting vote. In the case of a tie, the motion is defeated.
- 10.3. There is no voting by proxy.
- 10.4. Seventy-five (75) percent of the members present decide each issue and resolution unless specified otherwise in these bylaws.
- 10.5. The Presiding officer declares a resolution carried or lost. This statement will be recorded in the meeting minutes as final and does not have to include the number of votes for and against the resolution.
- 10.6. Electronic voting is acceptable for regular meetings of the Board and if a meeting is scheduled remotely following the provisions set out in Articles 4.7.1.

11. Financial Statements/Auditing

- 11.1. The fiscal year of the Society shall end on December 31 each calendar year unless otherwise ordered by the Board of Directors.
- 11.2. The books, accounts and records of the Society shall be audited by a qualified Chartered Professional Accountant (CPA) or by two members of the Society designated by the Board.
- 11.3. Complete and proper financial statements of the previous year shall be presented at the Annual General Meeting of the Society for approval.
- 11.4. The financial records shall be kept regularly and properly by the Board of Directors and may be examined by members of the Board and those persons to whom the Board may grant permission.
- 11.5. All monies belonging to the Society shall be deposited in a bank account in the name of the Society by a Board Member or by an employee so designated by the Board.

12. Signing Authority

- 12.1. The designated Executive Officers of the Board sign all cheques drawn on the monies of the Society. Two signatures are required on all cheques. The Board may authorize the Executive Director to sign cheques for certain amounts and circumstances.
- 12.2. All contracts of the Society approved by resolution of the Board must be signed by Executive Officers or other persons authorized to do so.

13. Payments

- 13.1. No Member, Director, or Executive Officer of the Society receives any payment for his or her services as a Member, Director, or Executive Officer.
- 13.2. Reasonable expenses incurred while carrying out duties of the Society may be reimbursed upon Board approval.

14. Inspection of Records of the Society

- 14.1. The Secretary or his/her delegate shall ensure that all necessary books and records of the Society are kept and filed as required by the Bylaws, the Societies Act, or any other statute or law.
- 14.2. A copy of the minutes of the Board of Directors' meetings shall be kept at the registered Office of the Society.
- 14.3. Any Member wishing to inspect the books or records of the Society will give a minimum of 3 days' written notice to the President or Secretary.
 - 14.3.1. Unless otherwise permitted by the Board, such inspection will take place only at the Registered Office during normal business hours in the presence of a Board Member.
- 14.4. All financial records and other records of the Society are open for such inspection by the members, except for records that the Board designates as confidential.

15. Protection and Indemnity of Directors and Executive Officers

- 15.1. Each Director or Executive Officer holds office with protection from the Society. The Society indemnifies each Director or Executive Officer against all costs and charges that result from any act done in his or her role for the Society. The Society does not protect any Director or Executive Officer for acts of fraud, dishonesty, or bad faith.
- 15.2. No Director or Executive Officer is liable for the acts of any other Director, Executive Officer, or employee. No Director or Executive Officer is responsible for any loss or damage due to bankruptcy, insolvency, or wrongful act of any person, firm, or corporation dealing with the Society. No Director or Executive Officer is liable for any loss due to an oversight or error in judgment, or by an act in his or her role for the Society, unless the act is fraudulent, dishonest, or in bad faith.
- 15.3. Directors or Executive Officers can rely on the accuracy of any statement or report prepared by the Society's auditor. Directors or Executive Officers are not held liable for any loss or damage as a result of acting on that statement or report.

16. Parliamentary Authority

- 16.1. The rules contained in "Robert's Rules of Order Revised" shall govern the Society in all cases to which they are applicable and in which they are consistent with these by-laws.

17. Amending the Bylaws

- 17.1. These Bylaws may be cancelled, altered, or added to by a Special Resolution at any Annual General Meeting or Special General Meeting of the Society.
- 17.2. The twenty-one (21) days' notice of the Annual General Meeting or Special General Meeting of the Society must include details of the proposed resolution to change the Bylaws
- 17.3. The amended Bylaws take effect after approval of the Special Resolution at the AGM or Special General Meeting and acceptance by the Corporate Registry of Alberta.

18. Political Statements

- 18.1. No Board Member, Committee Member, Volunteer or Staff Member shall make political statements on behalf of the Society without prior approval of the Board of Directors.

19. Seal

- 19.1. The South Peace Regional Archives Society does not have a seal.

20. Distributing Assets and Dissolving the Society

- 20.1. The Society does not pay any dividends or distribute its property among its members.
- 20.2. If the Society is dissolved, its archival records on deposit will be returned to the municipal governments. All other archival records in its custody, and any funds or assets remaining after paying all debts, will be transferred to an incorporated organization with similar goals. Members select this organization by Special Resolution. In no event do any members receive any assets of the Society.

Central Peace FCSS
Minutes
April 14, 2026
Peace Wapiti Sub office council room
6:30pm

In Attendance:

Chair: Rhonda Yurchyshyn
Pat Sydoruk
Tammy Yaremko
Tamara Babcock
Nelson Kitchen
Carrie Jackson
Dianne Nellis
Anne Silvius
Evelyn Bzowy

Town of Spirit River, Member at large
MD of Spirit River, Member at large
Town of Spirit River Council
Village of Rycroft
Birch Hills County Council
Village of Rycroft, Member at large
Town of Spirit River, Member at large
Village of Rycroft, Member at large
MD of Spirit River #133

Regrets: Vanessa Pybus
Staff: Shelley Loroff

MD of Spirit River, Member at large
FCSS Coordinator

1. Welcome
2. Call the meeting to order: Chair Rhonda Yurchyshyn called the meeting to order at 6:29 p.m.
3. Approval of
 - a. Agenda: add 6a Camp Wanago location and 6c Website **Motion 30-26** Pat Sydoruk moves to accept the agenda as amended. **Carried**
 - b. Minutes: **Motion 31-26** Tammy Yaremko moves the minutes as presented. **Carried**
 - c. Coordinators Report: Shelley Loroff presented the coordinators report. Shelley Will Be away April 17-21 and May 7 & 8 **Motion 32-26** Evelyn Bzowy moves to accept the coordinators report. **Carried**
4. Financial
 - a. Financial Report: Shelley Loroff presented the financial report to date from the transition from MD of Spirit River#133 to Town of Spirit River and answered any questions. **Motion 33-26** Ann Silvius moves the financial reports as presented seconded by Nelson Kitchen **Carried**
5. Business arising from the minutes:
 - a. Printer Motion: On March 23,2026 Shelley sent an email explaining that FCSS 1. needed a new printer or 2. needed to fix the old one. Board members sent replies. **Motion 34-26** Carrie Jackson Moves that based on the results of the

electronic voting FCSS purchase a new printer for a cost of \$552.96. **41** Seconded by Diane. **Carried**

- b. Volunteer sign up- Shelley shared the sign up for the volunteer appreciation Sunday April 19 and asked to let her know when people could be there.
 - c. Transition update: The office has moved. Shelley Loroff informed the board that the 2nd Quarter grant funding has been received by the MD#133 and been transferred to the Town of Spirit River. The cell phone has been transferred also. The rest of the funds from the MD should be released by the end of May.
- The Board took a comfort break from 7:44 pm until 7:50 pm

6. New business

- a. Camp Wanago a. **location** Shelley shared concerns about the lease that was given to the Town of Spirit River. The Board suggested that she suggests to both municipalities that a lease specifically for Camp Wanago be created so that responsibilities are clear. Also could we have a notification date if the Brownlee building isn't available, a walk through be included and if Camp Wanago isn't no longer being held at the Brownlee building the FCSS would be given 30 days to remove shed or as agreed dependant on the weather b. **fees** Discussion took place and fees were increased in 2025 so they will remain the same this year c. wages Discussion started to take place. Tammy Yaremko and Rhonda Yurchyshyn left at 8:55pm and returned at 9:00pm
- b. Meals On Wheels/ Home support/ Camp Wanago gift certificates for volunteer appreciation: Discussion took place. **Motion 39-26** Nelson Kitchen moves that gift certificates for Meals on Wheels (2), Home Support(2) and Camp Wanago (1) be given as door prizes at the Volunteer appreciation supper. Tamara Babcock Seconded. **Carried**
- c. Website: Discussion took place. Staff will work on this

Motion 35-26 Carrie Jackson moves that the board move to in camera at 8:35 pm. **Carried**

7. In Camera:

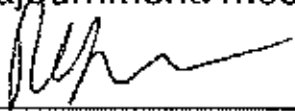
- a. Home Support wages
- b. Labour

Motion 36-26 Rhonda Yurchyshyn moves that the meeting come out of In camera at 9:27 pm . **Carried**

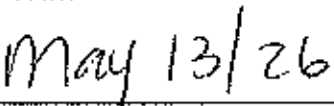
Motion 37-26 Tammy Yaremko moves that the Camp Wanago Wages be as discussed. **Carried.** The board directs the Coordinator to create wage grids for all FCSS staff and if possible to compare to neighbouring FCSS.

Motion 38-26 Rhonda Yurchyshyn moves that the Home Support wages stay as is. **Carried**

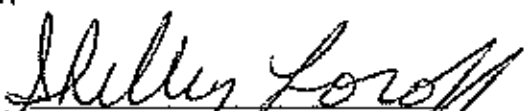
8. Correspondence: None
9. Council updates:
- MD of Spirit River: Evelyn Bzowy reported that the MD bus will be down for 2-4 weeks for repairs time frame is unknown, the MD is working on their website, The spring Fling dance is in support of Daycare in this area, and The MD has 2 graders up for sale
 - Town of Spirit River: Tammy Yaremko reported that the Town is looking for a CAO, the reservoir is almost full, and explained what a ice plant compressor that was seen in Manning was
 - Village of Rycroft: Tamara Babcock reported about the flooding in Rycroft, there will be a community Yard sale the first weekend in May, Ball hockey will be offered this summer, and organizing a car show.
 - Birch Hills County: Nelson Kitchen reported a water main break in Eaglesham, continuing to work on nuclear energy
10. Next meeting date: May 12, 2026 at Peace Wapiti Public School Division at 6:30 pm
11. Adjournment: meeting was adjourned at 9:53pm



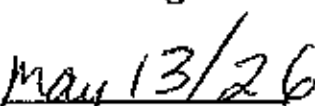
Chair



Date



Recording secretary



Date

**MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133****MEETING:**

RM 10-26

MEETING DATE:May 27th, 2026**ORIGINATED BY:**

Elena Valdes, CFO & Shirley Hayden CAO

TITLE:

Alberta Forestry & Parks: Wildfire Invoice

BACKGROUND

The Municipality received a registered letter from Alberta Forestry and Parks on May 14, 2026, containing an invoice for reimbursement of wildfire fighting and/or suppression costs associated with Wildfire GMD-004-24. Payment of the invoice is due upon receipt.

As this expense was not included within the approved operating budget, Administration is bringing this matter forward to Council for review and approval of funding from Municipal Reserves.

Attached to this RFD are:

- The registered letter received from Alberta Forestry and Parks
- The associated invoice for wildfire suppression costs
- Correspondence from Brice Daly providing additional information and guidance regarding the invoice and partial potential recovery funding opportunities

Administration also reached out to Brice Daly for clarification and advice regarding this unexpected invoice. Based on the information provided, the invoice is considered legitimate under the existing Mutual Aid Agreement between Forestry and Municipalities and is required to be paid.

Additional guidance received indicates that the Municipality may potentially qualify for partial reimbursement of eligible wildfire-related expenses through the former Municipal Wildfire Assistance Program (MWAP). Administration is currently awaiting additional expense information from Brian Kroes in order to determine total eligible wildfire costs and assess whether a funding application may be submitted.

Financial Implications

The invoice amount received from Alberta Forestry and Parks totals \$76,867.70.

As this expenditure was not budgeted for within the current operating budget, Administration is recommending that payment be funded from Municipal Reserves.

Should the Municipality qualify for wildfire recovery funding assistance, a portion of eligible costs may potentially be reimbursed at a later date.

RECOMMENDATION

That Council approve payment of the Alberta Forestry and Parks invoice for Wildfire GMD-004-24 in the amount of \$76,867.70, with funding to come from Municipal Reserves.



COPY

March 25, 2026

Dan Dibbelt, Chief Administrative Officer
Municipal District of Spirit River No. 133
Box 389
Spirit River, AB T0H 3G0

Dear Dan Dibbelt,

Subject: Demand for reimbursement for costs of fighting and/or suppressing wildfire GMD-004-24

On August 24th, 2024, at 15:55 Alberta Forestry and Parks responded to your Mutual Aid Request for assistance in fighting and/or suppressing a wildfire located in the MD of Spirit River No. 133.

Forest Operations Branch of the Department Forestry and Parks, on behalf of the Minister, incurred costs and expenses as a result of fighting and/or suppressing wildfire GMD-004-24 located a

Pursuant to s.6 of the Forest and Prairie Protection Act and 2024 Mutual Aid Fire Control Plan, the Minister is entitled to be reimbursed for those costs and expenses.

Reimbursement is hereby requested from the MD of Spirit River No. 133 as per the Mutual Aid Request referenced above. The invoice in the amount of seventy-six thousand eight hundred sixty-seven dollars and seventy cents (\$76,867.70) is attached. You are also hereby notified that payment is due upon receipt and according to those terms and conditions set out on the invoice.

If you have any questions or concerns, please contact Theo Bailey, Director, Wildfire Prevention and Investigations at the Forest Operations Branch at (780)

Sincerely,

Shawn Barraclough
Acting Executive Director, Forest Operations Branch

cc: Robert Galon, Forest Area Manager, Grande Prairie Forest Area
Theo Bailey, Director, Wildfire Prevention and Investigations

Enclosure

COPY

 Forest Operations Branch
 J.G. O' Donoghue Building
 Suite 100, 7000 - 113 Street
 Edmonton, Alberta T6H 5T6
 Telephone: 780-427-6807
www.alberta.ca

Client Name and Address: Municipal District of Spirit River No. 133 Box 389 Spirit River, AB T0H 3G0 Attention: Dan Dibbelt, Chief Administrative Officer	Invoice Number CAF GMD-004-24	Invoice Date March 25, 2026
	Invoice Amount \$76,867.70	Payment Due Date Upon Receipt

Please ...
 Return top portion with payment

Date	Description	GST	Amount
March 25, 2026	Cost of Suppression Action for Wildfire GMD-004-24 on or about August 24 th , 2024.	\$0.00	\$76,867.70
Total:			\$76,867.70

Department of Forestry and Parks
 GST Registrant Number: R124072513

Mail to:

Department of Forestry and Parks
 Finance Administration Division – Revenue Section
 J. G. O' Donoghue Building, Third Floor
 7000 - 113 Street
 Edmonton, Alberta, Canada
 T6H 5T6

Make cheque payable to: Government of Alberta



Freedom To Create. Spirit To Achieve.

FIRE BILLING
SUMMARY PAGE

COPY

FIRE NUMBER: GMD004
COMPLEX NA

Corporate Region	Aircraft	Equipment	Manpower	Supply & Service	Retardant	Fuel	Total Cost
Total	35,644.20	\$0.00	\$9,165.46	\$258.25	25,107.83	6,691.96	\$76,867.70

Billing Percent

Total Amount to be Billed: \$76,867.70 100%

TOTAL \$76,867.70

Remarks:

Complied by: Business Services

Reviewed by: _____

Date: 18-Dec-25

Date: _____

Elena Valdes

From: Shirley Hayden
Sent: Friday, May 15, 2026 1:02 PM
To: Elena Valdes
Cc: Monty Bremont
Subject: FW: Inquiry regarding Wildfire Invoice GMD-004-24 – August 24, 2024 Event
Attachments: MWAP Guidelines.pdf; MWAP Application.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

From: Brice Daly <bdaly@saddlehills.ab.ca>
Sent: May 15, 2026 12:58 PM
To: Shirley Hayden <cao@mdspiritrivier.ab.ca>
Cc: Brian Kroes <bkroes@cpfrc.ca>
Subject: RE: Inquiry regarding Wildfire Invoice GMD-004-24 – August 24, 2024 Event

Good afternoon Shirley,

According to the Mutual Aid Agreement that Forestry has with each Municipal District and County, the invoice is legitimate and will need to be paid.

Saddle Hills County also received a similar invoice, for \$265 k for fire GCU-009-24 in the 3a

SHC Administration is planning to apply to AEMA Recovery Programs, for Municipal Wildfire Assistance Program (MWAP) funding. MWAP and DRP were replaced by H.A.R.P. in 2025-26, which has a \$250,000 minimum eligibility threshold (like a deductible), and for wildfire, it only applies to "wildland-urban interface fires".

Our position is, MWAP was a "Recovery-Programs" option available to us 2024, so we should be able to confidently argue that we be allowed to apply under the 2024 MWAP guidelines, as we could not apply for any recovery assistance until AFTER Forestry sent us an invoice.

Under MWAP guidelines, a County (or MD) is required to have spent a minimum \$ quota on wildland firefighting for that entire wildfire season.

The minimum wildfire firefighting expenditure was \$25 per capita (based on MWAP guidelines).

Based on the MD's population in 2024, that would be approximately \$16,250 (\$25 x 650+/-) for the entire 2024 wildfire season.

If you can document all eligible expenses, and demonstrate that you spent that (or more), then you could apply under MWAP for cost-sharing for any amounts spent over \$16,250.

Attached are the former MWAP Guidelines and an Application.

I took the liberty of running two example calculations for you, based on:

1. MD#133 population in 2024 was approximately **650**.
2. Minimum (wildland) firefighting expenses paid, in order to be eligible under MWAP: $25 \times 650 = \mathbf{\$16,250}$
3. The (late) invoice you just received for Mutual Aid: **\$76,867.70**
4. The provincial share was 75% of the eligible amount above threshold. (per former MWAP Guidelines)

SCENARIO A:

If the MD#133 (thru CPFR) spent **\$25,000** for wildland fighting in MD#133 for the 2024 season, prior to receiving Forestry's invoice:

Adjusted total 2024 Wildland firefighting costs: **\$101,867.70** (\$25,000 + \$76,867.70)

- The municipality must effectively absorb the first \$16,250.
- Eligible wildfire costs that can be cost-shared: **\$85,617.70** (\$101,867.70 - \$16,250)
- 75% provincial cost-sharing amount would be: **\$74,213.28** (\$85,617.70 x 0.75)

SCENARIO B:

If the MD#133 (thru CPFR) spent **\$10,000** for wildland fighting in MD#133 for the 2024 season, prior to receiving Forestry's invoice:

Adjusted total 2024 Wildland firefighting costs: **\$86,867.70** (\$10,000 + \$76,867.70)

- The municipality must effectively absorb the first \$16,250.
- Eligible wildfire costs that can be cost-shared: **\$70,617.70** (\$86,867.70 - \$16,250)
- 75% provincial cost-sharing amount would be: **\$52,963.28** (\$70,617.70 x 0.75)

If you choose go this route,

- 1) The \$76,867.70 invoice will need to be paid (undisputed),
- 2) You will need to have Brian calculate all (eligible) expenses that were paid in 2024 for wildland firefighting,
- 3) The MD would need to be the official applicant for MWAP rather than CPFR (as would a DRP or HARP application),
- 4) MD would need to be prepared to argue that MWAP should be an option, as it was the Recovery Program in place in 2024.

If you have any more questions, feel free to call or email me.

Brice Daly

Manager of Protective Services

Saddle Hills County

RR1

Spirit River, AB T0H 3G0

Phone: (780) 864-3760

Cell (780) 876-2930

email: bdaly@saddlehills.ab.ca

Jct.Hwy 49 & 725; 79177 Rge Rd 84

www.saddlehills.ab.ca

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

From: Shirley Hayden <cao@mdspiritriver.ab.ca>

Date: May 14, 2026 at 4:39:55 PM MDT

To: B Daly <bdaly@cpfr.ca>

Cc: Emily Bolch <EBolch@saddlehills.ab.ca>

Subject: Inquiry regarding Wildfire Invoice GMD-004-24 – August 24, 2024 Event

Hi Brice,

**REQUEST FOR DECISION**

MEETING:	Regular Council Meeting
MEETING DATE:	May 27, 2026
PRESENTED BY:	Simon Amting, Agricultural Fieldman
TITLE:	2026 Weed and Pest Inspector Appointments

Background/Proposal:

The Seasonal staff have started with the Municipal District of Spirit River No. 133.

Part 2 Section 7(1) of the *Weed Control Act* states that a local authority shall appoint inspectors to enforce and monitor compliance with this Act within the Municipality.

Section 9(1) of the *Agricultural Pests Act* states that inspectors may be appointed by a local authority or by the Minister to carry out this Act and the Regulations.

We request that Jaxon Stokes, Shyanne Page, Cindy Thornton and Natalya Klassen to be appointed as weed and pest inspectors under the Weed Control Act and the Agricultural Pests Act effective May 1, 2026 until termination of employment with the Municipal District.

Administrative Recommendations:

That council appoints Jaxon Stokes, Shyanne Page, Cindy Thornton and Natalya Klassen as weed and pest inspectors under the Weed Control Act and the Agricultural Pests Act effective May 1, 2026 until termination of employment with the Municipal District.

Or

That Council directs administration accordingly.

Simon Amting, Agricultural Fieldman



REQUEST FOR DECISION

MEETING:	Council
MEETING DATE:	May 27, 2026
PRESENTED BY:	Simon Amting, Agricultural Fieldman
TITLE:	2025 ASB Grant Reporting

Background/Proposal:

As requested by CAO, Shirley Hayden to provide Council with the 2025 ASB Grant report to accept as Information.

Included in this Package is the 2025 – 2029 ASB Grant Agreement, 2025-2029 ASB Grant Program, 2025 ASB Grant Report, 2025 Goal Area 7 Report and 2025 Statement + Expenditures.

Administrative Recommendations:

That Council agrees to Accept 2025 ASB Grant Reporting as Information.

Or

That Council directs administration accordingly.

Simon Amting, Agricultural Fieldman

ASB Statement of Income and Expenditures 2025

Municipality: Municipal District of Spirit River No. 133

Income	Amount	
ASB Grant Legislative Funding Stream	\$ 166,247.00	
ASB Grant Resource Management Funding Stream	\$ -	
ASB Grant Rat Control Funding Stream	\$ -	
Total Income	\$ 166,247.00	Automatically calculated

Expenditures

Manpower		
Legislative Stream Program Staff	\$ 116,152.94	Salary, wages and benefits for Legislative Funding Stream Staff. Agricultural fieldmen, assistant agricultural fieldman, equipment operators, inspectors, etc. associated with the Legislated Funding Stream. Do not include Professional Development.
Resource Management Stream Program Staff		Salary, wages and benefits for Resource Management Stream Program staff (i.e. Rural Extension Specialist). Do not include Professional Development.
Rat Control Funding Stream Staff		Salary, wages and benefits for inspection staff (i.e. Rat / Pest Inspector). Do not include Professional Development.
Total Manpower	\$ 116,152.94	Automatically calculated

Program		
Legislative Funding Stream Program	\$ 94,355.36	All expenses, other than manpower and capital, related to Legislative Funding Stream Activities. Professional development, operating expenses for vehicles, equipment parts, safety supplies, herbicide and other non-capital supplies required to carry out activities related to the Legislative Funding Stream.
Resource Management Funding Stream Program		All expenses, other than manpower and capital, related to Resource Management Funding Stream Activities. Professional development, supplies for extension events, operating expenses for vehicles, safety supplies and other non-capital supplies related to Resource Management Funding Stream activities.
Rat Control Funding Stream Program		All expenses, other than manpower and capital, related to Rat Control Program Activities. Professional development, inspection and operating expenses and other non-capital supplies.
Total Program Expenditures	\$ 94,355.36	Automatically calculated

Capital Expenditures		
Legislative Funding Stream Capital	\$ 96,337.50	Capital expenses for trucks, tractors, mowers, spray trucks, computer systems, etc. Operating and repair expenses should be put in with Legislative Funding Stream Program Expenses.
Resource Management Funding Stream Capital		Capital expenses for trucks, solar waterers and other equipment. Operating and repair expenses should be put in with Resource Management Funding Stream Program Expenses.
Rat Control Funding Stream Capital		Capital expenses for trucks, solar waterers and other equipment. Operating and repair expenses should be put in with Rat Control Funding Stream Program Expenses.
Total Capital Expenditures	\$ 96,337.50	Automatically calculated

Total Expenditures **\$ 306,845.20** Automatically calculated

Municipal Contribution		
Legislative Funding Stream	\$ 140,598.20	Automatically calculated
Resource Management Funding Stream	\$ -	Automatically calculated
Rat Control Funding Stream	\$ -	Automatically calculated
Total Municipal Contribution	\$ 140,598.20	Automatically calculated

I certify the amounts indicated accurately reflect program activities for the period specified and the Minister may at any time request supporting documents for audit purposes.

Certification:

(a) The costs described in this claim and considered eligible were incurred according to the terms and conditions of the Agricultural Service Board Grant Program for 2025-2029.

Signing Authority: _____
(CAO, CFO or other authorized financial signing authority)

GRANT AGREEMENT ASB-076919

AGRICULTURAL SERVICE BOARD 2025-2029 GRANT AGREEMENT

This Agreement is made effective the 1st day of January, 2025 (the "Effective Date")

BETWEEN:

HIS MAJESTY THE KING IN RIGHT OF ALBERTA,
as represented by the Minister of Agriculture and Irrigation
(the "Minister")

AND:

MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133
(the "Applicant")

PREAMBLE:

1. The Minister is operating the Agricultural Service Board Grant Program for 2025-2029 under which projects may be eligible for grants.
2. The Applicant has applied for a grant with respect to a project.
3. The Applicant is prepared to perform and enter certain undertakings relative to the payment of the grant.

The Minister and the Applicant therefore agree as follows:

1. INTERPRETATION

1.1 Definitions - In this Agreement, including the Preamble, the following expressions have the following meanings:

"Agreement" means this Agricultural Service Board 2025-2029 Grant Agreement.

"Application" means the completed application form and all attachments submitted by the Applicant and approved by the Minister, as may be amended, a copy of which is attached to this Agreement as Schedule "A";

"ASB" means an agricultural service board constituted under the *Agricultural Service Board Act*.

"ASB Program" means Agricultural Service Board Grant Program for 2025-2029;

"ASB Program Reporting" means the reporting form published by the Minister, as amended from time to time;

"Calendar Year" means January 1st to December 31st;

"Effective Date" means the date first above written;

“Eligible Expenses” means those expenses described in section 4.1 that are to be incurred by the Applicant directly in furtherance of the Project and which are eligible for payment under this Agreement, subject to the terms and conditions in this Agreement;

“Grant” means the grant described in section 2.1 to be paid by the Minister to the Applicant pursuant to this Agreement;

“Grant Proceeds” means the amount of the Grant plus all interest or other return obtained by the Applicant from investing all or part of the Grant pending disbursement on the Project;

“Legislative Activities” means the activities to be performed by the Applicant described in Schedule A of the Application;

“Project” means the Legislative Activities and if applicable the Resource Management Activities to be performed by the Applicant as described in the Application;

“Regulation” means the *Ministerial Grants Regulation* under the *Government Organization Act* (Alberta);

“Resource Management Activities” means the activities to be performed by the Applicant described in Schedule A, of the Application, as applicable; and

“Term” means the period from the Effective Date to December 31, 2029.

- 1.2 **Section Numbers** - References in this Agreement to section numbers are to the corresponding numbered provisions of this Agreement, unless the context provides otherwise.
- 1.3 **Schedules** – The following Schedules are attached to and form part of this Agreement:
Schedule “A” – Application
- 1.4 **Entire Agreement** - This Agreement, which includes the attached Schedules, is the entire agreement between the Minister and the Applicant with respect to support by the Minister of the Project, and supersedes all previous agreements, correspondence, negotiations and understandings. There are no agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement. In the event of a conflict between the body of this Agreement and a Schedule, the body shall prevail.

2. THE GRANT

- 2.1 **Payment of Grant** – Subject to the terms and conditions of this Agreement, the Minister will pay to the Applicant up to a maximum of \$831,235.00 in support of Legislative Activities and, if applicable, up to a maximum of \$0.00 in support of Resource Management Activities, (collectively the “Grant”), as follows:

- (a) \$166,247.00 in Legislative Activities, upon execution of this Agreement;
(b) \$166,247.00 in Legislative Activities, following receipt of Annual Report 1, to the satisfaction of the Minister;

- (c) \$166,247.00 in Legislative Activities, following receipt of Annual Report 2, to the satisfaction of the Minister;
 - (d) \$166,247.00 in Legislative Activities, following receipt of Annual Report 3, to the satisfaction of the Minister;
 - (e) \$166,247.00 in Legislative Activities, following receipt of Annual Report 4, to the satisfaction of the Minister;
- 2.2 Amount of Grant** -- The total amount of the Grant shall not exceed \$831,235.00 5 YR TOTAL. If the Grant exceeds the Applicant's Eligible Expenses, as determined by the Minister, then the Grant shall be reduced upon review by, and at the absolute discretion of, the Minister. At the end of the Term, if the Applicant's Eligible Expenses, as determined by the Minister, are less than the amount of the Grant Proceeds, then the Applicant shall immediately refund the difference to the Minister
- 2.3 Use of Grant Proceeds** -- The Grant Proceeds shall be used exclusively for the paying of Eligible Expenses for the Project. Immediately upon receiving each Grant payment, the Applicant shall identify in its records the Grant funds as being committed exclusively to Legislative Activities and, if applicable, to the Resource Management Activities. The Applicant shall maintain separate records for the Grant Proceeds that enable the Applicant to identify, at any given time, the commitments, expenditures, interest earned (if any), and remaining Grant Proceeds balance.
- 2.4 Repayment of Grant Proceeds** - Any portion of the Grant Proceeds that were not expended by the Applicant directly on Eligible Expenses for the Project becomes immediately repayable to the Minister.
- 2.5 Application for Grant** - The Minister acknowledges that the Application constitutes an application in a manner and form acceptable to the Minister and thereby in compliance with the Regulation.
- 2.6 No Other Financial Assistance** - The Applicant acknowledges that the Grant may not be sufficient to cover the entire cost of the Project and that the Applicant shall be solely responsible for raising funds from other sources to carry out the Project. The Applicant acknowledges that the Grant is the only financial assistance the Minister will provide to the Applicant for the Project.
- 2.7 No Obligation to Provide Licenses or Approvals** - The Applicant acknowledges that the payment of a Grant under the ASB Program creates no obligation on the part of the Minister to provide licenses or approvals under any legislation.
- 2.8 Grant Regulation** - In addition to complying with the terms expressly set out in this Agreement, the Applicant must comply with the Regulation, including any applicable amendments enacted under the *Government Organization Act* (Alberta).
- 2.9 Changes in ASB Program Funding Levels** -- In the event that ASB Program funding levels are changed to the extent that the money available to the Minister to make a grant under the ASB Program is reduced or eliminated, the Minister may, in their sole discretion, reduce the amount of the Grant, or cancel the Grant and terminate the Agreement. Each of the payments described in section 2.1 is therefore subject to funds being available in the respective year. If the Minister reduces the amount of the Grant, the Minister will send the Applicant a letter stating the updated Grant amount and payment schedule, and this letter shall constitute an amendment to the Agreement. The Applicant acknowledges that ASB Program funding levels may change, and is not undertaking the Project solely in reliance on

funding from the Minister.

- 2.10 Maintaining Eligibility** – To receive payment under this Agreement, the Applicant must maintain its eligibility under the ASB Program, as defined in the ASB Program Terms and Conditions.
- 2.11 Disclosure of Grant Recipient Information** – The Applicant acknowledges that the Minister publicly discloses the following information for all grant recipients: the grant recipient name, the amount of the grant, the program the grant is paid under, and the payment date.

3. THE PROJECT

- 3.1 Completion of the Project** – The Applicant shall diligently and in a timely manner carry out the Project, in consultation with and on the advice of the Applicant's ASB and in accordance with applicable legislation including the ASB Act.
- 3.2 Alteration of the Project** - The Applicant shall not alter the scope of or suspend the Project in any respect material to this Agreement, except with the prior written consent of the Minister. Alteration or suspension of the Project may result in a reduction of the Grant, in the sole discretion of the Minister.

4. ELIGIBLE EXPENSES

- 4.1 Eligible Expenses** – The Applicant may only use the Grant Proceeds for the following Eligible Expenses:
- 4.1.1. Eligible Non-Capital Expenses**, as approved by the Minister and stated in the grant agreement, may include:
- (a) staffing - salary, wages, benefits and professional development of ASB staff;
 - (b) operating expenses for ASB Program related vehicles and equipment;
 - (c) ASB Program materials and supplies;
 - (d) office operations;
 - (e) contracted services;
 - (f) extension and outreach education related activities for eligible activities.
- 4.1.2. Eligible Capital Expenses**, as approved by the Minister and stated in the grant agreement, may include in each year of the Term:
- (a) costs for the purchase or lease of capital items up to a maximum of \$5000 in support of Legislative Activities; and
 - (b) if applicable, costs for the purchase or lease of capital items up to a maximum of \$5000 in support of Resource Management Activities.
- 4.1.3** In incurring Eligible Expenses, the Applicant must follow a process that is transparent, fair, and promotes the best value for the money expended. Eligible Expenses incurred by the Applicant must be at competitive prices that are no greater than fair market value.
- 4.1.4** If the Minister, in their sole discretion, considers the amount of any Eligible Expense claimed by the Applicant to be unreasonable, the Minister may adjust the

amount of that Eligible Expense to an amount the Minister considers reasonable.

- 4.2 Ineligible Expenses** – In no event shall any of the following be an Eligible Expense:
- (a) in each year of the Term, costs for the purchase or lease of capital items over \$5000 in support of Legislative Activities and over \$5000 in support of Resource Management Activities;
 - (b) Goods and Services Tax (GST);
 - (c) alcohol;
 - (d) cannabis;
 - (e) expenses funded through any other federal or provincial government grants, programs or projects;
 - (f) speaker fees from any in country government employee (includes all levels of government);
 - (g) producer contributions of any kind such as land, labour, mileage etc.;
 - (h) livestock arrangements of any kind;
 - (i) donations;
 - (j) grants;
 - (k) expenses incurred by the Applicant outside of the Term;
 - (l) any other expense deemed by the Minister to be an ineligible expense.
- 4.3 Fair Market Value** - In incurring Eligible Expenses, the Applicant must follow a process that is transparent, fair, and promotes the best value for the money expended. Eligible Expenses incurred by the Applicant must be at competitive prices that are no greater than fair market value.
- 4.4 Adjustment of Eligible Expenses** - If the Minister in his sole discretion, considers the amount of any Eligible Expense claimed by the Applicant to be unreasonable, the Minister may adjust the amount of that Eligible Expense to an amount the Minister considers reasonable.
- 4.5 Calculation of Eligible Expenses** - Eligible Expenses shall be calculated based on the actual out of pocket cost to the Applicant (i.e. cost of the Eligible Expense less any rebates, discounts, incentives and/or credits, whether provided at the time of purchase or at a later date).
- 4.6 Determination of Eligible Expenses** – The determination of whether an expense incurred by the Applicant in performing the Project constitutes an Eligible Expense is at the sole discretion of the Minister.
- 4.7 Capital Items Purchased** - The Applicant shall not return for refund any capital items for which the Applicant has purchased using the Grant Proceeds. The Applicant shall not sell or trade any capital items for which the Applicant purchased using Grant Proceeds for at least three years after the end of the Term.

5. REPORTING, MONITORING AND INSPECTION

- 5.1 Annual Reports** - The Applicant shall provide the Minister with the following annual reports (the "Annual Reports") in writing using the ASB Program Reporting, to the Minister's satisfaction, detailing, for the time period covered by the Annual Report:

- (a) a statement of the Applicant's ASB income and expenditures for the Calendar Year covered by the Annual Report, certified by a financial officer of the Applicant;
- (b) a report highlighting the results of the Schedule "A" activities for the Calendar Year covered by the Annual Report;
- (c) confirmation that the Applicant has filed its annual financial information returns, including audited financial statement and auditor's report, to Municipal Affairs as per section 278 of the Municipal Government Act;
- (d) the status of the Grant Proceeds, including all expenditures of the Grant Proceeds and the amount of Grant Proceeds currently held by the Applicant;
- (e) any other grants from any level of government in respect of the Project; and
- (f) any other information requested by the Minister.

The Annual Reports must be submitted between the following dates:

- i. Annual Report 1, to be submitted between March 1, 2026 and April 30, 2026 covering the time period from January 1, 2025 to December 31, 2025;
- ii. Annual Report 2, to be submitted between March 1, 2027 and April 30, 2027, covering the time period from January 1, 2026 to December 31, 2026;
- iii. Annual Report 3, to be submitted between March 1, 2028 and April 30, 2028, covering the time period from January 1, 2027 to December 31, 2027;
- iv. Annual Report 4, to be submitted between March 1, 2029 and April 30, 2029, covering the time period from January 1, 2028 to December 31, 2028; and
- v. Annual Report 5, to be submitted between March 1, 2030 and April 30, 2030, covering the time period from January 1, 2029 to December 31, 2029.

The Minister may require that any Annual Reports be reviewed, assessed and reported on by the Applicant's auditors. Upon request by the Minister, the Applicant shall in a timely manner elaborate on any particular aspect of an Annual Report.

- 5.2 Events Related to Project** - The Applicant shall provide the Minister with prompt notice of any material events, developments or circumstances that arise in relation to the Project.
- 5.3 Additional Reports** - The Minister may request the Applicant to submit additional reports during the Term which the Applicant shall submit, to the Minister's satisfaction by the dates specified by the Minister.
- 5.4 Accounting Records** - From the effective date of this Agreement until six years following the end of the Term, the Applicant shall maintain separate accounting records for the Project and the Grant Proceeds and make them available for inspection by the Minister and representatives of the Minister (including the Auditor General of Alberta or any other auditor of the Project engaged by the Minister at its own expense) at all reasonable times upon reasonable notice.
- 5.5 Verification** - The Applicant consents to the Minister obtaining information from or releasing information to any other government department, agency or other body for the purposes of verifying the Applicant's eligibility for payment under the ASB Program.
- 5.6 Audits** - The Applicant agrees to give the Minister and representatives of the Minister access to examine the Applicant's ASB operations from the Effective Date until six years following the end of the Term. The Applicant agrees to make available to the Minister and representatives of the Minister all records, books of account, income tax returns, information, databases, invoices, and audit and evaluation reports in relation to the Project that are necessary for the audit and evaluation of the Project. If the Applicant fails to provide such information or within a reasonable time on reasonable notice, as determined

by the Minister, the Applicant may be required to refund any payments received for the Project, as well as forfeit any future payments for the Project.

5.7 Inspection - From the Effective Date until six years following the end of the Term, the Minister is entitled, at reasonable times and upon reasonable notice to the Applicant, to attend at the Applicant's premises for the purpose of examining any items pertinent to the Project in order to assess whether the Applicant is in compliance with the terms of this Agreement.

5.8 Applicant Cooperation - The Applicant agrees to cooperate with the Minister in the completion of any audit, evaluation or inspection of the Project, or of the Grant.

6. OTHER OBLIGATIONS OF THE APPLICANT

6.1 Representations and Warranties - The Applicant represents and warrants to the Minister that:

- a) the person signing the Application is duly authorized to make the Application and bind the Applicant to the Program Terms and Conditions;
- b) no Application has been made for the same activities by any other person, including without limitation, a participating municipality;
- c) it has made full, true and plain disclosure to the Minister of all facts relating to the ASB and the Project that are material to its Application, including without limitation all sources of funding from other governments;
- d) it has adequate human resources, experience and skills to carry out the activities described in the Application;
- e) there is presently no action, suit, or proceeding being brought or pending or threatened against or affecting the Applicant which could result in the expropriation of any property of the Applicant, or which could affect its operations, properties, financial condition, or its ability to complete the Project;
- f) it is in compliance with all laws, orders and authorizations which relate to or affect it and is not subject to any order of any court or other tribunal affecting its operations;
- g) it has the power and authority and all necessary licenses and permits to own and operate its properties and carry on its operations, to make the Application, to enter into this Agreement, and to carry out the Project; and
- h) the execution of this Agreement by the Applicant has been duly and validly authorized by the Applicant in accordance with applicable law, and shall constitute a binding legal obligation of the Applicant.

7. NON-COMPLIANCE

7.1 Event of Default - Any one or more of the following shall constitute an event of default, each as determined in the Minister's discretion ("Event of Default"):

- (a) failure of the Applicant to comply with any of its obligations under this Agreement;
- (b) the Applicant ceases to carry out the Project during the Term;
- (c) the Applicant becomes insolvent or ceases to carry on its operations; or
- (d) a resolution is passed or an application is made for winding up, dissolution, liquidation or amalgamation of the Applicant.

7.2 Notice of Events of Default - The Applicant shall provide notice to the Minister of the occurrence of any Event of Default, as defined under section 7.1, as soon as possible on the occurrence of an Event of Default.

- 7.3 Consequences of Default – Upon the occurrence of an Event of Default**
- (a) in addition to any other remedy under this Agreement or at law, the Minister may do one or more of the following:
 - i. withhold payments of the Grant to the Applicant;
 - ii. demand that the Applicant immediately repay to the Minister all or part of the Grant. Any such amount shall be a debt due to and recoverable by the Minister;
 - iii. terminate the Agreement; and
 - (b) the Minister may require the Applicant to do one or more of the following, and depending on the requirement, the Applicant shall immediately:
 - i. pay to the Minister the amount demanded pursuant to section 7.3(a)(ii); and
 - ii. provide an accounting of the full amount of the Grant Proceeds with an audit report to the Minister.
- 7.4 Right of Set-Off -** The Applicant agrees that the Minister may set-off against any other grant or amount payable to the Applicant under any programs administered within Alberta Agriculture and Irrigation any amounts that become repayable by the Applicant to the Minister under the provisions of this Agreement.

8. INDEMNITY

- 8.1 Indemnity -** The Applicant shall indemnify and hold harmless the Minister and the Minister's employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Applicant is legally responsible, including those arising out of negligence or willful acts by the Applicant, or the Applicant's employees or agents.
- 8.2 Insurance -** The Applicant will maintain insurance sufficient to cover any claims or liabilities which may reasonably arise out of or relate to its obligations under this Agreement and will provide evidence of such insurance upon request.

9. COMMUNICATIONS

- 9.1 Announcements -** The Applicant shall not make any public announcement or issue any press release regarding the entering into of this Agreement, the making of the Grant, or the Project, except in consultation with the Minister and with the approval of the Minister as to the content of the announcement or press release, which approval shall not be unreasonably withheld.
- 9.2 Disclosure -** The Applicant acknowledges and agrees that the Minister may disclose this Agreement and its contents by any means chosen by the Minister including without limitation tabling it before the Legislature.
- 9.3 Freedom of Information and Protection of Privacy Act -** The Applicant acknowledges that information and records maintained by the Minister relating to this Agreement are subject to the *Freedom of Information and Protection of Privacy Act* (Alberta). This Act allows any person a right of access to records in the custody or under the control of a public body, subject to limited and specific exceptions.
- 9.4 Liaison -** The Minister designates for the time being the Agricultural Service Board (ASB) Program Manager, Alberta Agriculture and Irrigation, to maintain an ongoing liaison with

the Applicant in matters pertaining to this Agreement, and as having authority to communicate to the Applicant on behalf of the Minister any notice, approval, consent or other communication under this Agreement. In the absence of any further designation or limitation communicated by the Minister, the Applicant may assume that any such communication from the Minister's designate named above has been duly authorized.

10. GENERAL

10.1 Notices - Any notice, consent or other communication under this Agreement must be in writing and is effective when delivered by any means, including e-mail, to the following respective addresses:

- (a) if to the Minister:
 Alberta Agriculture and Irrigation
 #107, J.G. O'Donoghue Building
 7000-113 Street
 Edmonton, Alberta T6H 5T6
 Attention: ASB Program Manager
ASB.Grant@gov.ab.ca
- (b) if to the Applicant:
 Municipal District of Spirit River No. 133
 PO BOX 389
 Spirit River, AB
 T0H 3G0

Either party may change its contact information by giving notice to the other in the above manner.

10.2 Survival - Notwithstanding any other provision of this Agreement, those sections which by their very nature continue after the conclusion or termination of this Agreement shall continue after such conclusion or termination.

10.3 Amendment and Waiver – With the exception of a letter sent by the Minister to an Applicant to amend the Agreement pursuant to section 2.9, no amendment of this Agreement is effective unless made in writing and signed by a duly authorized representative of each of the Minister and the Applicant. No waiver of any provision of this Agreement is effective unless made in writing, and any such waiver has effect only in respect of the particular provision or circumstance stated in the waiver. No representation by either of the parties with respect to the performance of any obligation under this Agreement is capable of giving rise to an estoppel unless the representation is made in writing.

10.4 Additional Assurances - The Applicant agrees to, from time to time, do all such acts and provide such further assurances, instruments, and agreements as may reasonably be required in order to carry out the provisions of this Agreement according to their spirit and intent. However, this section 10.4 shall not in any event be construed as obligating the Minister to amend or enact any statute or regulation.

10.5 Assignment - The Applicant may not assign this Agreement or any right or benefit under it.

10.6 No Agency - Nothing in this Agreement is intended to constitute the parties as an agent of

the other for any purpose, or to create any relationship of agency, partnership or joint venture.

10.7 Governing Law – This Agreement shall be construed, interpreted and applied in accordance with the laws and in the courts of the Province of Alberta

10.8 Severability – The terms and conditions of this Agreement are severable, and any term or condition determined to be void or unenforceable in whole or in part shall not be deemed to affect or impair the validity of this Agreement or any other term or condition of it.

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

HIS MAJESTY THE KING IN RIGHT OF ALBERTA, as represented by the Minister of Agriculture and Irrigation

Date: _____

Per: _____

Print Name and Title

MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

Date: 06/06/25

Per: [Signature]

Shirley Hayden, Assistant CAO
Print Name and Title

Date: 06/06/25

Per: [Signature]

Simon Amting, Agricultural Fieldman
Print Name and Title



Protected A (when completed)

Application Deadline: January 31st, 2025

1. Grant Program Information

Grant Overview

- Municipalities on behalf of Agricultural Service Boards (ASBs) may apply for an ASB grant under the Program for Legislative Funding Stream (LFS) only or Legislative Funding Stream plus Resource Management Funding Stream.
- The Resource Management Funding Stream will be a merit-based process, without a base level of funding.
- This is a one-time Application process for a five-year term.
- Please refer to the Agricultural Service Board Grant Program 2025-2029 Terms and Conditions (Program Terms and Conditions) for defined terms and further details regarding the Program.
- For eligible municipalities located in the Rat Control Zone, complete Part C for the Rat Control Funding Stream. For details on eligibility for this stream, see Terms and Conditions Appendix 2.

Grant Program Objectives

- Support ASBs with the administration of legislative requirements under the *Agricultural Service Board Act*.
- Support ASBs in the development and delivery of resource management extension programming to increase awareness and understanding of sustainable agricultural practices with an emphasis on meeting industry standards that support consumer expectations.
- The Rat Control Funding Stream supports municipalities within the Rat Control Zone in administering the Rat Control Program.

Grant Application Deadline

- Applications must be received by AGI through ASB.Grant@gov.ab.ca on or before **January 31st, 2025**, to be eligible for all Funding Streams.

Eligibility Criteria Summary

- Please refer to the Program Terms and Conditions for information.

Notice of Collection

Agricultural Service Board Act and Freedom of Information and Protection of Privacy Act

The information collected on and with this form is for the purposes of administering the Agricultural Service Board Grant Program as contemplated in Section 7 of the *Agricultural Service Board Act*. The information is collected in accordance with and is subject to the provisions of the *Freedom of Information and Protection of Privacy (FOIP) Act*. If you have any questions or concerns regarding the collection or use of this information, please contact the ASB Program Manager, Phone: 310-0000 and dial 780-938-4149. Email: ASB.Grant@gov.ab.ca

2. Applicant Information

Legal Name of the Applicant (Municipality)
MD OF SPIRIT RIVER #133

Contact Last Name Amting	Contact First Name Simon	Title Agricultural Fieldman	
Contact Mailing Address 4202 50th Street	City or Town Spirit River	Province AB	Postal Code T0H 3G0
Contact Primary Phone 780-864-3500	Contact Fax	Contact Email Address samting@mdspiritriver.ab.ca	

3. Program Application Process

ASB Grant Program for 2025-2029 Application Checklist

Checklist of supporting documentation that is to be submitted with the Program Application Form.

Applicant is applying for (Please select one option):

- Legislative Funding Stream Only
- Legislative Funding Stream + Rat Control Program Funding Stream (only if eligible)
- Legislative Funding Stream + Resource Management Funding Stream
- Legislative Funding Stream + Resource Management Funding Stream + Rat Control Program Funding Stream (only if eligible)

Does your Agricultural Fieldman have responsibilities in addition to those supported by the ASB grant funding? (refer to definition for Agricultural Fieldman in ASB grant program terms and conditions)

- Yes No

If Yes, please identify all additional responsibilities below, and state the additional qualified staff you will provide to ensure all legislative (delegated authority) responsibilities and requirements are supported and met.

In the municipality/county, the Agricultural Fieldman is also responsible for:

- Road Side Mowing Program.
- Beautification and maintenance for Nardam Campsite outside of Rycroft.
- Beautification and maintenance for two Cemeteries within the MD.
- Brushing ROW Program
- Joint Health and Safety Program

The municipality/county, will provide the following qualified staff and resources to ensure all legislative (delegated authority) responsibilities and program requirements are supported and met:

- Agricultural Fieldman

Is the Municipality a Participating Municipality in any other Resource Management Funding Stream grant application under the Program?

- No Yes

Name of Municipality Applying

List all Formal Partnering Municipalities, if applicable.

- Application Completed and Signed
- Schedule A Is completed, as applicable and attached

Method of Submission: Applications must be signed with original signatures (not e signatures) and submitted by email.

Application Submission Process

Submission Address: By email to: ASB.Grant@gov.ab.ca

Reminder: The ASB Grant Program Application is due January 31st, 2025.

4. Grant Application Assistance

Contact your local ASB Grant Program Representatives for assistance.

Office of Program Contact	Contact Phone Number	Contact Email Address
Legislative Funding Stream Kerriane Koehler-Munro Manager, ASB Unit	Call toll free at: 310-0000 and then dial 780-938-4149	kerriann@gov.ab.ca
Resource Management Funding Stream Jason Price Manager, Agri-Environmental Policy	Call toll free at: 310-0000 and then dial 780-427-4281	jasc@gov.ab.ca
Rat Control Funding Stream Karen Wickerson Rat & Pest Program Specialist	Call toll free at: 310-0000 and then dial 403-948-3999	karen@gov.ab.ca

5. Useful Resources

Use the following resources to find information on the ASB Grant Program.

Resource	Website Address
All ASB forms and ASB Grant Program Terms and Conditions	www.alberta.ca/agricultural-service-boards-program-overview.aspx
ASB Grant Application Guidance	Not applicable

6. Supporting Schedules

The following supporting schedule is included with this Application Form and must be completed by the applicant to apply for the Legislative and Resource Management Funding Streams of the Program:

Schedule A	Please complete the following sections depending on which Funding you are applying for: <ul style="list-style-type: none"> • Part A if only applying for Legislative Funding Stream • Parts A & B if applying for Legislative Funding Stream plus Resource Management Funding Stream • Part C if applying for Rat Control Program Funding Stream
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2025-2029 ASB Grant Application Requirements

Schedule A

Part A (mandatory for all applications)

Part B (include if applying for Resource Management)

Part C (include if eligible for Rat Control Program)

Schedule "A" Application

Legislative Stream Agricultural Situation Statement – provide a brief overview on what is influencing your ASB programming for the seven goal areas. This may include but is not limited to:

- Relevant location descriptions i.e., are you close to urban areas or rural; types and % land used for agriculture and other purposes i.e., livestock, crops, mixed uses, acreage, natural resources, light/heavy industrial; natural features that impact agriculture i.e., river systems, forests, native grasslands; proximity to major transportation corridors i.e., roads, railways.
- Relevant demographic descriptions i.e., total population, % population directly involved in agriculture.
- History – what have you achieved and learned in the past 5 years for legislation, outreach and producer economic sustainability that you will build upon in this grant cycle.
- Looking Forward – what do you want to accomplish for agriculture in the next 5 years. This builds on your successes and learnings from the past grant cycle and will be informed by your priorities for each legislation, outreach and producer economic sustainability.

Strategic Priorities – establish what your ASB/municipality will focus on over the next five years for agriculture related to legislation, outreach and producer economic sustainability. Priorities are not descriptions of activities. The priorities you set are to be reflected in the activities identified under each goal area.

Goals/Objectives – describe at a high level what you intend to accomplish within each goal area by doing the activities. Each of the seven goal areas for the legislative stream must be addressed in your application in accordance with the requirements for all relevant legislation.

- Each goal will have an objective e.g., 4.1. Each goal will have an objective that supports the identified priorities and will have activities and outputs that contribute to achieving the objective for that goal e.g., 1.1, 2.1, etc.
- You will likely have multiple goals/objectives within each goal area that will be informed by your priorities and the legislated requirements.

Activities – identify what you will do to achieve your goal or make progress towards meeting your objective. While the activities in your application may be further broken down into tasks that various units or individuals will be responsible for completing, you do not have to include tasks in your application.

When identifying the activities in your application that you will do to address the priorities for each legislation, consider the resources (staffing, equipment, technology, materials) you need to complete the activities and meet your objectives.

Over each year of the grant cycle, for reporting, you should be able to accurately identify/estimate the staffing resources allocated for each of the seven legislated goal areas.

Minimum Activity Level: Where a 'Goal Area' is not a major focus or concern for a municipality, the minimum activity for each goal area is to create goals and activities for the legislation that demonstrates the ability to respond to achieve compliance and the ability to provide appropriate relevant outreach/extension materials or programming to support awareness of legislated requirements or the economic sustainability of producers.

For example,

- ASB: submit annual report, governance - appoint board; appoint Agricultural Fieldman.
- APA/SCA/WCA: appoint inspectors, monitor for and track occurrences that would warrant a response; appoint appeal committees to meet legislation.
- APA/SCA/WCA/AHA: have a policy/procedure in place on monitoring which includes what would guide the steps to take to respond, document the actions taken and provide relevant outreach information.
- APA/SCA/WCA/AHA Outreach: provide relevant information and programming to residents on legislative requirements to support compliance.
- Extension: provide relevant information, programming and services to producers that supports their economic sustainability.

Performance Measures: Outputs & Targets

An **output** describes a tangible result obtained from completing the activity. Outputs are usually associated with a product and/or number depending upon the activity. For example, product = a report vs number = the number of reports that resulted from doing the activity.

A **target** sets the standard (quantity, quality) you have defined for an output. Not all outputs will have targets. When there is a target set for an output, it is to be based on the realistic level required for the output's success. For example, identify a reasonable number of inspectors to appoint annually to complete your WCA inspections. This is based on the requirements to adequately complete the activity (weed inspections) to achieve compliance. You may need 2 or you may need 10+ inspectors for this activity. For example, if your target is 5 inspectors and you appoint 3 or 7 (output), there is a difference between the target and output that may require an explanation as to what changed in your municipality to warrant a decrease or increase in the number of inspectors appointed.

The type of activity will determine whether you have targets. Collectively these outputs are used to credibly report on the results of your activities and demonstrate that your goals/objectives were met.

Schedule "A" Application

Must be submitted with the signed application form and is DUE: January 31st, 2025.

Part A (must be completed for all applications)

Legislative Stream Situation Statement (A brief overview on what informs your ASB program)

The MD of Spirit River #133 is located in the Peace River Region of Northwestern Alberta, approximately 78 kilometers North of the city of Grande Prairie. Agriculture is the primary industry in the Municipal District of Spirit River No. 133. In the 2016 Statscan Census the population of the Municipal District of Spirit River was 700 people and the land base of the MD is 169,426 acres. The Municipal District of Spirit River No. 133 is bordered to the north by the Peace River, and Birchhills County, to the west Saddle Hills County, to the east Birchhills County, and to the south is Saddle Hills County and Birchhills County.

The land use in the Municipality is primarily grain and oilseed crops. Mainly wheat, canola, and peas. Forages are also grown in the MD. There are several livestock producers producing approximately 6500 head of beef cattle and 200 head of elk along with goats, backyard swine, poultry, and horses. The Municipal District of Spirit River No. 133 is home to one of the largest wild boar operations in Alberta.

Here is an estimated breakdown of our municipal land use:

Annual crops: 128,015ac
Improved pasture: 24,108ac
Unimproved pasture: 11,325ac
Woodlots and other uses: 4,550

The Municipal District of Spirit River is responsible for managing weeds and pests on approximately 550 kms of road, 2 cemeteries, 1 park, 40 kms of railroad, and 43 kms of Provincial highway which must be monitored.

The Municipal District of Spirit River has 20 water resource projects that must be managed for weed and erosion control. They are:

Bremner Creek Drainage 2330A
Bridgeview Drainage 12994
Burnt River Erosion Control 16386
Chalus Drainage 12854
Dunvegan Creek Drainage 19811
Durda Chute 44135
Krefting Ditch (ALSO IN 30-079-3-W6) 49538
McDougal Drainage Ditch Stage II 49596
Prestville Drainage 2330
Roscoe Drainage 12471
Rycroft #2 Drainage Rehab 12472
Rycroft Flooding Study 44346
Rycroft Village Water Supply 8038
Spirit River Drainage No.1 13035
Spirit River Drainage No. 2 12472
Spirit River Drainage No. 3 2330B
Spirit River West Erosion Control 44862
Volin Flood Control
Woking Drainage 12833
Young's Drainage 12769

There are four rivers located in the Municipal District of Spirit River No.133.

[Empty box]

Strategic Agricultural Priorities (add additional rows for priorities as needed)

Priorities are not activities. They are based on the most significant legislated roles and responsibilities for compliance and the economic sustainability of producers and agriculture in your municipality/county informed by your situation statement.

Priority 1

We prioritize the agricultural and environmental concerns of the ratepayers who reside in our municipality. We strive to bring maximum value to our ratepayers and promote the economic well-being of agricultural communities and to develop local marketing opportunities.

Priority 2

By providing education and training opportunities for the farmers by arranging public information sessions, seminars, field days and on farm training activities that will lead local communities towards sustainable stewardship of land, food and fibre while respecting nature and protecting natural resources. To promote the synergy between urban and rural living so that agriculture can remain the primary industry within our municipality.

Priority 3

We value the environmentally sustainable management of weeds, agricultural pests, and soil erosion through inspection, and management practiced based on the economic thresholds and best management practices.

Priority 4

Stewardship will be fostered through the actions and programming of the Agricultural Service Board, the department and in collaboration with external organizations.

Insert additional rows to identify all priorities that will be addressed in your application under the Legislative Stream.

Goal Area #1: Delivery/Support of the Agricultural Services Board Act (ASBA)

Goal 1-1

Objective

Maintain and improve an effective governance structure for the ASB as per the ASB act provides the ability to meet all legislated requirements.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-6

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Advertise and Review throughout the year to recruit new and qualified ASB Board Members to create an innovative atmosphere.
2. To provide Council with monthly ASB updates and a year end report including the activities and accomplishments that were identified in ASB's strategic plan and is approved by Council.
3. Council appoints Weed inspectors under the Weed act annually.
4. Council with input from ASB appoints a qualified Agricultural Fieldman.
5. Council annually appoints an officer under the Soil Conservation Act and Agricultural Pests Act.
6. Council resolution or bylaw establishes ASB, Authorizing ASB as a board, outlining board composition, terms, roles, responsibilities, reporting requirements and qualifications.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. Approved Council motion with list of current board member appointments that meet the ASB Act annually.
2. Approved Council motion accepting ASB monthly and annually reports.
3. Approved Council motion appointing weed inspectors under the weed act annually.
4. Approved Council motion appoints a Agricultural Fieldman.
5. Approved Council motion appoints officer under the Soil Conservation Act and Agricultural Pest Act.
6. Approved Council Resolution or bylaw authorizing ASB as a board.

Goal 1-2

Objective

Creating advocacy for producers of the MD by continued participation in the Provincial ASB Resolution process - including review of resolution grading and reporting back to the Provincial Committee.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Administration shall present resolution report card documents to the board in a timely fashion.
2. Administration shall keep the Board apprised of Provincial ASB Committee communications and encourage members to sign up for email notifications.
3. Submission of resolutions to regional resolution committee, when applicable.
4. Annual consideration of priorities to consider if resolutions should be drafted by April annually.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. Resolution response grading submitted by deadline to the Provincial Committee annually.
2. Increase participation and involvement in advocacy on behalf of the local Producers of the MD of Spirit River.
3. Increased number of resolutions produced to advocate on behalf of the MD producers.
4. Annual attendance and participation at the Regional and Provincial ASB Conference.

Goal 1-3

Objective

Provide and maintain an extensive fleet of Agricultural rental equipment, with a focus on infrequently used but costly equipment and equipment supporting the duties of the ASB as listed within the ASB Act.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

- 1.
- 2.
- 3.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

- 1.
- 2.
- 3.

Goal Area #2: Delivery/Support of the Agricultural Pests Act (APA)

Goal 2-1

Objective

Work in partnership with producers and Industry (oil and gas, forestry, transportation, etc) to ensure that integrated management practices are followed.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-6

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Maintain communication with the local equipment dealerships regarding sanitizing equipment, particularly used equipment prior to on farm delivery.
2. Obtain Seed, Soil and Chaff samples from the local seed cleaning plants to submit to the lab for fusarium and clubroot testing.
3. Open Communication between the MD of Spirit River and Alberta Transportation by meeting a minimum of once annually.
4. Build a relationship with our local AFSC office and Inspectors to establish clear and open communication and support the concerns of our producers regarding sanitation of their equipment by meeting a minimum of annually.
5. Monitor the wild boar operation that is in the municipality to ensure that no livestock escape and destroy any that do escape.
6. Request a crop disease mitigation plan from outside industry partners for any work regarding soil moving, equipment, pipeline, lease and road building.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of equipment sanitation plans for local equipment dealers.
2. # of samples sent to the lab.
3. # of meetings with Alberta Transportation and CN Rail.
4. # of Annual Meetings with the local AFSC representatives and inspectors.
5. # of inspections conducted and number of escaped and destroyed wildboar.
6. # of crop mitigation plans for all industry projects performed in the Municipality.

Goal 2-2

Objective

Protect the agricultural resources of the MD of Spirit River from legislated pest species in compliance with the act, as well as monitoring for economically impactful species that are not legislatively required.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Participate in and report on the annual field surveys to the Alberta Agriculture and Irrigation plant pathologist.
2. Participate in and report on annual field surveys to the Alberta Agriculture and Irrigation Insect Specialist.
3. Inspect Canola fields for Clubroot, verticillium longisporium, blackleg and sclerotinia on an annual basis.
4. Send positive samples of clubroot for pathotypic testing to the University of Alberta.
5. Conduct inspections and control Beaverdam blockages in the municipalities waterways.
6. Ensure Pest Inspectors are appointed annually.
7. Continue to support and maintain Fusarium Graminearum testing reimbursement.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of Provincial surveys conducted.
2. # of Notices and or enforcements and or percentage of voluntary compliance.
3. # of Fields inspected.
4. # of pest inspectors appointed.
5. # of Beaverdamns Controlled annually.
6. # of fields pathotyped for clubroot.
7. # of Producers submit fusarium testing.

Goal Area #3: Delivery/Support of the Soil Conservation Act (SCA)

Goal 3-1

Objective

Reduce Municipal contributions to potential Sources of increased soil erosion risk related to unvegetated road works, construction sites, bridge files.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-3

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Identify and seed certified creeping red fescue to locations that are bare in the MD ROW, adjacent to bridges, using tackifier when encountering slope to reduce erosion potential.
2. Maintain a seeding regime and seed selection that takes into consideration the agronomic climate of the area for use by the MD operations, constructions, engineering, utilities and water management departments.
3. Develop soil conservation plans for areas of known soil erosion.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of sites impacted by recommendations.
2. # of acres seeded.
3. # of Soil erosion plans.

Goal 3-2

Objective

Remain vigilant and conscious of potential soil erosion issues within the MD of Spirit River and maintain programing aimed to reduce the risk of erosion.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Inspection of any erosion complaints recieved.
2. Work with ratepayers experiencing erosion to enforce a management plan in compliance with the SCA.
3. Routine inspection of landscape for potential erosion issues regardless of complaint, particularly after extreme weather events.
4. Work with Public works to conduct projects that will mitigate soil erosion within the MD under the SCA.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of Inspections conducted.

- 2. # of Landowner erosion issues.
- 3. # of soil erosion projects conducted with Public works.

Goal Area #4: Delivery/Support of the Weed Control Act (WCA)

Goal 4-1

Objective

Prevent the introduction of prohibited and noxious weeds and identify and monitor all existing infestations on public and private lands within the boundaries of the MD of Spirit River.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-7

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Continuous communication to work together with Alberta Transportation and CN Rail to help control Weed infestations along Highways and Railroads.
2. Inspections of publicly and privately held lands for infestations annually.
3. Using various control methods to help prevent the spread of infestations.
4. Create a data base to monitor and submit all weed infestations on.
5. Inspecting Seed Cleaning plants within the MD to prevent contamination.
6. Yearly Herbicide application on MD ROW's to control weed infestations.
7. Enforcement under the WCA if needed.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of phone calls and meetings with Alberta Transportation and CN Rail.
2. # of inspections conducted throughout the year.
3. # of control methods used to help prevent the spread of infestation.
4. # of infestations year to year.
5. # of seed cleaning inspections done annually.
6. # of Km's sprayed annually.
7. # of Enforcements done annually.

Goal 4-2

Objective

Administration continue and maintain communication with ASB, Council and the Public regarding to information on the WCA.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-4

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

1. Appointing Weed inspectors under the WCA annually.

2. Monthly reports to ASB, Council and Public.
3. Educate the public regarding Prohibited and Noxious weeds.
4. Creating and maintaining a Bylaw regarding Noxious Designated Weeds within the MD under the WCA.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

1. # of reports provided to ASB, Council and the Public.
2. # of newsletters, fact sheets, website postings throughout the year.
3. # of Noxious Weeds added to the bylaw annually.

Goal Area #5: Delivery/Support of the Animal Health Act (AHA)

Goal 5-1

Objective

That the MD of Spirit River will help assist the control of animal disease under the Animal Health Act and to promote, enhance and protect viable and sustainable agriculture with a view to improving the economic viability of the agricultural producer.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

- 1. Maintain and promote a farm animal emergency preparedness plan in case of emergency for the producers of the MD.
- 2. Promote proper deceased animal disposal to reduce risk to disease.
- 3. Educate the public and producers about the Animal Health Act.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

- 1. # of producers in the MD.
- 2. # of animal disposal sites in the MD.
- 3. # of fact sheets, newsletters, social media postings regarding the AHA.

Goal 5-2

Objective

Maintain funding for Veterinary Services Incorporated to assist in recruitment and retention of veterinary services to the MD of Spirit River, better ensuring local producers have access to veterinary care to improve animal health practices and improve chances for detection of reportable and notifiable disease.

Priority/ies Addressed - Insert as many applicable priorities as needed from the Strategic Agricultural Priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-3

Activity/ies List each activity that will be done to meet the objective/goal. Ensure you have met the minimum activity level for the legislation.

- 1. Maintain funding for the Veterinary Services Incorporated, which provides funds for herd health based care.
- 2. Provide support to a veterinary practice with subsidization of the business expenses.
- 3. Assist and provide guidance to producers within the MD with the V.S.I application and foreseeable questions.

Outputs & Targets* (List by activity # described above.) *Only include for activities where you have set a standard for the output.

- 1. # of services provided through VSI.
- 2. # of services provided by Local Veterinary Clinics.

- 3. # of new producers signing up for V.S.I.
- 4. # of large animal vets being recruited to the MD.

Goal Area #6: Support of Outreach Programming for Legislation (Awareness & Education)

By legislation, for each outreach activity, identify if you are directly delivering, partnering (ID municipality or group) or supporting financially another organization to deliver for you (who is doing the activity for you).

Goal 6-1

Objective

Ensure producers are aware of and can participate in the priorities of the Agricultural Service board, as well as engaging producers in extension activities that are related to economic viability.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

1-3

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe Direct Partner Contract
Extension events and articles pertaining to economic viability as it related to agricultural production.
2. Describe Direct Partner Contract
Partner with Agricultural financial institutions such as FCC, AFSC, ATB,FMC, for agricultural production.
3. Describe Direct Partner Contract
Promotion of ASB itself, with photos of all members on websites, as well as delegation request forms.

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1. # of events held, # of attendees.
2. # of attendees at agricultural finance presentations.
3. # of delegations from producers annually, # of access of ASB site.

Goal 6-2

Objective

Ensure producers are aware of and have opportunity to participate in agricultural pest related extension and outreach.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-6

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe Direct Partner Contract
Annual pest information session.
2. Describe Direct Partner Contract
Provide training for local ratepayers related to managing problem vertebrates on their property.

3. Describe
 Direct Partner Contract
4. Describe
 Direct Partner Contract
5. Describe
 Direct Partner Contract
6. Describe
 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1.
2.
3.
4.
5.
6.

Goal 6-3

Objective

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation.

Identify name or description of event, partner etc.

1. Describe
 Direct Partner Contract
2. Describe
 Direct Partner Contract
3. Describe
 Direct Partner Contract
4. Describe
 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1. # of seedlings sold, # of shelterbelts established.
2. # of guides handed out.
3. # of attendees at event.
4. # of clicks on "Soil Erosion" Webpage

Goal 6-4

Objective

Harness the power of community to further control of regulated weed species in the MD.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe
Annual support of Alberta Invasive Species Council. Direct Partner Contract
2. Describe
Educate the public in the MD regarding weed species. Direct Partner Contract
3. Describe
Work with producers and industry to use best management practices for weed control. Direct Partner Contract
4. Describe
Hand out AISC Booklets/panflets at office, while inspecting, at events. Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1. # of years supporting AISC.
2. # of Newsletters, fact sheets, reports, events to help educate the public.
3. # of one on one interactions with producers and industry people.
4. # of AISC Booklets/pamphlets distributed.

Goal 6-5

Objective

Maintain a listing of the Reportable and Notifiable disease and promote veterinary outreach regarding animal health.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe

Development of a Municipal strategy to respond to reportable and notifiable disease.

 Direct Partner Contract
2. Describe

Maintain and Promote the MD's Farm Animal Emergency Preparedness Plan for use by MD ratepayers to proactively prepare for emergencies.

 Direct Partner Contract
3. Describe

Promote Veterinary practices outreach efforts to inform producers of notifiable and reportable diseases and other regionally pertinent animal health related initiatives.

 Direct Partner Contract
4. Describe

Maintain website listing of all reportable and notifiable diseases.

 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1.

Downloads, hard copy, digital copies distributed.
2.

of promotions via social media and website.
3.

of clicks.

Goal 6-6

Objective

Development, Maintaining and distributing a Monthly Newsletter for MD residents.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-4

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe

Utilizing the newsletter to educate the public regarding our Agriculture Service Board.

 Direct Partner Contract
2. Describe

Utilizing the newsletter to advertise extension events that would benefit our producers.

 Direct Partner Contract
3. Describe

Utilizing the newsletter to educate the public about Prohibited and Noxious Weeds, control methods, invasive pests, soil erosion, Animal health, etc.

 Direct Partner Contract
4. Describe

Utilizing the newsletter to share monthly updates regarding the MD's roadside mowing program, weed inspecting, spraying, pest surveys, beautification and landscape projects, and so much more.

 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

- 1. # of topics shared regarding the MD of Spirit river ASB.
- 2. # of events advertised.
- 3. # of fact sheets distributed.
- 4. # of Monthly updates annually.

Goal Area #7: Support of Extension Programming to Benefit Producers (Awareness & Education)

For each extension activity, identify if you are directly delivering, partnering (ID municipally or group) or supporting financially another organization to deliver for you (who is doing the activity for you).

Goal 7-1

Objective

To provide livestock producers with unbiased local lives stock related research, MD of Spirit River supports Peace Country Beef and Forage, in their plot and field trials.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Priority 1-6

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

- 1. Describe
 Direct Partner Contract
- 2. Describe
 Direct Partner Contract
- 3. Describe
 Direct Partner Contract
- 4. Describe
 Direct Partner Contract
- 5. Describe
 Direct Partner Contract
- 6. Describe
 Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Goal 7-2

Objective

To provide and maintain MD Ratepayers with knowledge and expertise regarding to Agriculture.

Priority/ies Addressed - Insert as many applicable priorities as needed from the priorities listed above. A Strategic Agricultural Priority may apply to multiple goals. There should be at least one priority listed for each goal.

Activity & Activity Delivery Method - Select primary method used for each listed activity.

List each activity that will be done to meet the goal/objective. Ensure you have met the minimum activity level for the legislation. Identify name or description of event, partner etc.

1. Describe Direct Partner Contract
2. Describe Direct Partner Contract
3. Describe Direct Partner Contract
4. Describe Direct Partner Contract

Outputs by Activity & Targets* (List by activity # described above.)

*Only include for activities where you have set a standard for the output.

1.
2.
3.
4.

Capital Purchases: for each year, where known, please identify the capital items you intend to purchase to support a goal area. (Maximum \$5,000/year for all capital purchases under Legislative Stream.)

Legislative Stream Goal Area	Item Description				
	2025	2026	2027	2028	2029
ASB – Goal Area 1	Agricultural Rental equipment replacements	Agricultural Rental equipment replacements	Agricultural Rental equipment replacements	Agricultural Rental equipment replacements	Agricultural Rental equipment replacements
APA – Goal Area 2	Trapping Equipment	Beaverdam Removal Equipment	Trapping Equipment	Beaverdam Removal Equipment	Trapping Equipment
SCA – Goal Area 3	Equipment used for Soil/Seeding/erosion projects	Equipment used for Soil/Seeding/erosion projects	Equipment used for Soil/Seeding/erosion projects	Equipment used for Soil/Seeding/erosion projects	Equipment used for Soil/Seeding/erosion projects
WCA – Goal Area 4	Spray Equipment	Spray Equipment	Spray Equipment	Spray Equipment	Spray Equipment
AHA – Goal Area 5	Disposal Site upgrades	Disposal Site upgrades	Disposal Site upgrades	Disposal Site upgrades	Disposal Site upgrades
Outreach – Goal Area 6	Promotion/educational items	Promotion/educational Items	Promotion/educational Items	Promotion/educational Items	Promotion/educational Items
Extension – Goal Area 7	Venue Rentals	Venue Rentals	Venue Rentals	Venue Rentals	Venue Rentals

Legislative Funding Stream - Detailed Estimated Statement of Expenditures.

Calendar Year	A. Staffing	B. Program Activities	C. Capital Expenditures	D. Total Annual Budget (A+B+C)
2025	\$178,912.00	\$278,151.00	\$5,000.00	\$462,063.00
2026	\$183,240.00	\$289,282.00	\$5,000.00	\$477,522.00
2027	\$187,651.00	\$300,874.00	\$5,000.00	\$493,525.00
2028	\$192,240.00	\$312,735.00	\$5,000.00	\$509,975.00
2029	\$197,429.00	\$324,796.00	\$5,000.00	\$527,225.00
	Total A \$939,472.00	Total B \$1,505,838.00	Total C \$25,000.00	Total D \$2,470,310.00

Staffing: includes salary, wages, benefits, and professional development of ASB staff.

*Please include entire municipal ASB budget estimate that includes the amounts budgeted for ASB grant funds.

Part B (include if applying for Resource Management)**Resource Management Stream Definitions****Formal Municipal Partners**

A municipal partner recognized by a contractual agreement (i.e., formal partnership agreement) with the applicant. Specific roles and responsibilities for each partner must be clearly identified.

Collaborating Organizations

Organizations working with the applicant to achieve a common goal. This can involve the sharing of ideas, resources, and/or responsibilities. No formal partnership agreement is required.

Resource Management Situation Statement

A situation statement describes the current environmental condition/status of the municipality and should be used to build a relevant resource management program application. This statement should include a local needs assessment to identify environmental issues and priorities in your area. Examples of components in a resource management situation statement may include:

- Overall environmental conditions, challenges, and/or opportunities, within the municipality for each of the resource management areas (soil, air, water, biodiversity, and greenhouse gas reduction).
- A summary highlighting a recent local needs assessment of the municipality.

Program History

Provides background and discusses previous environmental programming in the municipality, such as:

- History of environmental extension programming;
- Resources used to deliver previous programming (technical capacity, equipment, staffing levels);
- Program continuity and past successes; and,
- Partnerships and/or collaborations with local organizations and/or neighboring municipalities.

SMART Goal

Goals are issue-oriented statements that define the ultimate, often long-term, outcome. They are clear statements of anticipated results or a desired change. SMART goals are specific, measurable, achievable, relevant, and time-specific. When setting goals think about the desired outcome and/or end results you are trying to achieve.

Strategy

A strategy is the approach or plan chosen to achieve a goal. Strategies help to determine what activities are needed to achieve the desired outcome and/or end results defined by your goal. Multiple strategies can be used for a single goal.

Activities

Activities are the smaller and more specific tasks or "steps" within a given strategy that are used to move toward the desired outcome and/or end results defined by your goal. Examples of activities used to achieve extension include, but are not limited to:

- **Consultation** – an interaction between the municipality and a producer, such as an in-person meeting, phone call, video call, or email conversation, that directly contributes to a resource management goal.
- **Event** – any in-person or live virtual event related to resource management goals for which the municipality was a host, collaborator, or sponsor. For example, a presentation, workshop, trade show, field tour, crop walk, beneficial management practice demonstration, or webinar.
- **Written or Video Material** – any written (hardcopy or digital) or video materials, such as newspapers, newsletters, fact sheets, articles, peer-reviewed articles, technical reports, social media posts, podcasts, or webinar recordings, used to communicate resource management goals.

Performance Measures

Performance measures are quantifiable and demonstrate progress toward achievement of activities, strategies, and goals. There are several types of performance measures:

- **Input Measures** – report on the resources dedicated to an activity, strategy, or goal (e.g., staffing, capital purchases, etc.).
- **Output Measures** – identify how much work was performed, or tasks completed (e.g., number of events, consultations, written materials).
- **Outcome (Goal) Measures** – identify the progress made toward the desired outcome and/or end results identified by a goal and its associated strategies.

Complete if applying for Resource Management Funding Stream – Due January 31st, 2025

Resource Management Funding Stream Application

Roles and Responsibilities of Applicant and Formal Municipal Partners:

Please list the names of all municipalities included under a formal partnership agreement, if applicable. Identify the roles and responsibilities of the Applicant and each municipal partner.

Roles and Responsibilities of Collaborating Organizations:

Please list the names of all participating Applied Research/Forage Associations and/or other collaborators, if applicable. Identify the roles and responsibilities of each collaborator under the Resource Management Stream program.

Resource Management Situation Statement:

Please provide a brief description of current and emerging resource management (soil, air, water, biodiversity, and greenhouse gas reductions) challenges and risks for your region. Applicants with formal municipal partnerships can provide a collective statement for the whole region covered by the partnership, or by individual municipality.

Program History:

Please provide a brief overview of your ASB Resource Management 2020-2024 extension program and/or other resource management extension provided by the municipality. This may include highlights of successes and challenges, as well as, how those challenges were overcome. Applicants with formal municipal partnerships can provide a collective statement for the whole region cover by the partnership, or by individual municipality.

Resource Management Staffing:

Please provide an overview of the current full-time, part-time, and seasonal staffing capacity and/or future staffing needs for Resource Management extension. Applicants with formal municipal partnerships may provide a collective statement for the whole region cover by the partnership, or by individual municipality. This section should include anticipated staffing support from collaborating organizations.

Environmental Farm Plan (EFP) Delivery SMART Goal:

Strategies

1.
2.
3.

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1.
2.
3.

Sustainable Canadian Agricultural Partnership SMART Goal:

Strategies

1.
2.
3.

Activities:	Roles and Responsibilities (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1.
2.
3.

Local Resource Management Extension SMART Goal

Strategies

1.
2.
3.

Activities:	Roles and Responsibilities (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1.
2.
3.

Local Resource Management Extension SMART Goal

Strategies

1.
2.
3.

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1.
2.
3.

Local Resource Management Extension SMART Goal

Strategies

1.
2.
3.

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1.

2.
3.

Local Resource Management Extension SMART Goal

Strategies

1.
2.
3.

Activities:	Roles and Responsibilities: (include all possible partners/collaborators)	Activities Schedule: (check all years in which the activity is anticipated to occur)				
		2025	2026	2027	2028	2029
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Measures

1.
2.
3.

Requested Annual Resource Management Funding Amount		
Staffing	Extension Activities	Total
		\$0.00

Annual Contribution to Resource Management Programming					
Municipalities/Collaborators	Staffing		Extension Activities		Municipalities/ Collaborators Total
	Cash	In-kind	Cash	In-kind	
					\$0.00
					\$0.00
					\$0.00
Grand Total	\$0.00		\$0.00		\$0.00

Staffing: The salary, wages, benefits, and professional development of staff delivering ASB Resource Management extension programming.

Cash: A monetary amount.

In-kind: A product or service that has a defined value.

Part C (include if eligible for Rat Control Program)

Rat Control Funding Stream Application

Complete if eligible for the Rat Control Funding Stream – Due January 31st, 2025

Participating Municipality Team Members Include Name and Training Date		
Name	Training Date of Authorized Contributor	Pesticide Applicator Certificate Number

Rat Control Program Stream

Goal: Deliver a program of rat control to eliminate all rat infestations in the rat control zone, and to prevent the establishment and spreading of rats within Alberta.

Strategy: Actively monitor the rat control program zone within each municipal boundary you are inspecting in, identify inspections sites, and inspect each identified inspection site as prescribed in Appendix 2, Terms and Conditions.

Performance Measures for Reporting

- # sites inspected - report numbers for ranges inspected each month*
- # rat infestations confirmed
- # rat infestations successfully eradicated
- # confirmed rat infestations carried over for follow up (including any sites still under active infestation management)
- Maintain a bait use and distribution system for each product/container type by quantity and month you used and distributed to eligible landowners for control and eradication.
- *GPS site location information is to be submitted in a separate report, annually to Rat Control Program.
- In the application, please identify the target number (#) of sites by range you will inspect within each municipal boundary and the authorized contributor that will be doing the inspections.
- Report actual number (#) sites inspected, (#) confirmed rat infestations and (#) rat infestations eradicated by range for annual reporting. If required include sites for Range 3.
- Identify the # of sites targeted for inspection by range (as per 6.5 a), b) within each municipal boundary.
- If your municipality is not listed as per 6.5 (b) (ii), (iii) write NA for ranges 2 and 3.

Describe your Activities	Authorized Contributor(s) i.e. authorized pest control officer	Range	Target # Sites Inspected				
			2025	2026	2027	2028	2029
		Range 1					
		Range 2					

7. Certification and Mandatory Signatures for Application

I certify that the information given on this Application is true and correct to the best of my knowledge.
I am authorized by the Applicant to submit this application on its behalf.

<p>Simon Amtling Authorized Name</p> <p>2025-01-10 Date yyyy-mm-dd</p>	<p>Agricultural Fieldman Authorized Title</p> <p><i>[Signature]</i> Authorized Signature</p>
<p>Dan Dibbelt Second Authorized Name</p> <p>2025-01-10 Date yyyy-mm-dd</p>	<p>CAO Second Authorized Title</p> <p><i>[Signature]</i> Second Authorized Signature</p>

2025 ASB Grant Report

* Required

Agriculture Staff

Provide the requested information for all relevant positions that directly worked on the administration and operational delivery of the municipalities/county's agricultural programs and services for the Legislative and Rat Control streams of the ASB grant you received funding for, during the current reporting year. This includes full time, part time and seasonal positions that are supported by the municipality/county to fulfil all agricultural legislative compliance and program related duties. **(You will be asked to report on staffing for Resource Management in the RM Activity Tracker.)**

9. Provide the total full time equivalent (FTE) number of staff, employed full time, year-round with your municipality/county that had agriculture related duties and responsibilities for Legislative and/or Rat Control ASB grant streams in the current reporting year. Full time is based on working over 30 hours/week on a continuous basis over the entire year. Express this as the number of FTE to reflect any full-time positions that had duties and responsibilities in areas other than agriculture. *

1

10. Provide the total FTE number of staff, employed part time, year-round with your municipality/county that had agriculture related duties and responsibilities for Legislative and/or Rat Control ASB grant streams in the current reporting year. Part time is based on working less than 30 hours/week on a continuous basis during the reporting year. Express this as the number of FTE to reflect any part-time positions that had duties and responsibilities in areas other than agriculture. *

0

11. Provide the total FTE number of staff, employed seasonally with your municipality/county that had agriculture related duties and responsibilities for Legislative and/or Rat Control ASB grant streams in the current reporting year.

Seasonal is based on the majority of the working period occurring in the primary agricultural operations period between April - October, noting there may be exceptions that will exceed these months and that most seasonal staff work >30 hrs/week. Express this as the number of FTE to reflect any seasonal positions that had duties and responsibilities in areas other than agriculture. *

5

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2025 ASB Grant Report

* Required

Legislative Stream Reporting Questions

ASB Grant Eligibility Questions (mandatory). Failure to **fully answer** these questions may cause a review of your grant eligibility status.

12. Confirm Council establishes the ASB and maintains the current appointment of all qualified ASB members as per *ASB Act 3 1)-8)*. *

Yes

No

13. Confirm all ASB members (members at large and Council members) meet *ASB Act 3(3)* and are able to fulfil all duties as per *ASB Act 2 a)-e)*. *

Yes

No

14. Confirm Council in consultation with the ASB, appointed a qualified Ag Fieldman by a motion in Council as per *ASB Act 8 1)*. Note: if you used other legislation or methods to appoint the Ag Fieldman other than the *ASB Act* this may impact agricultural legislation-based appeal decisions. *

Yes

No

15. Confirm the Council appointed Ag Fieldman is employed full time, year-round by the local authority as per ASB grant terms and conditions 2.1.1 (d) *

Yes

No

16. Confirm the duties of the full time Ag Fieldman employed year-round by the local authority only include those stated in the ASB Act 8 1)-3). *

Yes

No

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2025 ASB Grant Report

* Required

Legislative Stream

Goal Area 1 ASB Act (mandatory)

17. Confirm there is a Council or Administration approved policy and/or bylaw in place for the ASB Act. (application minimum activity requirement) *

Yes

No

18. Confirm ASB meetings are scheduled and occur at a frequency, with members in attendance, that addresses the agricultural needs of the municipality ASB Act 3 (4, 5). *

Yes

No

19. Provide the number of ASB meetings held in 2025. *

6

20. Confirm the ASB provided at minimum, a report on the years activities to Council (or Council committee such as Committee of the Whole) in the form and manner

required by Council as per ASB Act 4. Note: You must be prepared to provide the approved Council minutes (motion/date) accepting the ASB report(s). *

Yes

No

21. Confirm the ASB acted as an advisor to and assisted Council on agricultural matters, policies and programming, as stated in ASB Act 2a), during the reporting year. *

Yes

No

22. Confirm all current ASB members received orientation to understand their legislated roles and responsibilities based on the ASB Act 2 (a - e), 8(1), 9(1), 12(1), 14 (1-5), 15 (1). Note: The orientation of ASB members is not an annual requirement. *

Yes

No

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2025 ASB Grant Report

* Required

Legislation Stream

Goal Area 2 Agricultural Pest Act (APA) (mandatory)

23. Confirm Council or Administration approved policies and/or by-laws are in place to support APA. (application minimum activity requirement) *

Yes

No

24. Provide the number and type(s) of pests (disease, insect, vertebrate) you have elevated through a bylaw in your municipality. If you have no pests elevated enter zero. *

0

25. Provide the total number of inspectors (includes staff FT, PT, seasonal and Ag Fieldman) that were appointed in any year, by Council as per APA 10(1), that were actively involved in compliance activities for the reporting year. (minimum activity requirement)* If inspectors, including the Ag Fieldman were appointed by other methods, identify the method and provide the total number of inspectors appointed that way who were actively working on APA compliance activities. **Note, appointing inspectors under other legislation such as the *Municipal Government Act (MGA)* may impact appeal decisions.** *

26. Confirm *APA* inspectors actively inspect for and investigate potential pest issues and sightings for regulated and target pests and nuisances (diseases, insects, vertebrates) to support compliance with *APA* legislation. (minimum activity requirement) *

This minimum activity requirement is based on investigating potential pest issues and sightings, for the purpose of identifying and confirming pests that require actions to be taken for compliance. This activity is not the same as conducting surveillance or monitoring surveys for crop, tree/forest and environmental pests which is reported separately in this goal area.

Yes

No

27. For the reporting year, provide the total number of initial inspections and investigations done by *APA* inspectors for potential regulated crop pests (e.g., crop, diseases, insects) and the number of regulated pest issues that were confirmed. Do not include the number of monitoring surveys completed as part of inspections and investigations as this is reported separately. Note: a confirmed pest issue can but does not always need to be associated with the issuing of a notice. *

Provide the total # of pest investigations/inspections done and # confirmed regulated crop pests (diseases, insects) for the reporting year.

17

28. For the reporting year, provide the total number of initial inspections and investigations done by *APA* inspectors for potential regulated tree/forest pests and the number of regulated tree/forest pest issues that were confirmed. Do not include any monitoring surveys completed as part of inspections and

investigations as this is reported separately. Note: a confirmed pest issue can but does not always need to be associated with the issuing of a notice. *

Provide the total # of tree/forest pest investigations/inspections done and # confirmed tree/forest pests for the reporting year

0

29. For the reporting year, provide the total number of initial inspections and investigations done by APA inspectors for potential regulated and nuisance vertebrate pests and nuisances (e.g., rats, wild boar, RGS, coyotes) and the number of regulated vertebrate pest issues that were confirmed. Note: a confirmed pest issue can but does not always need to be associated with the issuing of a notice. *

Provide the total # of vertebrate pest and nuisance investigations/inspections done and # confirmed vertebrate pests and nuisances for the reporting year.

0

30. Confirm APA inspectors follow up on confirmed crop pest issues from investigations and inspections that occurred in current or previous reporting years to ensure appropriate and effective actions for compliance were implemented. (minimum activity requirement) *

This minimum activity requirement is based on the ability to take appropriate actions when a pest issue is confirmed to ensure compliance with APA requirements.

- Yes
- No pest issues confirmed for the reporting year
- Prepared to follow up but no follow up actions were required this reporting year for confirmed pest issues from current or past years

No follow up actions taken

31. Provide the total number of follow up actions taken by APA inspectors for all confirmed regulated crop pest issues from current and previous reporting years. Do not include surveys as part of follow up actions taken. If follow up actions were not required for the reporting year, enter zero. *

This includes when notices were issued and when they were not issued.

0

32. Check all the types of follow up actions taken by APA inspectors during the current reporting year for confirmed crop pests to ensure compliance with APA legislated requirements *

Do not include any goal area 6 outreach for APA, e.g., pre-notice letters as this will be captured in Goal Area 6.

Follow up actions taken (e.g., re-inspection) without notice or enforcement, compliance achieved.

Notice issued, re-inspected, compliance achieved.

Notice issued, re-inspected with enforcement actions taken for compliance.

Multiple year notice issued with only follow up monitoring for compliance.

Multiple year notice issued with follow up monitoring, requiring enforcement for compliance

No follow up actions required in reporting year

33. Confirm APA inspectors follow up on confirmed tree/forest pest issues from investigations and inspections that occurred in current or previous reporting years to ensure appropriate and effective actions for compliance were implemented. (minimum activity requirement) *

This minimum activity requirement is based on the ability to take appropriate actions when a pest issue is confirmed to ensure compliance with APA requirements.

- Yes
- No confirmed pest issues for this reporting year
- Prepared to follow up but no follow up actions were required this reporting year for confirmed pest issues from current or past years
- No follow up actions taken

34. Provide the total number of follow up actions taken by APA inspectors for all confirmed regulated tree/forest pest issues from current and previous reporting years. Do not include surveys as part of follow up actions taken. If follow up actions were not required for the reporting year, enter zero. *

This includes when notices were issued and when they were not issued.

0

35. Check all the types of follow up actions taken by APA inspectors during the current reporting year for confirmed tree/forest pests to ensure compliance with APA legislated requirements *

Do not include any goal area 6 outreach for APA, e.g., pre-notice letters as this will be captured in Goal Area 6.

- Follow up actions taken (e.g., re-inspection) without notice or enforcement, compliance achieved.
- Notice issued, re-inspected, compliance achieved.
- Notice issued, re-inspected with enforcement actions taken for compliance.
- Multiple year notice issued with only follow up monitoring for compliance.
- Multiple year notice issued with follow up monitoring, requiring enforcement for compliance

No follow up actions required in reporting year

36. Confirm *APA* inspectors follow up on confirmed vertebrate pest issues from investigations and inspections that occurred in current or previous reporting years to ensure appropriate and effective actions for compliance were implemented. (minimum activity requirement) *

This minimum activity requirement is based on the ability to take appropriate actions when a pest issue is confirmed to ensure compliance with *APA* requirements.

Yes

No confirmed pest issues for this reporting year

Prepared to follow up but no follow up actions were required this reporting year for confirmed pest issues from current or past years

No follow up actions taken

37. Provide the total number of follow up actions taken by *APA* inspectors for all confirmed vertebrate pest issues from current and previous reporting years. *

This includes when notices were issued and when they were not issued.

0

38. Check all the types of follow up actions taken by *APA* inspectors during the current reporting year for confirmed vertebrate pests to ensure compliance with *APA* legislated requirements *

Do not include any goal area 6 outreach for *APA*, e.g., pre-notice letters as this will be captured in Goal Area 6.

Follow up actions taken (e.g., re-inspection) without notice or enforcement, compliance achieved.

Notice issued, re-inspected, compliance achieved.

- Notice issued, re-inspected with enforcement actions taken for compliance.
- Multiple year notice issued with only follow up monitoring for compliance.
- Multiple year notice issued with follow up monitoring, requiring enforcement for compliance
- No follow up actions required in reporting year

39. Provide the number of wild boar sightings, including potential issues or impacts caused by wild boar, that were received by your municipality during the current reporting year. *

0

40. Provide the number of wild boar reports that were confirmed by your municipality during the current reporting year. *

If you did not have any confirmed wild boar reports enter zero. If you confirmed wild boar, provide the total number of reports you confirmed.

0

41. Provide the number of rat sightings received by your municipality during the current reporting year. *

0

42. Provide the number of rat reports that were confirmed by your municipality during the current reporting year. *

If you did not have any confirmed rat reports enter zero. If you confirmed rats, provide the total number of reports you confirmed. If you are part of the rat control zone, please provide the number here as well as in the reporting submitted to the Rat Program.

0

43. Provide the number of *APA notices issued* during the reporting year, including the pest the notice was issued for. If no notices were issued enter zero. *

0

44. Provide the number of *APA enforcement actions* taken during the reporting year on confirmed pest issues from current and previous years. If no enforcement actions were taken enter zero. *

If no enforcement actions were taken enter zero.

0

45. Confirm Council annually appoints the *APA* appeal committee as per *APA* Act 14 (5). *

Yes

No

46. Provide the number of *APA* notices that were appealed to the appointed *APA* appeal committee during the reporting year. *

If no notices were appealed enter zero.

0

47. Provide the number of Form 7 holders you had for the current reporting year. If there are no Form 7 holders enter zero. *

1

48. Confirm, when available, Compound 1080 is dispensed to eligible landowners in accordance with all Product Stewardship Program requirements that were in place during the current reporting period. *

Yes

No

Did not dispense Compound 1080 during the reporting period

49. Confirm, if you conducted monitoring and surveillance surveys for regulated and target diseases and insects (crop and tree/forest pests). This would include but not be limited to pests such as clubroot, wheat head pathogens, grasshoppers, emerald ash borer. *

Yes

No

50. Provide the total number of Disease surveys you completed for all disease pests. (e.g., clubroot, wheat head pathogens, Dutch elm disease) If you didn't complete any surveys enter zero. *

The total number of surveys completed includes those you did for AGI, for any other organizations/groups and for your municipality. If you did a survey, that was shared with multiple partners only count this survey once in the total number of surveys completed.

23

51. Provide the total number of Insect surveys you completed for all insect pests. (e.g., grasshoppers, Emerald ash borer, Diamondback moth, wireworm) If you didn't complete any surveys enter zero. *

The total number of surveys completed includes those you did for AGI, for any other organizations/groups and for your municipality. If you did a survey, that was shared with multiple partners only count this survey once in the total number of surveys completed.

9

52. Confirm all other **APA activities and outputs** included in goal area 2 of your 2025-2029 grant application/agreement were completed in the current reporting year or are progressing and on track for completion during the grant cycle. *

Refer to your application/signed grant agreement for the activities/outputs you included for this goal area. If you need a copy of your application, please email ASBProgram@gov.ab.ca

Yes

No

Did not include any additional activities/outputs for Goal Area 2 APA in my grant application

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2025 ASB Grant Report

* Required

Legislative Stream

Goal Area 3 SCA (mandatory)

53. Confirm current Council or Administration approved policies and/or by-laws are in place to support SCA. (application minimum activity requirement) *

Yes

No

54. Provide the total number of officers (includes FT, PT, seasonal staff and Ag Fieldman) that were appointed in any year, by Council as per SCA 15 (1)(2), who were actively involved in compliance activities for the reporting year. (minimum activity requirement*) If officers, including the Ag Fieldman were appointed by other methods, identify the method with the total number of officers appointed by this method who were actively working on SCA compliance activities. **Note, appointing officers under other legislation such as the *Municipal Government Act (MGA)* may impact appeal decisions.** *

1

55. Confirm SCA officers are prepared to actively inspect for and/or investigate potential soil related issues and conditions on public and private lands to support compliance with SCA legislation. (minimum activity requirement*) This is based on the ability to identify any soil issues and conditions requiring specific actions to be taken to attain compliance. *

Yes

No

56. Provide the total number of SCA inspections and investigations done by appointed SCA officers in response to potential soil issues with the total number of soil issues that were confirmed. The number of confirmed soil issues includes when notices were issued and any that were managed using other approaches. If no soil related inspections or investigations were done enter zero. If SCA inspections and investigations were done and no soil issues confirmed, provide the total number of inspections/investigations done and enter zero where none were confirmed. *

0

57. Identify the primary cause of each confirmed soil issue. Select all that apply. *

Wind erosion

Water erosion

Development related

Farming practices

Road construction

Other

No confirmed soil issues

58. Confirm SCA officers follow up on previously confirmed soil issues on public and private lands from inspections and investigations done during the current and previous reporting years to ensure appropriate and effective actions for compliance were implemented. (minimum activity requirement*) This minimum

activity requirement is based on the ability to take appropriate actions when a soil issue is confirmed to ensure compliance with SCA. *

Yes

No

Prepared to follow up but no follow up actions were required this reporting year for confirmed soil issues from current or past years

59. Provide the total number of follow up actions taken by SCA officers for all confirmed soil issues from the current or previous reporting years to confirm compliance with SCA. Note, an issue may require more than one follow up action and follow up actions may be taken for issues where notices were issued and for those managed by other approaches. If you did not do any follow up actions for confirmed soil issues enter zero. *

0

60. Check all the types of follow up actions taken by SCA officers to ensure compliance with SCA legislated requirements. The following options do not include any outreach for SCA which is addressed in goal area 6, e.g., pre-notice letters as this will be captured in Goal Area 6. *

Issued notice, follow up confirmed compliance achieved

Issued notice with follow up actions requiring enforcement actions taken for compliance

Issued multiple year notice with follow up monitoring for compliance

Issued multiple year notice with follow up monitoring requiring enforcement for compliance

No follow up actions required in reporting year

No follow up actions taken in reporting year

61. Provide an estimate of the total # acres impacted by soil erosion (development, construction et al) on public and private lands that were being managed (including any under reclamation, restoration and supervision) during the reporting year. *

0

62. Provide the number of SCA notices issued during the reporting year, including the reason (soil issue) the notice was issued. If no notices were issued enter zero. *

0

63. Provide the number of SCA enforcement actions taken during the reporting year, including the reason (soil issue) and the actions taken to resolve to compliance. If no enforcement actions were taken enter zero. *

0

64. Confirm Council recognizes the ASB as the SCA appeal committee as per SCA Act 14 (a-d) *

Yes

No

65. Provide the number of SCA notices that were appealed to the ASB during the reporting year. If there were no appeals enter zero. *

0

66. Confirm all other **SCA activities and outputs** included in goal area 3 for your 2025-2029 grant application/agreement were completed in the current reporting year or are progressing and on track for completion during the grant cycle. Refer to your application/signed grant agreement for the activities/outputs you included for this goal area. If you need a copy of your application, please email ASBProgram@gov.ab.ca

*



Yes




No



Did not list any additional activities/outputs in my grant application

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2025 ASB Grant Report

* Required

Legislative Stream

Goal Area 4 WCA (mandatory)

67. Confirm Council or Administration approved policies and/or by-laws are in place to support WCA. (minimum activity requirement) *

Yes

No

68. Provide the total number, name(s) and regulated status of all weeds you have elevated through a bylaw in your municipality. If you have no weeds elevated enter zero. *

0

69. Provide the total number of inspectors (includes FT, PT, seasonal staff and Ag Fieldman) that were appointed in any year, by Council as per WCA 7(1), that were actively involved in compliance activities for the reporting year. (minimum activity requirement*) If inspectors, including the Ag Fieldman are appointed by other methods, identify the method with the total number of inspectors appointed that way who were actively working on WCA compliance activities. **Note, appointing inspectors under other legislation such as the *Municipal Government Act (MGA)* may impact appeal decisions.** *

70. Confirm WCA inspectors actively inspect and investigate (including complaints) potential weed issues on public and private lands to support compliance with WCA legislation. (minimum activity requirement*) This minimum activity requirement is based on the ability to identify weed issues which is demonstrated by investigating potential issues. *

Yes

No

71. For the reporting year provide the total number of initial inspections and investigations done by WCA inspectors for all potential weed issues. This includes all inspections and investigations regardless of whether the issue was or was not confirmed to be a regulated weed issue. *

We have approximately 1367 titled properties which we try to inspect all of them thrc

72. For the reporting year provide the total number of weed cases that were confirmed (prohibited noxious and noxious) by WCA inspectors. This includes all regulated weed issues where notices were issued and issues that were addressed through other approaches. *

94

73. Confirm WCA inspectors follow up on confirmed regulated weed issues from current and past years on public and private lands to ensure appropriate and effective actions for compliance were implemented*. (minimum activity requirement) This minimum activity requirement is based on the ability to take

appropriate actions when a weed issue is confirmed to ensure compliance with WCA requirements. *

Yes

No

Prepared to follow up but no follow up actions were required this reporting year for confirmed weed issues from current or past years

74. For the reporting year provide the total number of confirmed noxious sites, with an estimate of the total area affected that was controlled. Identify all the noxious weeds found at these sites. If a site also contained a prohibited noxious weed do not include it in your response to this question. The total number of sites includes those where a notice was issued and ones that were controlled using other approaches. *

All 94 cases had some type of management practice completed and will re inspect in 2026,

75. For the reporting year provide the total number of confirmed prohibited noxious sites, with an estimate of the total area affected that was destroyed. Identify the prohibited noxious weeds found at these sites. If a site also included noxious weeds do not include it in your response to this question. If you had no confirmed prohibited noxious sites enter zero. *

0

76. For the reporting year provide the total number of sites that contained both confirmed noxious and prohibited noxious weeds, with an estimate of the total area affected that was managed. Identify both the noxious and prohibited noxious weeds found at these sites. The total number of sites includes those where

a notice was issued and ones that were managed using other approaches. If you had no sites with confirmed noxious and prohibited noxious weeds enter zero. *

No notices were issued, all producers were willing to apply a control method.

77. Identify the types of follow up responses taken by the landowner and/or WCA inspectors for all confirmed weed issues at a site. Select all that apply. When a site has both confirmed prohibited noxious and noxious weeds, check the most appropriate option taken for each. Select all that apply. *

- Prohibited noxious, destroyed by landowner in current reporting year. (manual, chemical, combination).
- Prohibited noxious, destroyed by county in current reporting year. (manual, chemical, combination).
- Prohibited noxious, multiple year efforts and methods to destroy by landowner (manual, chemical, combination).
- Prohibited noxious, multiple year efforts and methods to destroy by county (manual, chemical, combination).
- Prohibited noxious, multiple year efforts and methods to destroy by landowner and county (manual, chemical, combination).
- Noxious, controlled by landowner in current year. (manual, chemical, biocontrol, combination).
- Noxious, controlled by county in current year. (manual, chemical, biocontrol, combination).
- Noxious, multiple year efforts for control taken by landowner, using multiple methods for control (manual, chemical, biocontrol).
- Noxious, multiple year efforts for control taken by county, using multiple methods for control (manual, chemical, biocontrol).

- Noxious, multiple year efforts for control taken by landowner and county, using multiple methods for control (manual, chemical, biocontrol).

78. For the reporting year select all the follow up actions taken for current and previous years confirmed weed issues by WCA inspectors to ensure compliance with WCA legislated requirements. Do not include any goal area 6 outreach for WCA, e.g., pre-notice letters as this will be captured in Goal Area 6. *

- Issued notice, follow up confirmed compliance achieved
- Issued notice, follow up required enforcement actions to be taken for compliance
- Issued multiple year notice with follow up monitoring for compliance
- Issued multiple year notice with follow-up monitoring requiring enforcement for compliance
- Follow up actions taken through outreach
- No follow up actions required
- No follow up actions taken

79. For the reporting year, provide the number of WCA notices issued for noxious weeds. If no notices were issued enter zero. *

0, in our MD issuing a notice irritates producers, so I simply call and notify them about

80. For the reporting year, provide the number of WCA notices issued for prohibited noxious weeds. If no notices were issued enter zero. *

0

81. For the reporting year, provide the number of *WCA enforcement actions taken* to achieve compliance. If no enforcement actions were taken enter zero. *

0

82. Confirm Council annually appoints an independent WCA appeal committee as per *WCA19 (1)*. *

Yes

No

83. Confirm the process to appeal to the local authority is provided as per *WCA 17 (1,2), 19 (2,3)*. *

Yes

No

84. Provide the number of *WCA notices* that were appealed to the appointed *WCA appeal committee* during the reporting year. If there were no appeals enter zero. *

0

85. Do you have commercially operated, (private, co-operative) stationary and/or mobile seed cleaning facilities located and operating in your jurisdiction? *

Yes

No

86. If yes, provide the total number and names of the commercially operated stationary private, stationary co-operative, and mobile facilities located and operating in your jurisdiction.

Central Peace Seed Cleaning Association LTD

Prestville Farms LTD

87. Confirm that during the reporting year, you inspected and licensed the identified stationary (private, co-operative) and/or mobile seed cleaning facilities, located and operating in your municipality/county as per WCA 6 (1) using the current licensing form and process. *

Yes

No

88. Confirm all other **WCA activities and outputs** included in goal area 4 for your 2025-2029 grant application/agreement were completed in the current reporting year or are progressing and on track for completion during the grant cycle. Refer to your application/signed grant agreement for the activities/outputs you included for this goal area. If you need a copy of your application, please email ASBProgram@gov.ab.ca

*

Yes

No

Did not list any additional activities/outputs in my grant application

2025 ASB Grant Report

* Required

Legislative Stream

Goal Area 5 *AHA* (mandatory)

89. Confirm Council or Administration approved policies and/or by-laws are in place to support *AHA* requirements*. (minimum activity requirement) *

Yes

No

90. Select all of the ways you are prepared to provide support for *AHA* *

Maintain a list of reportable/notifiable diseases (internal and/or on website)

Maintain a livestock emergency response plan (internal and/or on website)

Have a livestock emergency response plan in the municipal emergency response plan

Report notifiable/reportable diseases to CPVO

Not prepared to provide support

Other

91. If you selected 'not prepared to provide support' in the previous question, provide an explanation on how you plan to meet this requirement. **Please note, this is a requirement under ASB legislation.**

Enter your answer

92. Confirm all other **AHA activities and outputs** included in goal area 5 for your 2025-2029 grant application/agreement were completed in the current reporting year or are progressing and on track for completion during the grant cycle. Refer to your application/signed grant agreement for the activities/outputs you included for this goal area. If you need a copy of your application, please email ASBProgram@gov.ab.ca

*

- Yes
- No
- Did not list any additional activities/outputs in my grant application

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2025 ASB Grant Report

* Required

Legislative Stream

Goal Area 6 Outreach (mandatory) Responses are required by legislation goal (1 - ASB, 2 - APA, 3 - SCA, 4 - WCA, 5 - AHA)

93. Confirm, for goal 6-1 ASB Act - outreach: awareness, and education, was provided to municipal residents on the purpose and requirements for this legislation as provided in your 2025-2029 ASB grant application/agreement*. (minimum activity requirement) This includes the activity, resulting output and delivery. *

Yes

No

94. For goal 6-1 ASB Act - identify all of the ways outreach was provided to municipal residents during the current reporting year. Select all that apply. *

Website links to legislation

Policy information on website for ASB Act

Program information on website for ASB Act

Social media posts for ASB Act (e.g. information, promotion)

Fact sheets on ASB Act requirements

Articles on ASB Act requirements

Events (virtual or in person) related to ASB Act requirements

Other

95. Confirm for goal 6-2 APA - outreach: awareness, and education, was provided to municipal residents on the purpose and requirements for this legislation as provided in your 2025-2029 ASB grant application/agreement*. (minimum activity requirement) This includes the activity, resulting output and delivery. *

Yes

No

96. For goal 6-2 APA - identify all of the ways outreach was provided to municipal residents during the current reporting year. Select all that apply. *

Website links to APA legislation

Policy information on website for APA

Program information on website for APA

Social media posts for APA (e.g. information, promotion)

Fact sheets on APA requirements

Articles on APA requirements

Events (virtual or in person) related to APA requirements

Pre-notice letters, door hangars

Other

97. For goal 6-2 APA, outreach: provide the total number of pre-notice letters, door hangers et al given for the current reporting year. If none were given, enter zero (0). *

0

98. Confirm for goal 6-3 SCA - outreach: awareness, and education, was provided to municipal residents on the purpose and requirements for this legislation as provided in your 2025-2029 ASB grant application/agreement*. (minimum activity requirement) This includes the activity, resulting output and delivery. *

Yes

No

99. For goal 6-3 SCA - identify all of the ways outreach was provided to municipal residents during the current reporting year. Select all that apply. *

Website links to SCA legislation

Policy information on website for SCA

Program information on website for SCA

Social media posts for SCA (e.g. information, promotion)

Fact sheets on SCA requirements

Articles on SCA requirements

Events (virtual or in person) related to SCA requirements

Pre-notice letters, door hangars

Other

100. For goal 6-3 SCA, outreach: provide the total number of pre-notice letters, door hangars et al given for the current reporting year. If none were given, enter zero

(0). *

0

101. Confirm for goal 6-4 WCA - outreach: awareness, and education, was provided to municipal residents on the purpose and requirements for this legislation as provided in your 2025-2029 ASB grant application/agreement*. (minimum activity requirement) This includes the activity, resulting output and delivery. *

Yes

No

102. For goal 6-4 WCA - identify all of the ways outreach was provided to municipal residents during the current reporting year. Select all that apply. *

Website links to WCA legislation

Policy information on website for WCA

Program information on website for WCA

Social media posts for WCA (e.g. information, promotion)

Fact sheets on WCA requirements

Articles on WCA requirements

Events (virtual or in person) related to WCA requirements

Pre-notice letters, door hangars

Other

103. For goal 6-4 WCA, outreach: provide the total number of pre-notice letters, door hangers et al given for the current reporting year. If none were given, enter zero (0). *

0, I always communicate with producers over phone or in person to build stronger re

104. Confirm for goal 6-5 AHA - outreach: awareness, and education, was provided to municipal residents on the purpose and requirements for this legislation as provided in your 2025-2029 ASB grant application/agreement*. (minimum activity requirement) This includes the activity, resulting output and delivery. *

Yes

No

105. For goal 6-5 AHA - outreach, identify all of the ways outreach was provided to municipal residents during the current reporting year. Select all that apply. *

Website links to AHA legislation

Policy information on website for AHA

Program information on website for AHA

Social media posts for AHA (e.g. information, promotion)

Fact sheets on AHA requirements

Articles on AHA requirements

Events (virtual or in person) related to AHA requirements

Other

106. If you answered No to any of the following questions: Q 117, 119, 122, 125, 128 provide an explanation by goal (6-1, 6-2, 6-3, 6-4, 6-5) on what you did, and your plan to meet this minimum requirement in future years of the grant cycle.

Enter your answer


107. Confirm all Outreach **activities and outputs** included in goal area 6 for your 2025-2029 grant application/agreement were completed in the current reporting year or are progressing and on track for completion during the grant cycle. *

Yes

No

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2025 ASB Grant Report

* Required

Legislative Stream

Goal Area 7 Extension (mandatory) **Note: In addition to the questions in this report, below there is a separate link to additional reporting questions for Goal Area 7 that must also be completed and submitted prior to the reporting deadline for each activity in your 2025-2029 ASB grant application that you did in the reporting year.**

108. Confirm, extension that benefitted the economic viability and sustainability of producers in the municipality/county was supported as listed in your 2025-2029 ASB grant application/agreement*. (minimum activity requirement) This includes the activity, resulting output and delivery. *

Yes

No

109. Confirm goal Area 7 extension reporting for each Goal Area 7 activity in my 2025-2029 ASB Grant application/agreement will be completed and submitted using the Goal Area 7 Extension Reporting form accessed at <https://forms.cloud.microsoft/r/7x9vXMSEe5>. **Completion and submission of the Goal Area 7 Extension Reporting form is required as part of your annual ASB grant reporting.** If you are having difficulty accessing the report, please contact ASBProgram@gov.ab.ca for assistance. *

Yes

No

2025 ASB Grant Report

* Required

Capital and Legislative Stream Declarations

110. If you purchased capital items under the legislative stream during the reporting year, confirm this purchase/these purchases comply with 2.4.2 (a) of the 2025-2029 ASB grant terms and conditions. *

Yes

No

Did not make any capital purchases under the legislative stream in current reporting year

111. Confirm the responses provided to all Legislative stream questions, 12-138, accurately reflects what was done in the municipality during the current reporting period for all items and activities outlined in my executed 2025-2029 ASB grant application and agreement. By confirming this I acknowledge the implications of section 10. False or Misleading Information in the 2025-2029 ASB grant terms and conditions and understand that providing a No response to this question will include a review of my application and current ASB grant report. *

Yes

No

2025 ASB Grant Report

* Required

Rat Control Program (mandatory if received funding for this stream)

112. Did you receive Rat Control Program funding *

Yes

No

113. Confirm the information provided in the responses to questions 140-146 accurately reflects what was done during the current reporting period. I understand that not fully meeting these may impact the ability to effectively support relevant assurance and legislated compliance requirements. *

Yes

No

Did not receive funding

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2025 ASB Grant Report

* Required

Resource Management Stream (mandatory if received funding for this stream)

Resource Management questions are mandatory to complete if you received funding for this stream. There are 8 sections for Resource Management Program reporting. Seven sections are included in the Activity Tracker spreadsheet, which was provided by the Resource Management Program. The 7 sections in the Activity Tracker, which when completed must be submitted by email during the reporting period to ASBProgram@gov.ab.ca. The last section, found below, contains 6 questions for completion.

114. Did you receive Resource Management (RM) funding? *

Yes

No

115. RM reporting for sections 1 - 7 was completed using the provided RM Activity Tracker and submitted to AGI at ASBProgram@gov.ab.ca. Completion and submission of the RM Activity Tracker is required as part of your annual ASB grant reporting. *

Yes

No

Did not receive RM funding

116. Confirm all information provided in the responses to questions 148 - 152, including the responses provided in the submitted RM Activity Tracker, accurately

reflects the current reporting period. I understand that not meeting RM grant requirements may impact funding. *

- Yes
- No
- Did not receive RM funding

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2025 Goal Area 7 Extension Activity Report

This survey collects detailed information about each activity completed under Goal Area 7 Extension as per ASB grant terms and conditions 6.2 a. Please provide accurate responses for each activity listed in your application. Your feedback helps ensure compliance and supports funding decisions. Refer to your application/signed grant agreement for the activities/outputs you included for this goal area. If you need a copy of your application, please email ASBProgram@gov.ab.ca

When you submit this form, it will not automatically collect your details like name and email address unless you provide it yourself.

* Required

Goal Area 7 Extension

For each activity in your 2025-2029 ASB Grant application, that you did in the current reporting year, you will complete a response that includes: activity description, activity type, delivered by, activity output and notes. Each activity description should reflect what you included in your grant application. If you did an activity/output under this goal area that wasn't listed in your application, please provide an explanation in the associated question response notes on why this activity was added to goal area 7 Extension. If you did not complete a listed activity in your application, please provide an explanation for each incomplete activity in Q42. This form has spaces for reporting on up to 8 activities. If your application contained less than 8 activities or you did fewer than the 8 activities/outputs in the current reporting year, please leave these questions blank and go to Q42. If you did more than 8 activities/outputs and need additional response spaces, contact ASBProgram@gov.ab.ca to request an additional spreadsheet to complete. Be sure to follow the provided instructions for submitting this spreadsheet. **Please ensure you do not report any activity/output included in your Goal Area 7 reporting under any other Goal Area or grant stream.**

1. Which municipality do you represent? *

Spirit River



2. Select the region your ASB belongs to. *

Peace

- Northwest
- Northeast
- Central
- South

3. Activity Description *

Provide a brief description of the activity. (Each activity description should reflect what you provided in your application)

Provide Operational Funding to PCBFA Annually

4. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct
- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)
- Website

- Policy or program information
- Fact sheets
- Other

5. Activity Output *

Enter the number or product that resulted from doing this activity.

of Producers across the Peace Region not just our 649 residents in the MD.

6. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

7. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

PCBFA benefits from Municipalities as the funding they receive will help put on more Field days, Applied Research, events, field testing, etc.

8. Activity Description *

Provide a brief description of the activity.

Promotion of PCBFA Field days on Social media and Website

9. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct
- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)
- Website
- Policy or program information
- Fact sheets
- Other

10. Activity Output *

Enter the number or product that resulted from doing this activity.

1.2k Followers on Facebook

11. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

12. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

Our producers benefit from PCBFA's Field days, trials, applied research, events, etc

13. Activity Description *

Provide a brief description of the activity.

Provide Heartland Training (formally Farm Safety) funds annually to educate kids about farm safety in our MD.

14. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct

- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)
- Website
- Policy or program information
- Fact sheets
- Other

15. Activity Output *

Enter the number or product that resulted from doing this activity.

3 presentations, 81 students attended

16. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

17. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

Heartland Training teaches our kids about farm safety which is crucial for our agricultural world.

18. Activity Description *

Provide a brief description of the activity.

Participate in local job fairs and appreciation events.

19. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct
- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)

- Website
- Policy or program information
- Fact sheets
- Other

20. Activity Output *

Enter the number or product that resulted from doing this activity.

60

21. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

22. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

The Agricultural Fieldman hosted an Alberta day event at our Nardam Park, with activities and a bbq, where he interacted with ratepayers and producers discussing agriculture.

23. Activity Description *

Provide a brief description of the activity.

Provide Free Office space to AFSC so they can continue offering their services to our ratepayers.

24. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct
- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)
- Website
- Policy or program information
- Fact sheets
- Other

25. Activity Output *

Enter the number or product that resulted from doing this activity.

The AFSC staff member works from our administration office two times a week helpir

26. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

27. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

Our producers are very pleased with this program as they prefer in person interactions.

28. Activity Description *

Provide a brief description of the activity.

Utilizing the MD Website and Facebook to share facts and information on Prohibited and Noxious Weeds.

29. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct

- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)
- Website
- Policy or program information
- Fact sheets
- Other

30. Activity Output *

Enter the number or product that resulted from doing this activity.

1.2k Facebook followers

31. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

32. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

Educating our ratepayers, producers and followers the impact Prohibited and Noxious weeds have on our environment, how to identify them and ways to control them.

33. Activity Description *

Provide a brief description of the activity.

Utilizing the MD newsletter to share facts and information on Prohibited and Noxious Weeds.

34. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct
- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)

- Website
- Policy or program information
- Fact sheets
- Other

35. Activity Output *

Enter the number or product that resulted from doing this activity.

Publishing multiple facts and information regarding Prohibited and Noxious Weeds t

36. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

37. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

Educating our people in the Peace Region the impact Prohibited and Noxious weeds have on our environment, how to identify them and ways to control them.

38. Activity Description *

Provide a brief description of the activity.

Promoting the MD's Shelterbelt Program and sharing facts on Northern tree species and best practices.

39. Activity Type *

Select the category that best describes this activity.

- Municipal program (rentals, testing, trials, recognition/award)
- Direct
- Event (online, in person)
- Partner
- Newsletter article
- Contract
- Social media post (promotion)
- Social media post (information)
- Website
- Policy or program information
- Fact sheets
- Other

40. Activity Output *

Enter the number or product that resulted from doing this activity.

1.2k followers, 649 residents, 1800 newsletter viewers.

41. Delivered By *

Select how the activity was delivered.

- Direct
- Partner
- Contract

42. Notes

Include any relevant information about the activity, output, delivery, or explanations for incomplete or new activities.

Educating the public, the benefits of shelterbelt programs to help with soil conservation and ways to properly manage tree species in our northern climates.

43. If you had any activities/outputs listed in your application for Goal Area 7 Extension that you did not do in the current reporting year, (2025), list the activity below and provide an explanation why each activity wasn't done. For example, an activity may be planned for a future year, the need for the activity diminished, you found the activity was a better fit in another goal area or program section such as Resource Management. (If you received funding)

Enter your answer

44. Identify the number of activities you completed responses for in Goal Area 7 Extension (including the separate spreadsheet if required) *

45. Confirm all information provided in the responses for Goal Area 7, Q1-44, accurately reflects the reporting period. I understand that not meeting the grant minimum activity requirements may impact funding. I understand that not fully meeting these may also impact the ability to effectively support relevant legislated compliance requirements. *

Yes

No

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MEETING:	RM 10-26
MEETING DATE:	May 27, 2026
ORIGINATED BY:	Administration
TITLE:	MD Staff Training for ArcGIS

BACKGROUND/PROPOSAL

The Mackenzie Municipal Services Agency (MMSA) is providing GIS training for municipal assets and data collection. The GIS editing training session focuses on collecting, maintaining and updating municipal asset data.

In addition to municipal assets including bridges and culverts, the ArcGIS also tracks Agricultural Services including right-of-way mowing and spraying.

The training is online, for 1.5 hours, no charge, scheduled for June 2nd, 2026.

The GIS web mapping platform is designed to help municipalities centralize, visualize, and manage important municipal information through interactive maps, dashboards, and asset management tools. The goal is to support daily operations, planning, reporting, and long-term asset management. At this time, the training is primarily focused on collecting and updating municipal operational and infrastructure data.

The current GIS program includes two primary components:

1. GIS Office Web Application

This is a web-based mapping application used by municipal staff to view and query information. Depending on the municipality and available datasets, the application may include layers such as:

- Parcels and property information
- Planning and zoning information
- Road networks
- Municipal infrastructure and utilities
- Aerial imagery and base mapping
- Asset locations and condition information

The application also includes tools for:

- Searching and querying information
- Viewing asset details
- Printing maps
- Filtering layers
- Supporting reporting and operational decision-making



2. Asset Management & Field Data Collection

The second component focuses on municipal asset monitoring and maintenance workflows using GIS editing applications and mobile tools.

Examples of assets currently included in participating municipalities include:

Urban Municipalities

- Fire hydrants
- Manholes
- Catch basins
- Sidewalks and accessibility ramps

Rural Municipalities

- Culverts
- Gravel application tracking
- Mowing Report
- Weed Inspections
- Crop Reports
- Spraying Reports

Staff can use office-based or mobile applications to:

- Update asset information
- Record inspections
- Capture field observations and photos
- Improve data consistency and reporting

RECOMMENDATION/RESOLUTION

That Council direct Administration to enrol Municipal District staff member(s) in the Mackenzie Municipal Services Agency (MMSA) ArcGIS Field Map training on June 2nd, 2026 online via Teams;

Or that Council direct Administration accordingly.



MEETING:	RM 10-26
MEETING DATE:	May 27, 2026
ORIGINATED BY:	Administration
TITLE:	United Way: Tools for School

BACKGROUND/PROPOSAL

The United Way has submitted a request to Municipal District of Spirit River Council for financial support for their Tools for School initiative. The United Way is committed to their initiative “All That Kids Can Be – Tackling Youth & Child Poverty”.

As described in the attached proposal and Impact Report, the United Way efforts help to alleviate financial burden for families, associated with back-to-school expenses, and socio-economic inequity. The report identified that the need is increasing, along with the costs, and that they received a record number of requests in 2025.

The United Way goal is to help 2000 children throughout the region in 2026, with their Tools for School Program, for a total estimated expense of \$87,800.

See the following proposal and Impact Report for more information.

RECOMMENDATION/RESOLUTION

That Council direct Administration to support the 2026 United Way Tools for School Initiative in the amount of \$_____ to come from _____;

Or that Council direct Administration accordingly.

MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133

Program & Activity Grant Application

May 31, 2026 Intake | Policy ADM.63 – Section 5

1. Applicant Organization Information

Organization Name	United Way Alberta Northwest Society
Mailing Address	213, 11330–106 Street, Grande Prairie, AB T8V 7X9
Contact Person	Dilini Samarajeewa, Business Manager
Phone	437-421-6344
Email	development@unitedwayabnw.org
Website	www.unitedwayabnw.org
CRA Registration No.	131791790RR0001
Year Established	1974
Secondary Contact	Ken Loudon, Executive Director director@unitedwayabnw.org 780-876-4688

2. Project Information

Project Name	Tools for School 2026
Grant Type Requested	Program & Activity Grant – Section 5
Application Intake	May 31, 2026
Program Delivery Dates	August 17–21, 2026 (Backpack Assembly & Distribution)
Location	Grande Prairie and approximately 40 surrounding communities across Alberta Northwest
Target Demographic	Children and youth (ages 3–18) from low-income families experiencing financial hardship

3. Brief History of the Organization

United Way Alberta Northwest (UWANW) is a registered Canadian charity established in 1974, dedicated to strengthening communities across Grande Prairie and the surrounding region. Through strategic partnerships, evidence-based programs, and community-driven initiatives, UWANW works to ensure individuals and families have access to the resources they need to thrive.

UWANW is deeply committed to addressing child and youth poverty through its initiative, All That Kids Can Be - Tackling Youth & Child Poverty. The organization funds and supports local agencies that make meaningful, measurable impacts by targeting the most significant factors contributing to poverty in the region, with a strong emphasis on improving outcomes for children and youth.

4. Project Description & Need

Overview

Tools for School is United Way Alberta Northwest's flagship back-to-school initiative designed to ensure that every child begins the academic year equipped for success. Each year, the program provides backpacks filled with grade-appropriate school supplies to students from families experiencing financial hardship. By removing this barrier, the program supports student confidence, classroom participation, and educational success from the very first day of school.

Identified Need

Recent data indicate that the average cost of school supplies per child ranges from \$250 to \$500, creating a significant financial burden for many families - particularly those facing rising costs for housing, food, and transportation. In 2025, the program received requests for more than 1,900 backpacks from over 100 schools across 36 communities, reflecting clear and growing demand.

The need is identified through:

- Direct requests and data provided by local school divisions
- Referrals from social service agencies and community partners
- Feedback from educators who observe the impact of inadequate supplies on student participation and confidence
- Socio-economic data indicating increasing cost-of-living pressures on families

5. Anticipated Activities & Benefits for MD of Spirit River Residents

Activities

The Tools for School 2026 program will undertake the following activities:

- Procure 2,000+ backpacks filled with grade-appropriate, essential school supplies
- Coordinate distribution across 100+ schools in more than 35 communities in the Grande Prairie and surrounding area - Spirit River is one of our served communities
- Engage 110+ community volunteers in backpack assembly and distribution days (August 17–21, 2026)
- Partner with local school divisions and social service agencies to identify students in need

Benefits to MD of Spirit River Residents

Spirit River is an active and valued community within the Tools for School program. Through our local community partnership with Peace Wapiti Public School Division, UWANW directly serves students at Spirit River Regional Academy - from Grade 1 through Grade 12. This means that children and youth within the MD of Spirit River are already identified recipients of backpacks and school supplies through this initiative. The program:

- Directly supports students at Spirit River Regional Academy (Grades 1-12) through Peace Wapiti Public School Division, ensuring they begin the school year with essential supplies
- Reduces financial stress on low-income families within and adjacent to the MD of Spirit River
- Promotes educational equity and equal classroom participation for all students
- Supports improved attendance, engagement, and long-term academic success
- Strengthens community connections among schools, families, volunteers, and partner organizations across the region

2026 Targets

Indicator	2026 Target
Students Supported	2,000+
Schools Served	100+
Communities Reached	~40
Volunteers Engaged	110+

6. Current Year Budget – Tools for School 2026

CONFIRMED FUNDING RECEIVED	AMOUNT
City of Grande Prairie	\$10,000.00
RBC Community Investment	\$3,500.00
Aztec Engineering Inc.	\$750.00
Northwestern Alberta Foundation	\$4,100.00
Cenovus	\$2,500.00
Thatchwood Ventures Ltd.	\$2,000.00
Allard Foundation	\$3,000.00
TOTAL CONFIRMED FUNDS	\$25,850.00

OPERATING EXPENDITURES	AMOUNT
Salaries & Wages (Personnel)	\$6,000.00
Equipment Leasing	\$500.00
Materials – School Supplies (2,000 students)	\$66,000.00
2,000 Student Backpacks	\$15,000.00
Event Supplies & Refreshments (110 Volunteers)	\$300.00
TOTAL OPERATING EXPENSES	\$87,800.00

NET FUNDING GAP (DEFICIT)	(\$61,950.00)
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The total program budget for Tools for School 2026 is \$87,800.00. To date, \$25,850.00 in funding has been confirmed, leaving a funding gap of \$61,950.00. Any contribution from the Municipal District of Spirit River No. 133 will be directed toward the bulk purchase of essential school supplies, backpack procurement, and the operational support necessary for program delivery.

7. Measurable Outcomes & Indicators of Success

- Number of students receiving backpacks and school supplies
- Number of schools and communities served (target: 100+ schools, ~40 communities)
- Feedback from teachers and families on student preparedness and confidence
- Volunteer engagement metrics (target: 110+ volunteers)
- Tracking of repeat requests from school divisions year-over-year

8. Affirmation & Signature

I, Dilini Samarajeewa of United Way Alberta Northwest Society, affirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented. I agree that once funding is provided, any change to the project proposal will require prior approval of the Municipality. I agree to submit a final report and financial accounting for evaluation of the project funded by the Municipal District of Spirit River No. 133.

Signature: _____  Date: 2026-05-08

Name: Dilini Samarajeewa

Title: Business Manager

Organization: United Way Alberta Northwest Society

Phone: 437-421-6344

Email: development@unitedwayabnw.org

Submit to: Chief Administrative Officer, Municipal District of Spirit River No. 133 | mdsr133@mdspiritriv.ab.ca | 780-864-3500

Application Deadline: May 31, 2026 | Policy ADM.63 – Program & Activity Grant Program, Section 5



United Way
Alberta Northwest

Tools for School
Project Impact Report
2025



PURPOSE

The purpose of this impact report is to provide a comprehensive overview of the Tools for School project, a vital initiative under United Way Alberta Northwest's commitment to ensuring that every child can succeed in their educational journey. This report aims to demonstrate accountability by showcasing how the funds and resources entrusted to the Tools for School project have been utilized effectively to benefit students across Grande Prairie and surrounding communities. It highlights the tangible outcomes and successes of the project, including the number of students served, the schools and communities reached, and the overall impact on children's educational experiences. The report also recognizes the invaluable contributions of donors, volunteers, and partner agencies whose support has been instrumental in the project's success. Additionally, it seeks to encourage ongoing and future support from stakeholders by illustrating the critical role that the Tools for School project plays in the community and its potential for even greater impact. Furthermore, the report provides insights and data that can guide future planning and decision-making to enhance the effectiveness and reach of the Tools for School project in the coming years. Ultimately, this report serves not only as a reflection of past achievements but also as a roadmap for the continued growth and success of the Tools for School initiative, ensuring that every child in our region is equipped for academic success.

When a community comes together to equip children for success, we're not just filling backpacks—we're building futures.

ACKNOWLEDGMENT

We extend our heartfelt gratitude to everyone who has contributed to the success of the Tools for School project. Your generosity and commitment have made a profound difference in the lives of thousands of students across Grande Prairie and the surrounding communities. To our donors, your financial contributions and in-kind donations of backpacks and school supplies have provided essential tools that empower children to succeed in their education. Your support has enabled us to reach more students and ensure they start the school year prepared and confident. To our volunteers, your dedication and hard work in organizing, preparing, and distributing the backpacks have been the backbone of this initiative. The countless hours you've invested reflect the spirit of community and kindness that drives this project forward. To our partner agencies, your collaboration and assistance in promoting the project, identifying needs, collecting applications, and ensuring timely distribution have been invaluable. Your partnership has been crucial in expanding the reach and impact of Tools for School. To the schools and community organizations, thank you for your trust and cooperation in helping us identify students in need and ensuring they receive the supplies necessary for a successful school year. Finally, to all the stakeholders who have supported this project in various ways, we extend our deepest thanks. Together, we have made a lasting impact on the lives of children and their families, setting them on a path to a brighter future. Your ongoing support and belief in the importance of education continue to inspire us as we work towards creating a community where every child can thrive.

VISION

A resilient and caring community where everyone thrives

MISSION

The United Way is a voluntary organization whose mission is to acquire and coordinate resources to improve the quality of life for people in need.

1. Introduction

United Way Alberta Northwest, headquartered in the City of Grande Prairie, Alberta, is a charitable organization dedicated to serving approximately one-quarter of the province, stretching from Grande Cache to the NWT border and from Slave Lake to the B.C. border. Since our incorporation as a Society in 1974, our primary mission has been to raise and allocate funds to social profit and charitable organizations, enabling them to focus on their core mandate of providing essential services.

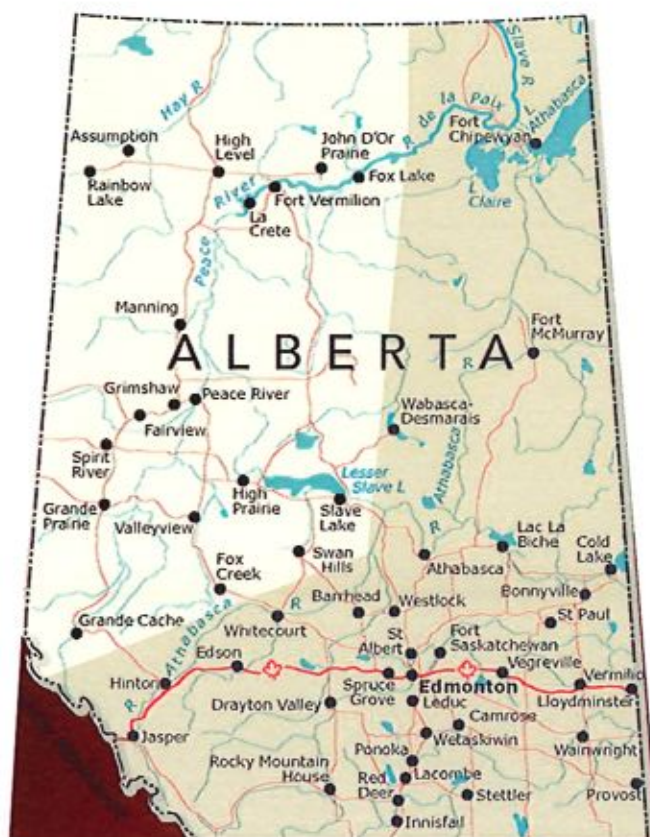


Figure 1: United Way Geographical Operation Area

United Way Alberta Northwest is dedicated to creating lasting social change by addressing complex community challenges and improving quality of life across the region. In 2025, we partnered with numerous social, health, and community service providers, extending funding, resources, and support that reached tens of thousands of people. Through a strong commitment to collaboration, we worked alongside agencies and businesses to drive sustainable solutions, respond to emerging needs, and pursue innovative approaches, leveraging research, partnerships, and people to build a stronger, more resilient Alberta Northwest. Our daily mission is to ensure that everyone has the opportunity to thrive.

We understand the value of collaborating with community agencies to ensure that every donor dollar goes where it is most needed, contributing to the stabilization and sustainability of services. We achieve this in several ways:

EDUCATE regional residents about what United Way does and how we operate. We focus on two aspects: our community impact and how we influence change, as well as the stewardship of donor dollars and funds.

OVERSEE the conscientious and thorough distribution of funds to social profit agencies in our region. Stewardship of these funds includes requiring agencies to provide final reports and budgets demonstrating the specific use of the funds based on a contractual agreement.

INVEST funds locally to promote sustainability while supporting the development of a full range of social services.

CREATE LEADERS through volunteer engagement on the Community Investment Team and the annual Workplace Campaign.

ENGAGE local residents and business owners to invest in their communities through social responsibility campaigns.

United Way Alberta Northwest – Focus on Children and Youth

United Way Alberta Northwest (ABNW) is committed to addressing the critical issue of child and youth poverty through its initiative, *All That Kids Can Be – Tackling Youth & Child Poverty*. Our mission is to fund and support local agencies that make a meaningful impact by targeting the most significant factors contributing to poverty in our region. By working alongside organizations that share our vision, we focus on breaking the cycle of poverty and promoting long-term empowerment for children, youth, and families.

To guide this work, ABNW has established ten strategic priorities that define our framework for community investment and collective impact. These priorities reflect our long-term commitment to addressing the root causes of poverty and inequity, with a particular emphasis on improving outcomes for children and youth. They provide direction for our programs, partnerships, and advocacy efforts, ensuring resources are deployed where they can achieve the most meaningful and sustainable results. While ABNW may engage directly in initiatives aligned with these priorities, we also collaborate

closely with local charities, schools, and community organizations to advance shared objectives. Together, these priorities underpin our mission to strengthen families, empower youth, and build resilient communities across the region through coordinated, collective action.

ABNW's Ten Strategic Priorities for Children and Youth

1. **Focus on Children and Youth**
Prioritizing the needs of children and youth (ages 0–18), with special attention to those experiencing poverty, ensuring their unique challenges are addressed.
2. **Reducing Child and Youth Poverty**
Addressing the root causes of poverty affecting young people, including limited access to education, healthcare, safe housing, and opportunities for personal development.
3. **Holistic Support and Empowerment**
Providing comprehensive support that nurtures children's and youth's social, emotional, physical, and cognitive development alongside basic needs.
4. **Access to Quality Education**
Expanding opportunities for learning, skill-building, and academic success, while reducing educational disparities and dropout rates among children and youth.
5. **Mental Health and Emotional Well-Being**
Supporting mental health through counseling, trauma-informed care, stress management, and creating safe and nurturing environments for children and youth.
6. **Family and Community Engagement**
Strengthening family stability and community involvement, recognizing that engaged caregivers and supportive communities improve youth outcomes.
7. **Advocacy for Youth-Centered Policy**
Influencing policies and systems that affect children and youth, including child welfare, education, affordable housing, and equitable access to resources.
8. **Tracking and Measuring Youth Outcomes**
Implementing clear metrics to monitor progress in education, well-being, and life readiness, ensuring programs deliver meaningful impact for children and youth.
9. **Collaborative Partnerships**
Working with schools, local governments, and community organizations to provide coordinated and comprehensive support for children and youth facing poverty.
10. **Sustainable, Long-Term Solutions for Youth**
Promoting initiatives that empower children and youth to overcome challenges, break the cycle of poverty, and achieve lasting independence and success.

Tools for School Project

One of the cornerstone initiatives under the "All That Kids Can Be" pillar is the Tools for School project. Education is the foundation of a brighter future, and having the right school supplies is crucial to a child's educational journey. Proper supplies help students stay organized, feel confident in the classroom, and focus on their studies without the distraction of unmet needs. With these tools, every child is given the opportunity to thrive, enjoy their school experience, and lay a strong foundation for lifelong success.

In 2025, the Tools for School project helped set **1,900 students** up for success by providing backpacks filled with essential school supplies, representing a total retail value of approximately **\$380,000**, across **100 schools** in **36 communities** in Grande Prairie and surrounding areas. This impact was made possible by the incredible commitment of more than **110 volunteers**, who contributed **252 volunteer hours** of their time, and the generosity of individuals and **51 organizations** that gave through financial and in-kind support. With funding from **16 agencies**, volunteer involvement from **15 organizations**, and coordination through **26 community partners**, the project reflects the power of community working together to support children and families.

Through extensive social media promotion and collaboration with over 51 community agencies, we have worked diligently to identify the needs of students, collect applications, and distribute the prepared backpacks. This report highlights the significant impact of the Tools for School project, showcasing the positive changes we've made in the lives of thousands of students. It also underscores the power of community collaboration and the vital importance of ensuring that every child is equipped for academic success.

2. The Fundraising Campaign

Overview

The fundraising campaign for the Tools for School project, a cornerstone initiative supporting United Way Alberta Northwest's mission to equip every child in the community with essential school supplies for academic success, ran from September 2024 to June 2025. To maximize outreach, the campaign was strategically promoted across mass media and social media channels, effectively engaging potential funders and donors throughout the community. The initiative also involved the anticipated participation of 110 dedicated volunteers and collaborations with **51** unique community agencies, ensuring broad-based support.

A key component of the fundraising strategy was leveraging the United Way's online donation platform, coupled with robust Corporate Social Responsibility (CSR) partnerships. By collaborating with companies committed to CSR, the project not only secured vital financial contributions but also fostered employee engagement through organized donation drives, fundraising events, and hands-on volunteering efforts. Additionally, the campaign sought to strengthen its financial foundation by identifying and applying for grants from foundations and funding agencies with aligned educational and community goals. These grants were instrumental in expanding the project's reach and impact, enabling more students to receive the resources necessary for their academic success.

Fundraising Goals and Achievements

The Tools for Schools fundraising campaign set an ambitious target to support our educational initiatives. To achieve this, we engaged with **16** funding organizations and corporate agencies, presenting detailed proposals that aligned with our project's mission and goals. These proposals emphasized the critical importance of our work in providing essential school supplies to students in need, and we were fortunate to receive substantial grants from these organizations.

Thank You to Our Generous Funders

We extend our deepest gratitude to the generous funders of the Tools for School project. Your support has been instrumental in helping us provide essential school supplies to students across our community. We sincerely thank City of Grande Prairie, Weyerhaeuser Giving Fund, Shell Canada, RBC Community Investment, Scotia Bank, Edmonton Oilers Community Foundation, Joe Taniwa, Swan City Rotary, International Paper, Saddle Hills County, CIBC, Northreach/Helping Hands, Neil & Associates, New Horizon Co-Op, GP Chrysler, and Aztec Engineering for your unwavering commitment to education and for helping us make a meaningful difference in the lives of students and their families. Your generosity fuels learning, growth, and opportunity, and we are deeply grateful for your partnership.



In addition to support from funding organizations, individual contributions played a pivotal role in our success. We mobilized community support through various channels, including social media campaigns, community events, and direct appeals. The collective generosity of individual donors, combined with the grants received, enabled us to meet our initial fundraising goal.

Looking ahead, we are aiming to set a higher fundraising target for the coming year. We plan to strategically allocate these additional funds to significantly enhance the Tools for Schools project. This will enable us to expand our outreach to more schools and communities, ensuring that an even greater number of students receive the essential supplies they need. We will also use the increased resources to improve the quality of the supplies provided, ensuring students benefit from durable and high-quality materials. Furthermore, we intend to boost our outreach efforts to engage more community members and organizations, fostering greater involvement and support. Ultimately, these steps will help us support educational initiatives within the region more effectively and make a greater impact on the students we serve.

3. Impact Overview

Beneficiaries

The Tools for School project, led by United Way Alberta Northwest, has made a significant impact over the past decade, benefiting a diverse group of students across the region. The project has provided essential school supplies to children ranging from pre-kindergarten, kindergarten, and grades 1 to 12, covering ages 3 to 16. These beneficiaries include students from public school, separate school, francophone school authorities, charter schools, private schools, as well as schools under the authority of early childhood services (ECS). We have served schools across nearly all the school divisions, including Grande Prairie School District No. 2357, Aspen View Public School Division No. 78, Fort McMurray School District No. 2833, Fort Vermilion School Division No. 52, High Prairie School Division No. 48, Northern Lights School Division No. 69, Northland School Division No. 61, Peace River School Division No. 10, St. Albert Public School District No. 5565, and Sturgeon School Division No. 24, ensuring extensive beneficiary coverage. The analysis of the project's key outcomes reveals a remarkable growth trajectory, particularly in 2025, demonstrating the project's ability to reach and support a wide array of students despite some fluctuations in community engagement and volunteer participation.

Student Outreach and Impact

Since 2020, the project has helped open doors to learning for more than 10,000 students by equipping them with backpacks and essential school supplies. Each year, our reach has grown, from 1,224 students in 2023, to 1,473 in 2024. In **2025**, we proudly reached a record milestone, serving **1,900** students, the highest number in the project's history. This milestone reflects the project's ability to adapt and scale its operations to meet growing demand, underscoring its vital role in supporting educational access for a wide age range of students across various educational institutions.

Schools Empowered

In terms of school participation, the project has supported 123 schools since 2020, reflecting its long-term commitment to education and community impact. In **2025** alone, **100** schools were served, demonstrating the program's extensive reach within the region. These schools included Alexander Forbes Public School, Alexander Forbes The Academy, Aspen Grove Public School, Avondale School, Beaverlodge Elementary School, Beaverlodge Regional High School, Bishop Routhier, Bridge Network, C.J. Shurter School, Cadotte Lake School, Charles Spencer, Chipweyan Lakes School, Christian School Slave Lake, Clairmont Community School, Crystal Park School, Derek Taylor Public School, Driftpile School, E.G. Wahlstrom, École Catholique Louis Riel, École Héritage, École Montrose, École Nouvelle Frontière, École Providence School, École Routhier, École St. Gérard Catholic School, EE Oliver Elementary, Elmworth Elementary School, EW Pratt, Fort Vermilion Head Start, Fox Creek School, Georges P. Vanier, Gift Lake Community School, GP Christian School, GP Composite High School, Grande Cache Community High School, Grouard School, Harry Balfour School, Harry Gray Elementary School, Hellen E. Taylor, High Prairie Elementary, Hillside Community School Grande Prairie, Hillside Valleyview, Holy Cross Catholic School, Clairmont Home Schools, Grande Prairie Home Schools, Slave Lake Home Schools, Hythe Regional School, I.V. Macklin, Isabel Campbell, Joussard School, Kapawe'no First Nation School, Kinuso School, La Crete Head Start, La Glace School, Lakeside Outreach School, Manning Aurora Composite School, Maude Clifford School, Mistassiniy School, Mother Teresa Catholic School, Online Schooling, Oscar Adolphson Primary School, Oski Pasikoniwew Kamik (OPK), Parkside Montessori, Peace Wapiti Academy, Prairie River Junior High, Riverstone School, Robert W. Zahara School, Roland Michener Secondary School, Rosary School, Roy Bickel School, Savanna School, Serenity Place Day Care, Sexsmith Secondary, Smith School, Spirit River Regional Academy, St. Andrews School, St. Catherine Catholic School, St. Clement Catholic School, St. Francis of Assisi Catholic School, St. Joseph

Catholic High School, St. John Paul II Catholic High School, St. Joseph Catholic School, St. Kateri, St. Mary Catholic School Beaverlodge, St. Mary's Sexsmith, St. Mary's of the Lake Catholic School, St. Patrick Catholic High School, St. Stephen's Catholic School, St. Theresa School, Susa Creek School, Swan River First Nation School, Swanavon, Teepee Creek School, Three Hills, Whispering Ridge Community School, Whitefish School, and home school programs in Slave Lake, Clairmont, Sexsmith, and Grande Prairie. This wide participation highlights the program's dedication to ensuring that students across rural, urban, and Indigenous communities have access to the tools they need to succeed in school.

Communities Impacted

Between 2020 and 2025, our work reached and supported a wide network of communities across the region. In 2025 alone, 36 communities benefited from the Tools for School program. These communities include:

Beaverlodge, Cadotte Lake, Chipweyan Lake, Clairmont, County of Grande Prairie, Donnelly, Driftpile, Elmworth, Fairview, Falher, Fort Vermilion, Fox Creek, Gift Lake, Grande Cache, Grande Prairie, Grouard, High Prairie, Hythe, Jousard, Kinuso, La Crete, LaGlace, Manning, McLennan, Peavine, Savanna, Sexsmith, Slave Lake, Smith, Spirit River, Teepee Creek, Three Hills, Valleyview, Wabasca, Wembley, and Whitefish.

This extensive reach highlights the program's consistent commitment to ensuring students in diverse communities have access to essential school supplies, helping them start the school year ready to succeed.

Volunteer and Agency Engagement

In 2025, a total of **110 volunteers** from **15 agencies**, including Aztec Engineering, Neil and Associates, CIBC, Rentco Equipment, LSM, The Co-operators Insurance, Ballard Group, IG Wealth Management, Scotiabank, RBC, The Filipino Cultural Alliance Society Grande Prairie, Grande Prairie Regional Tourism Association, the Latter-day Saints, Odyssey House, and Centerpoint Facilitation collectively contributed **252 volunteer hours** over the course of five weekdays.

Organizations That Volunteered

We are deeply grateful to the following organizations for dedicating their time, energy, and expertise to support the Tools for School project. Your volunteer efforts have been invaluable in ensuring the success of our initiatives and in making a meaningful difference in the lives of students and their families:

- ♥ Aztec Engineering Inc
- ♥ Neil and Associates
- ♥ CIBC
- ♥ Rentco Equipment Ltd
- ♥ LSM Grande Prairie
- ♥ Co-operators
- ♥ Ballad Group: Grande Prairie Training Centre
- ♥ IG Wealth Management
- ♥ Scotiabank
- ♥ RBC
- ♥ The Filipino Cultural Alliance Society Grande Prairie
- ♥ Grande Prairie Regional Tourism Association
- ♥ Latter-day Saints,
- ♥ Odyssey House,
- ♥ Centerpoint Facilitation

Community Coordination Partners

Our Community Coordination Partners are integral to the success of the Tools for School program. These dedicated local charities and organizations act as the bridge between United Way and the families we serve. Through their efforts, we are able to conduct thorough needs assessments and ensure that support reaches the students and families who require it most.

Their role extends beyond assessment. They lead community outreach efforts, identify children in need, and submit applications on behalf of students and families. Once the backpacks are prepared, these partners collect and coordinate distribution directly within their communities. This collaborative process ensures that every backpack reaches its intended recipient, reducing barriers and making the program both efficient and impactful. In 2025, United Way Alberta Northwest collaborated with 26 local charity organizations as Community Coordination Partners

Community Coordination Partners

We are deeply grateful to the following Community Coordination Partners for their vital role in supporting the Tools for School project. These organizations dedicated their time, expertise, and strong community connections to conduct needs assessments, submit applications on behalf of families, and ensure that prepared backpacks were distributed directly within their communities. Their commitment has been instrumental in ensuring that students and families received the support they needed most.

- ♥ Grande Prairie Centre for Newcomers
- ♥ Grande Prairie Friendship Centre: Kikinaw Outreach Program
- ♥ Peace Wapiti Public School Division
- ♥ Grande Prairie Women's Residence Association / Odyssey House
- ♥ Babies' Best Start
- ♥ Helping Hands
- ♥ Taproot Community Support Services – TCSS (formerly WJS Canada)
- ♥ Lesser Slave Lake Metis District
- ♥ Cadotte Lake School – Woodland Cree First Nation Education Society
- ♥ Grande Prairie Public School Division
- ♥ Big Brothers Big Sisters Grande Prairie and Area
- ♥ St. Clement Catholic School
- ♥ Grande Prairie Council for Lifelong Learning (GPCLL)
- ♥ Mountain Métis Community Association
- ♥ École St-Gérard
- ♥ Beaverlodge FCSS
- ♥ YMCA – Family Connect
- ♥ Coalition for Far Northwest Alberta Brighter Futures Society
- ♥ Centerpoint Facilitation Inc.
- ♥ Sunrise House
- ♥ Fox Creek Community Resource Centre
- ♥ Manning & District FCSS
- ♥ Rural Roots Out of School Care
- ♥ Smoky River Family and Community Support Services
- ♥ Children's Resource Council
- ♥ Grande Prairie Family Education Society

2025 Target Goals vs. Achievements (with 2024 Benchmarks)

Our 2025 results show both strong progress and opportunities for growth compared to last year's performance:

Category	Target (2025)	Achieved (2025)	Achieved (2024)
Students Supported	2,000	1,900	1,473
Schools Reached	125	100	97
Communities Engaged	50	36	37
Agency Partnerships	50	51	45
Volunteer Participation	100	110	69

Overall, 2025 saw a **substantial increase in student support, agency partnerships, and volunteer participation**, surpassing targets in key areas. While school and community engagement fell short of goals, the year demonstrated meaningful progress and set a strong foundation for further growth in 2026.

2025 Target Achievement by Key Area





When a community comes together to equip children for success, we're not just filling backpacks—we're building futures.

4. Future Plans

Sustainability

The sustainability of the Tools for School project is rooted in its community-driven approach and strategic partnerships. As we move forward, our focus will be on deepening our engagement with schools, communities, and corporate partners to ensure the long-term viability of the project. We plan to build on the momentum of the past decade by expanding our outreach to underserved areas and strengthening our volunteer base.

To ensure ongoing support, we will implement a multi-year fundraising strategy that includes grant applications, corporate sponsorships, and community fundraising events. Additionally, we are exploring opportunities to integrate environmentally sustainable practices into the project, such as the use of eco-friendly materials for school supplies and reducing waste in our operations. These efforts will not only help sustain the project but also align it with broader environmental goals, reflecting our commitment to both educational access and sustainability.

Call to Action

The success of the Tools for School project has always depended on the generosity and dedication of our supporters. As we look to the future, we encourage everyone to continue their involvement. Whether it's through donating, volunteering, or spreading the word, your support is crucial in ensuring that every child has the tools they need to succeed in school.

We invite individuals, businesses, and organizations to join us in our mission. Consider making a financial contribution, organizing a supply drive, or volunteering your time. Share our story within your networks and help us reach even more students. Together, we can continue to make a meaningful impact in the lives of children across our communities, one backpack at a time.

5. Conclusion

Final Thank You

We would like to extend our deepest gratitude to everyone who has played a part in the success of the Tools for School project. To our dedicated volunteers, tireless community partners, generous donors, and the countless individuals who have supported us along the way, thank you. Your unwavering commitment has made it possible for us to reach thousands of students over the past decade, ensuring that they have the tools they need to thrive in their education.

As we reflect on the impact we've made together, we are inspired by your generosity and dedication. The achievements of this project are a testament to what we can accomplish as a community when we work together. We look forward to your continued support as we strive to make an even greater difference in the lives of students across our region.

Thank you for believing in the power of education and for helping us make a lasting impact.

Contact Information

11330 106 St #213, Grande Prairie, AB T8V 7X9

780 532-1105

director@unitedwayabnw.org

www.unitedwayabnw.org

(Link to the donation page <https://give.unitedway.ca/donate/WGRAND>)



COPY

May 14, 2026

Dear MD of Spirit River Staff and council:

On March 27th Council made a motion to allow FCSS use of the Brownlee Building and surrounding area for Camp Wanago. FCSS would like to thank council for the use of this area in past years. On April 18th there was an announcement of the Full Steam Ahead Daycare that would be built in this area. FCSS understands that this may not occur this year but at the May 12th FCSS board meeting the following motion was made: **44-26 Pat Sydoruk moves that the location of Camp Wanago be moved to another location within Spirit River. Carried.** As the building of the daycare will likely start by the summer of 2027 the board felt that it should be moved now. There have been many changes for FCSS and its programs, and the sooner the changes happen the sooner the public gets accustomed to the changes. I will be securing a spot in the next couple of weeks, and camp will be running this year.

FCSS is asking for at least 30 days (no more than the start of camp June 29) to remove the wooden shed that is located on municipal property.

Thank you for the years of being the unit authority for FCSS and we wish you all the best.

Shelley Loroff
FCSS Coordinator

YOU'RE INVITED!

OPEN HOUSE

Pleasant View Apartments

Spirit River, Alberta



Pleasant View Apartments
5109 – 43 Avenue,
Spirit River, Alberta



Thursday,
May 28, 2026



12:00 PM – 3:00 PM

Join us for refreshments,
meet the team, and take part
in group tours of the building
and available suites.

We hope to see you there!





Celebrate International Museum Day

May 16, 2026



Join us in celebrating International Museum Day at the Veterans Memorial Gardens & Interpretive Centre Free Admission & Suttle Service



📅 Saturday, May 16, 2026.

10:00 am - 5:00 pm

📍 Veterans Memorial Gardens & Interpretive Centre (Grande Prairie Region)

This year's theme:

“The Future of Museums in Rapidly Changing Communities”

We're proud to be part of this special day alongside museums across the **Grande Prairie & South West Alberta Region**, highlighting the importance of preserving history while evolving with our communities.

Awareness

The Veterans Memorial Gardens & Interpretive Centre is a commemorative space dedicated to honouring military history while bringing the community together through education, reflection, and shared experiences.

International Museum Day is a global celebration of the role museums play in:

- Connecting communities
- Preserving culture and history
- Inspiring future generations

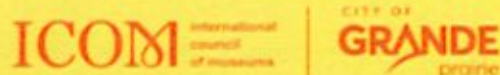
International Museum Day Bus Schedule

Stop Name	Pick Up/ Drop Off Instructions
GP Museum	Parking lot near mini golf, by lawn bowling; participants must cross a bridge to get to the Museum
Centre 2000	Front door
Veterans	Near the fence and the gate
Wetland	First right and then left, the backend of the parking lot, Evergreen Park
Dino Museum	Next to the main entrance

Dino Bus (Phillip J Currie Museum to Grande Prairie Museum) Every 30 Minutes	
Departure Phillip J Currie Museum	Departure from Grande Prairie Museum
9:30 a.m.	10:00 a.m.
10:30 a.m.	11:00 a.m.
11:30 a.m.	12:00 p.m.
Service Break 12:30 to 1:00 p.m.	
1:00 p.m.	1:30 p.m.
2:00 p.m.	2:30 p.m.
3:00 p.m.	3:30 p.m.
4:00 p.m.	4:30 p.m.
5:00 p.m. (Last Bus)	

Bus Schedule for City and Dino Bus (within Grande Prairie)				
Departure from GP Museum & Art Gallery	Departure from Centre 2000	Departure from Veterans	Departure from Boreal Wetland	
9:30 a.m.	9:45 a.m.	10:00 a.m.	10:15 a.m.	City Bus
9:45 a.m.	10:00 a.m.	10:15 a.m.	10:30 a.m.	Dino Bus
10:35 a.m.	10:50 a.m.	11:05 a.m.	11:20 a.m.	City Bus
10:50 a.m.	11:05 a.m.	11:20 a.m.	11:35 a.m.	Dino Bus
11:40 a.m.	11:55 a.m.	12:10 p.m.	12:25 p.m.	City Bus
11:55 a.m.	12:05 p.m.	12:20 p.m.	12:35 p.m.	Dino Bus
12:55 p.m.	1:10 p.m.	1:25 p.m.	1:40 p.m.	City Bus
1:10 p.m.	1:25 p.m.	1:40 p.m.	1:55 p.m.	Dino Bus
2:15 p.m.	2:30 p.m.	2:45 p.m.	3:00 p.m.	City Bus
2:25 p.m.	2:40 p.m.	2:55 p.m.	3:10 p.m.	Dino Bus
3:20 p.m.	3:35 p.m.	3:50 p.m.	4:05 p.m.	City Bus
3:30 p.m.	3:45 p.m.	4:00 p.m.	4:15 p.m.	Dino Bus
4:20 p.m.	4:35 p.m.	4:50 p.m.	5:05 p.m.	Last City Bus
4:35 p.m.	4:50 p.m.	5:05 p.m.	5:20 p.m.	Last Dino Bus

May 16, 2026 | 10 a.m. to 5 p.m.
cityofgp.com/IMD2026



SENIORS WEEK

TEA



JUNE 5TH 2026

1 - 3 PM

This is a FREE Event but we ask you to register
to ensure we have enough for everyone!



10121-93 St Grande Prairie, AB T8V 1Y1

(780) 933-0182

@VETSMEMORIALPARK

veteransmemorialgardens.com



**Celebrating our
5th Anniversary
and 100 Years of the
Royal Canadian Legion**

The Jamaican Canteen serves authentic Jamaican and Filipino foods.

Eat on the deck, visit the gardens, tour the museum displays and enjoy the flavours of Jamaica at the gardens! It is a flavourful partnership!

Visit their website at:

<https://jamaicancanteenatthegardens.com/>

Phone: 780-876-8794



FREE EVENT 🎨 Crafting Sundays

Veterans Memorial Gardens, Grande Prairie

10121-93 St, Grande Prairie, AB T8B 1Y1

Every Sunday | June 7 – Sept 27

10:30 AM – 1:00 PM

Join us for hands-on, creative fun that connects kids to peace, gratitude, nature, and Canadian stories of service.

- 🎨 Rotating crafts each week
- 🌿 Garden Crafts
- 🐾 Animal Allies
- 🦸 Hero Stories
- 🖍️ Colouring & More!
- 👶 All ages welcome!
- 🍷 Includes a bag of chips + pop or water

Pre-registration is encouraged so we can ensure enough snacks and supplies for everyone.

Pre Register Here:



Drop-ins are welcome but snacks may be limited.

Follow us: @VeteransMemorialGP

Funded in part by our wonderful community sponsors & partners:

Hang a Banner for History Partners make this program possible:



Briefing Note

To: Community Rail Advocacy Alliance (CRAA)
Date: May 13, 2026
From: Canadian Strategy Group
Subject: Discussion Paper: Strengthening One Canadian Economy through trade and transportation

Background

On May 8, 2026, Transport Canada released “Strengthening One Canadian Economy through trade and transportation.” The discussion paper comes as Canada looks to diversify its economy amid tensions with its largest trading partner, the United States, and after the release of a federal budget containing \$6 billion for trade-enabling infrastructure to be distributed by the Trade and Diversification Corridors Fund (TDCF) and the Arctic Infrastructure Fund (AIF). It also comes as Prime Minister Mark Carney’s Liberal Government is proposing a plan to reduce federal reviews and decision-making timelines to no more than one year to fast-track major projects.

According to the discussion paper, Canada’s transportation system has been slipping in the global rankings compared to its G7 peers, and improvements are required to rail and transportation networks. It suggests that improvements will ensure that the nation’s trade corridors operate at optimal efficiency and that new opportunities are available to Canadian shippers. It also suggests that modernizing gateways and intermodal connections will reduce costs and facilitate faster transportation of Canadian products to the global market. The paper argues that this combination of upgrades will reduce bottlenecks, enhance coordination, and make the system easier for businesses to use.

The discussion paper goes on to say that by “strengthening supply chains, reducing barriers, and modernizing transportation laws,” the Government of Canada can “lower costs for businesses, support jobs, and make better use of recent infrastructure investments.” It recommends legislation “to address long-standing constraints that limit investment, productivity, and growth in key trade-enabling assets” that would, in turn, “support a more modern, responsive transportation system that can handle economic pressures, improve corridor performance, and unlock new capacity across supply chains.”

The next two sections summarize the paper’s highlights.

Overview

The discussion paper suggests that Canada has an opportunity “to address long-standing structural issues in the transportation sector.” By addressing these issues, the government can attract investment and diversify Canada’s economy. Recommended legislation would:

- reduce red tape
- lower costs for businesses

- enhance the speed, reliability, and predictability of supply chains
- attract investment
- spur new infrastructure development
- connect regional economies
- create jobs
- increase Canada's competitiveness in the global market

Focus Areas

Ports. The government of Canada is proposing legislation to strengthen the governance of Canada's ports, enabling them to operate with greater operational flexibility and support long-term infrastructure investment. It is also proposing enhanced dialogue with Indigenous communities over ports and the establishment of Indigenous advisory mechanisms. Proposed legislative changes would also modify port authority governance structures, paving the way for fundraising, export growth, and the construction of major projects. Some governance amendments include regular Board evaluations by the port authority, third-party assessments of governance practices, and performance evaluations, all aimed at enhancing transparency.

Transportation Policy. Proposed amendments to the *Canada Transportation Act* would allow the Transportation Minister to designate "National Trade Corridors," which are identified trade corridors of national interest. The definitions of and goals for these corridors will be published, allowing network stakeholders (e.g. railways, trucking, airports, ports, etc.) to coordinate their efforts and track progress. The report also suggests that an advisory group be comprised, mainly of industry leaders within these corridors, to suggest ways for system improvements and ensure coordinated decision-making.

Investment Oversight. Amendments to the *Canada Transportation Act* and *Canada Marine Act* would improve oversight of investments in supply chains.

Collaboration. The Minister of Transport believes a National Corridor Council is necessary to consult with Indigenous groups, provinces, territories, municipalities and other stakeholder groups to enhance collaboration within National Trade Corridors.

Reducing Red Tape. The Government is proposing a "Tell-Us-Once" system, so business will only have to submit information once for it to be available across government departments. Additional measures include:

- Removing duplicate reviews where other processes already apply
- Granting ministerial authority to align more quickly with international standards
- Transferring minor approvals under the *International Bridges and Tunnels Act* to the Minister of Transport to speed up approvals for lower-risk projects
- Updating railway construction rules by:
 - increasing the length of track that can be built without section 98 approval (from 3 km to 5 km); and
 - confirming that section 98 approval is not required when a project is assessed under the *Impact Assessment Act*.
- Reducing red tape in the marine sector by clarifying competition rules, reducing unnecessary reporting requirements, providing flexibility during emergencies, and exploring options to improve the efficiency of grain transportation.

Next Steps

The Government of Canada is seeking feedback on the discussion paper's recommendations from Indigenous partners, stakeholders, and the public. Canadian Strategy Group will work with the Executive to develop a letter in response to the discussion questions below.

Discussion Questions

1. Which proposed measures would have the greatest impact on making supply chains more efficient and reliable?
2. Where would reducing administrative burden most benefit your organization or sector?
3. What opportunities do you see to improve collaboration across trade corridors?
4. How can the government best partner with Indigenous Peoples to support shared economic outcomes?
5. Are there any concerns, risks, or unintended impacts that should be considered during implementation?
6. How could the proposal be improved to reduce risks and support effective implementation?

Links

Government of Canada: [Strengthening One Canadian Economy through trade and transportation](#)

The Red Deer Advocate: [Federal government proposes one-year timeline for project reviews and decisions](#)

Join us In Welcoming the City of Dawson Creek to CRAAI

Earlier this month, the City of Dawson Creek officially joined the Community Rail Advocacy Alliance as our second member in Northern British Columbia. Located at Mile "Zero" of the world-famous Alaska Highway, Dawson Creek serves as a vital connection point between the Yukon, Alaska, and the rest of Canada. As a key hub in the Peace River region – with strong industrial sectors in oil and gas, mining, agriculture, and forestry – the municipality depends on reliable and consistent rail service to support its economy and communities.

Please join us in welcoming Dawson Creek to CRAA. We look forward to working together to continue engaging decision-makers on the critical importance of strong, connected rail service.

An Important Show of Support in Alberta's Legislature

On Tuesday, May 12, 2026, in Alberta's Legislature, Grande Prairie-Wapiti MLA Ron Wiebe raised concerns about how disruptions to critical transportation infrastructure – including rail service – and a lack of federal infrastructure expansion are threatening investment in the province. He asked Minister of Agriculture and Irrigation RJ Sigurdson what the provincial government is doing to help address these challenges.

Minister Sigurdson responded that the government is focused on creating stability, reducing red tape, maintaining low corporate taxes, and offering incentives such as the agriprocessing investment tax credit.

Mr. Wiebe: Thank you, Mr. Speaker and to the minister. Given that in NDP-run provinces like B.C., investment is running away, as seen with Nutrien, where they left for Washington state, taking an estimated \$500 million to \$1 billion worth of investment, and given that they left because of rail and port disruptions and lack of federal focus on expanding infrastructure, to the same minister: how does our government differ in managing and advocacy for big investments related to agriculture?

Mr. Sigurdson: Well, Mr. Speaker, the difference couldn't be clearer. Under the NDP billions in investment was driven away by uncertainty and red tape. Our government is focused on stability and growth with the lowest corporate tax rate in the country, no PST, and incentives like our agriprocessing investment tax credit. In addition, this government is calling on the federal government to exempt all agriproducts from rail and port strikes and to meaningfully expand port and rail access. We'll continue to support the agricultural industry and ensure that investment stays and grows right here at home.

He also emphasized the importance of advocating for federal action to prevent rail and port strikes and expand transportation infrastructure to support continued growth in Alberta's agricultural sector.

CRAA is pleased to see the Minister champion these issues in the Legislature, as they directly reflect ongoing conversations the Executive has had with him regarding the importance of rail advocacy and reliable transportation infrastructure.



The Municipal District of Spirit River No.133
Box 389, 4202-50th Street, Spirit River, Alberta T0H 3G0
E-mail: mdsr133@mdspiritriver.ab.ca
Telephone (780) 864-3500

COPY

May 16th, 2026

Central Peace Firefighters Association
Box 38
Rycroft, AB T0H 3A0

RE: Contribution to the Central Peace Firefighters Association
Annual Golf Tournament

Dear Members of the Central Peace Firefighters Association,

On behalf of the Municipal District of Spirit River No.133 Council, I would like to extend our sincere thanks for your invitation to the upcoming annual golf tournament. We always appreciate the opportunity to support and connect with our local first responders.

While the MD Council is unfortunately unable to commit to attending the tournament this year due to prior scheduling conflicts, we remain deeply appreciative of the vital work your association does for our communities.

To show our ongoing support for your organization and this event, the MD Council has committed a contribution of \$500.00 to the Central Peace Firefighters Association (*enclosed*). The MD Council wishes to extend a sincere thank you for your dedication to the region, we wish you the best of luck with the tournament and hope it is a tremendous success. Thank you for your continued dedication and service to the region.

Sincerely,

Reeve Tony van Rootselaar
Municipal District of Spirit River No.133

TV/sh

Enclosure



Notice of Annual General Meeting

Mighty Peace Watershed Alliance's Annual General Meeting will be held June 15th in Peace River. Election of Directors, organizational update and guest speakers. Please visit our [website](#) for more information, updates and to register (required).



**Mighty Peace
Watershed Alliance**

Notice of Meeting
Annual General Meeting
June 15th, 2026
 9:00 am – 4:00 pm
 Chateau Nova, Peace River, AB

You are invited to attend the AGM for the Mighty Peace Watershed Alliance

(Watershed Planning & Advisory Council for the Peace River & Slave River Watersheds)

8:30 am Registration & Networking

9:00 am – 4:00 pm - AGM will include Project and Organization updates, election of new directors, and Speakers & Discussions regarding the Update of MPWA State of the Watershed. (will be posted on website as confirmed)

Election of Directors – If you have interest in any of these seats on the Board of Directors, please view our website www.mightypeacewatershedalliance.org for Nomination information and responsibilities of Directors. ****Nominations accepted up to June 11th by email.** NOTE: Nominations from the floor may also be accepted at the AGM (providing the nominee is in attendance, letter of support, nomination form, and membership form are in order)

-2-year terms (June 2026–2028): Provincial Government, Small Urban Municipality, Rural Municipality, Agriculture, Oil & Gas, Utilities, Conservation/Environmental, Research/Education, Metis Nation of Alberta, Lower Watershed First Nations.

-1-year term (June 2026–2027) to fulfill the second year of a 2-year term –
 Tourism/Fisheries/Recreation, Mining, Métis Settlement General Council, Upper Watershed First Nation, Middle Watershed First Nation

All are welcome to this public meeting. Only those with 'resident individual' and 'resident organization' memberships may vote. Please complete and submit a membership form that is available on the website.

*****Lunch Included*****



The Municipal District of Spirit River No.133

Box 389, 4202-50th Street, Spirit River, Alberta T0H 3G0

E-mail: mdsr133@mdspiritriver.ab.ca

Telephone (780) 864-3500

May 15th, 2026

Central Peace Health Complex

Attention: Ryan Squires, Hospital Coordinator

COPY

RE: Invitation to G5 Meeting July 8th, 2026 and proposal for Hospital facility tour

Dear Ryan,

I hope this email finds you well.

On behalf of the MD of Spirit River, I would like to invite you to attend our upcoming G5 meeting scheduled for July 8th, 5:30 p.m. located at the MD Brownlee Building (located directly behind the MD Administration Building). The G5 encompasses the MD of Spirit River, Birch Hills County, Saddle Hills County, the Village of Rycroft, and the Town of Spirit River. These meetings are invaluable for our regional collaboration, and we would welcome your perspective and participation in the discussion.

Additionally, we are looking ahead to the fall and would like to propose a formal tour of your facility. It is the MD's wish to coordinate a visit for one representative from each of the G5 councils -we believe this tour would provide our elected officials with a better understanding of your operations and further strengthen the partnership between our municipalities and your organization.

Please let us know if you are available to join us on July 8th, as well we welcome your thoughts on a potential facility tour and dates in September that might work for a site visit.

I look forward to hearing from you.

Best regards,

Shirley Hayden
Chief Administrative Officer
Municipal District of Spirit River No.133
Box 389, 4202-50th Street
Spirit River, Alberta T0H.3G0
780-864-3500 EXT 207

May 20th, 2026,

COPY

The Spirit River Municipal Library Board will be hosting a special afternoon for the mothers, sisters, aunts, grandmothers and daughters, nieces, grand-daughters of our community. It will be on Saturday, June 6th from 12:00 to 4:00 pm at the Spirit of Peace United Church, in Spirit River. No men, boys or children under the age of 4 are allowed.

This is a fund-raiser for the library but also a chance to have some fun, visit with each other and see what homemade products and services are available from people living in the area. The library board members will provide tea, coffee, punch, and what used to be called dainties for an old fashioned "tea".

Would you consider donating an item or items for our event? We will be offering door prizes for all, a silent auction for the adults, and table raffles for the youth.

This is a community event and all funds raised will be used to purchase books, supplies and equipment for the Spirit River Municipal Library. The Board always strives to make the services better at the library including maintaining current programs and offering new ones. We also provide community access computer stations offering high speed internet connections as well as wireless internet.

To maintain current operations and continue to make the library alive and available to everyone in the community, we need to complement our grants and donations with fund raising activities.

You can contact Natalie Martin 587-785-0207 or Tracy Skoworodko at 780-864-4038 (work) or 780-864-5682 to make pick up or drop off arrangements.

We appreciate your continued support and thank you in advance.

Sincerely,
Spirit River Municipal Library Board
Karen Corfe
Dixie Peacock
Natalie Martin
Julie-Anne Dockree
Jynette Allen
Wendy Bourque
Brenda Stanich
Tracy Skoworodko - Librarian

From: municipalservicesdivision@gov.ab.ca <municipalservicesdivision@gov.ab.ca>

Sent: May 19, 2026 1:19 PM

To: MD of Spirit River 133 <mdsr133@mdspiritriver.ab.ca>

Subject: Municipal Affairs and Housing Statutes Amendment Act, 2026

I am pleased to share that Bill 28, the *Municipal Affairs and Housing Statutes Amendment Act, 2026*, received Royal Assent on May 14, 2026. Bill 28 made amendments to the *Municipal Government Act* to modernize municipal rules, improve clarity and consistency, and strengthen service delivery.

The changes focus on the following themes:

- growth and housing – how communities expand;
- assessment and property tax – how services are paid for fairly;
- governance and accountability – who is responsible and to whom;
- municipal transparency – how municipalities make decisions and operate day to day; and
- public institutions and municipal utilities – how essential public services are governed and protected.

Together, these five themes are aimed at modernizing municipal legislation, clarifying local governance, and supporting communities across Alberta.

Growth and Housing

The amendments will accelerate construction to build more homes faster, improve transparency, reduce red tape, and streamline municipal approvals by:

- supporting the use of automated permitting tools;
- clarifying costs that cannot be included in off-site levy charges; and
- requiring permit timeline reporting to be posted on municipal websites.

Amendments related to “Automatic Yes” frameworks will encourage municipalities to fast-track low-risk development permits, increasing predictability for builders and helping accelerate housing construction across Alberta.

In addition, charter schools will be treated consistently with other publicly funded schools by enabling access to municipal and school reserve land.

The changes will also allow the Minister of Municipal Affairs to set requirements for community design codes that municipalities may choose to adopt, helping streamline approvals for developments that meet established land-use and design standards while preserving local decision-making.

Assessment and Property Tax

The proposed legislative amendments implement some of the decisions from the recently completed policy phase of the Assessment Model Review. These decisions lay the foundation to modernize the regulated property assessment system and promote fairness for municipalities and industries by:

- clarifying the rules that determine which costs are assessable, which will improve consistency and reduce assessment appeals;
- enabling greater use of standardized rates for regulated properties, which will increase predictability and efficiency of assessment;
- applying penalties to property owners who fail to report timely property information; and
- establishing a regular cycle for review of assessment models.

Details about the outcomes of the policy phase of the Assessment Model Review were sent to you under separate cover, if your organization is directly affected.

Using the updated rules and policies, new models for assessing individual types of regulated properties will now be developed to better reflect current costs, technology and construction practices. The work for this next phase of the Assessment Model Review will be undertaken over the next two years, and will continue to involve significant input from municipal, industry and assessment stakeholders.

Governance and Accountability

The legislation strengthens accountability and integrity in local government by creating a provincial councillor accountability framework. The framework will establish processes to address pecuniary interest, improper use of influence, unauthorized use of municipal assets and services, disclosure of confidential information, and egregious behaviour.

Under the new framework, complaints will be investigated by an independent third-party chosen from a provincial roster by the municipality, ensuring impartial, timely resolution of issues before they escalate, and a roster of commissioners will also be appointed by the province to hear appeals.

In addition, the legislation updates the process for viability reviews.

Municipal Transparency

The legislative changes will improve transparency by requiring municipalities to publicly disclose the salaries of municipal employees above a specified threshold, aligning municipal practices with Alberta's own disclosure standards.

In addition, the amendments will allow rural, small urban, and specialized municipalities to show policing costs as a separate line on property tax notices, improving transparency for residents.

A province-wide framework for councillor information requests will assure timely access to information and consistent sharing of broader information with all councillors to strengthen the ability to make informed decisions. Councils will have the ability to adopt local policies to manage significant information requests in a practical, sustainable way.

The legislative changes also modernize governance and operations of business improvement areas, including flexibility for interim board appointments, electronic notifications, and in-year budget changes to reduce red tape, improve flexibility and help commercial districts stay vibrant and responsive to local needs.

Public Institutions and Municipal Utilities

The amendments enable Cabinet to require that municipalities transfer control and operations of a municipal public utility to a regional services commission or a controlled corporation, should it be deemed necessary to do so.

Unless stated otherwise, most of the proposed amendments would come into force immediately when the Bill becomes law. This includes changes related to growth and housing, governance and accountability, and municipal transparency. Updates to the regulated property assessment framework are proposed to take effect on January 1, 2027.

Further clarification and implementation of this Act are anticipated to come into effect via regulations which are anticipated to be in place in the coming months. These include amendments to both the City of Calgary and City of Edmonton City Charters, the Business Improvement Areas Regulation as well as regulatory amendments related to the assessment model review, and non-statutory studies. A regulation to implement the councillor accountability framework is anticipated to be brought forward later in 2026.

Further information on Bill 28 can found here: [Modernizing municipal legislation across the province | Alberta.ca](#). Several fact sheets are being developed to support municipalities in implementing the changes and will be posted online in the coming weeks.

Jonah Mozeson

Deputy Minister

Part of [New and proposed legislation](#)

Modernizing municipal legislation across the province

The Municipal Affairs and Housing Statutes Amendment Act, 2026, would improve clarity, consistency and accountability in municipal governance.

Status: Bill 28 was introduced on April 2, 2026


Ministry responsible: Municipal Affairs

Overview

[Bill 28, the Municipal Affairs and Housing Statutes Amendment Act, 2026](#) , would amend 3 pieces of legislation: the *Municipal Government Act*, *Libraries Act* and the *Alberta Housing Act*.

If passed, Bill 28 would encompass a coordinated set of updates to modernize municipal rules, improve clarity and consistency and strengthen service delivery.

Key changes

The following is a summary of the key changes proposed in Bill 28, the Municipal Affairs and Housing Statutes Amendment Act, 2026. For full descriptions of the bill's amendments, see the [legislation information guide](#) .

The proposed amendments are organized into 5 themes that reflect key areas of municipal life and the services Albertans depend on every day.

Theme 1: Growth and Housing

When development rules are unclear or approvals take too long, it can slow housing construction, increase costs and make it harder for communities to keep up with demand. Clear, predictable processes help municipalities support growth while maintaining local standards and community planning goals.

Bill 28 also includes related legislative changes led by other ministries that further support growth and housing.

Proposed amendments would:

- Support parental choice in education by aligning charter schools with other publicly funded school systems in access to municipal and school reserve land.
- Exempt charter and independent schools from off-site levies to streamline development of needed school infrastructure, aligning them with other publicly funded school systems.
- Require public reporting on development permit activity and timelines for municipalities above 15,000.
- Clarify allowable off-site levy costs.
- Support automated permitting tools and enable creation of a framework for Automatic Yes approvals.
- Align charter schools with other publicly funded school systems in access to reserve land.
- Allow the Minister to establish community design codes.
- Support updates to the *Alberta Housing Act* aimed at improving the long-term sustainability of seniors' lodge housing:
 - Establish capital reserve requirements to support long-term maintenance of seniors' lodge housing assets.
 - Allow housing management bodies to requisition municipalities for capital reserve contributions where agreed to by member municipalities.
- Clarify how municipal land-use decisions must align with provincially approved aggregate pit registrations on private land under the *Environmental Protection and Enhancement Act*.

Building on the provisions introduced in Bill 28, further work will continue to streamline development approvals, including through future regulatory review of non-statutory studies and other requirements that can add cost and delay.

Theme 2: Assessment and Property Tax

When assessment and taxation rules are unclear, it can undermine confidence in the system and create frustration for property owners and municipalities alike.

Clear, consistent assessment and taxation rules help ensure everyone is treated fairly and that municipalities have stable, reliable revenue to deliver services.

Proposed amendments would:

- Prohibit higher residential property tax sub-classes based on occupancy status for Albertans.
- Enable modernized assessment rules for regulated properties, which will clarify which costs may be included in regulated property assessments.
- Enable standardized assessment rates where appropriate.
- Strengthen compliance and reporting requirements.

Theme 3: Governance and Accountability

Local government works best when roles and expectations are clear. Residents expect elected officials to act professionally, make decisions in the public interest and be accountable for their own conduct.

When standards are unclear or applied inconsistently, it can undermine confidence in local decision-making and distract councils from focusing on community priorities. Clear, provincewide expectations help support professionalism, fairness and public trust in municipal government.

Proposed amendments would:

- Establish a provincewide councillor accountability framework.
- Introduce independent, third-party investigation of complaints.
- Create a roster of commissioners to hear appeals.
- Change municipal viability votes to non-binding plebiscites.

Building on the provisions introduced in Bill 28, further work will support implementation of the councillor accountability framework, including through future regulations and guidance on matters such as council meeting procedures.

Theme 4: Municipal Transparency

Albertans expect openness from their local government. Residents want to understand how public dollars are used, councillors need access to information to do their jobs and councils need clear rules about roles and responsibilities.

Proposed amendments would:

- Require public disclosure of senior municipal employee salaries above a threshold.
- Allow clear display of policing costs on property tax notices for eligible municipalities.
- Refine provincewide expectations for councillor access to information.
- Allow councils to manage substantial information requests through local policy.
- Require reporting to council when CAOs use natural person powers outside established approvals.
- Modernize Business Improvement Area governance and administration.

Theme 5: Public Institutions

Clear, consistent rules help ensure public institutions reflect community values, protect vulnerable users and operate with appropriate oversight. They also help municipalities manage essential services responsibly and plan for long-term sustainability.

Proposed amendments would:

- Amend the *Libraries Act* and Libraries Regulation to allow the Minister to initiate reviews or respond to complaints related to public libraries.
- Allow ministerial guidance and non-binding guidelines to support public library governance.
- Create authority to direct the governance and oversight of municipal public utilities.

Building on the public library provisions introduced in Bill 28, further work is underway to establish clear, consistent standards for age-appropriate access to library materials with explicit visual content. Additional details will be introduced through future regulations.

- [Age-appropriate access to library materials in public libraries](#) 

Next steps

If passed, Bill 28, the Municipal Affairs and Housing Statutes Amendment Act, 2026, would bring proposed changes into effect at different times, depending on the provision. This phased approach helps ensure municipalities, boards and service providers have time to prepare and implement the changes smoothly. Additional regulatory amendments are anticipated this spring to implement some of these changes.

Coming into force

Upon Royal Assent

Unless stated otherwise, most of the proposed amendments would come into force immediately when the Bill becomes law. This includes changes related to:

- growth and housing
- governance and accountability
- municipal transparency

Public library standards

New provincewide standards related to age-appropriate access to certain library materials would take effect once regulation is created at a later date this spring.

Regulated property assessment changes

Updates to the regulated property assessment framework are proposed to take effect on January 1, 2027. These changes would apply prospectively only, meaning:

- New rules would apply to newly reported properties or new additions, and new standardized rates being developed for each individual regulated property type.
- Existing assessments for major facilities would remain unchanged.

Regulations and guidance

Some elements of the proposed legislation would be supported by future regulations or non-binding guidance. This includes:

- Councillor accountability framework.
 - Community design codes.
 - Automatic yes.
 - Governance frameworks for public utility corporations.
 - Guidance to support library boards in applying new standards.
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Ongoing engagement

As implementation moves forward, Alberta's government will continue to work with municipalities, library boards and other partners to support a smooth transition and address practical considerations as they arise.

News

- [More homes, clear rules, stronger accountability](#) (April 2, 2026)

Source URL: rmalberta.com/news/bill-28-receives-royal-assent/?utm_source=Contact+Newsletter&utm_campaign=c5a503c654-Contact_2025_COPY_01&utm_medium=email&utm_term=0_ad7c2a0493-c5a503c654-390811449

Bill 28 Receives Royal Assent

Posted on: May 15, 2026

Bill 28 makes wide-ranging changes to the Municipal Government Act and other legislation which will significantly impact municipal autonomy, decision-making, and operations.

On May 14, 2026, **Bill 28**

(https://docs.assembly.ab.ca/LADDAR_files/docs/bills/bill/legislature_31/session_2/20251023_bill_028.pdf), *Municipal Affairs and Housing Statutes Amendment Act, 2026*, received Royal Assent. Some provisions in the Bill will come into force immediately while others will come into force upon proclamation, at a later date.

Bill 28 is an omnibus Bill which includes wide-ranging and impactful amendments to the *Municipal Government Act*, *Libraries Act*, and *Housing Act*. While the various changes will impact municipalities of different types and sizes in different ways, at an overarching level Bill 28 significantly reduces municipal autonomy related to local planning and development, reduces flexibility in terms of governance and decision-making, and introduces new implementation costs onto municipalities while further restricting or reducing the certainty of the limited revenue drivers available to municipalities.

Bill 28 reflects a broader Government of Alberta trend of clawing back local autonomy and decision-making, and centralizing power at the provincial level. Similar changes were made through **Bill 20** (<https://rmalberta.com/wp-content/uploads/2025/10/Bill-20-Member-Summary-MGA.pdf>) (2024) and **Bill 50** (<https://rmalberta.com/wp-content/uploads/2025/04/Bill-50-RMA-Analysis.pdf>) (2025). Given the importance of municipalities of all types to supporting strong communities and economic growth, and in particular rural municipalities in providing infrastructure and services that are crucial to Alberta's natural resource sectors, this apparent provincial intent to reduce municipal autonomy while increasing municipal responsibility is not only unjustified, but introduces significant risks to all Albertans.

In the coming weeks, RMA will share additional information and analysis with members on specific Bill 28 changes, and will continue to advocate to government as to how the changes should be implemented. RMA also plans to reach out to members to better understand the potential impacts of many of the Bill 28 changes. In April, RMA released an **initial Bill 28 analysis** (<https://rmaalberta.com/wp-content/uploads/2026/04/04-17-26-Bill-28-RMA-Analysis.pdf>) that includes an overview and initial analysis of the most significant changes.

Wyatt Skovron

General Manager of Policy & Advocacy

780.955.4096

wyatt@RMAAlberta.com (mailto:wyatt@RMAAlberta.com)