



THE TOWN OF ONOWAY  
REGULAR MEETING OF COUNCIL  
AGENDA

Thursday, March 13, 2025

9:30 a.m.

Council Chambers

Onoway Civic Centre (and Virtually Via Zoom)

MEETING IS BEING AUDIO/VIDEO RECORDED

---

Pages

1. CALL TO ORDER
2. ADOPTION OF THE AGENDA

**Recommendation:**

THAT the March 13, 2025 Regular Council Meeting agenda be approved as presented.

or

THAT the March 13, 2025 Regular Council Meeting agenda be approved with the following amendments(s) (as noted at meeting time).

3. PUBLIC INPUT SESSION
4. PROPOSED CONSENT AGENDA, INCLUDING APPROVAL OF MINUTES FROM PRIOR MEETINGS

**Recommendation:**

THAT all items on the proposed consent agenda and respective recommendations be approved.

- a. February 27, 2025 Regular Council Meeting Minutes

8 - 13

b. 11. Information Items

- a. WILD Water Commission - 2025 Annual General Meeting - April 29, 2025 - February 12, 2025 letter from Chairman Olsvik
- b. Provincial Priorities Act - Agreements between provincial entities and the Federal Government - February 26, 2025 letter from Minister Ric Mclver
- c. Rail Safety Ambassador Certificate - January 22, 2025 letter from CN
- d. Onoway Facility Enhancement Association (OFEA) - Thank you letter for projection screen donation
- e. Onoway Facility Enhancement Association (OFEA) - Thank you letter for FCSS Funding in 2024
- f. East End Bus (EEB) - 2025 AGM - March 24, 2025
- g. AB Munis Preliminary Analysis on Alberta's 2025 Budget
- h. Budget 2025 - letter from Minister Mclver regarding the Local Government Fiscal Framework (LGFF)
- i. Lac Ste. Anne Foundation - September 24 and December 10, 2024 Board meeting minutes
- j. Onoway Facility Enhancement Association (OFEA) AGM - March 31, 2025 at 6:30 p.m.

5. PUBLIC HEARINGS

6. APPOINTMENTS/PRESENTATIONS/DESIGNATIONS - n/a

7. FINANCIAL REPORTS - n/a

8. POLICIES & BYLAWS - n/a

9. ACTION ITEMS

- a. Family and Community Support Services (FCSS) Committee  
Appointments - A Request for Decision is attached

14 - 29

**Recommendation:**

Direction as per Council deliberations

- b. Purchase of a Used Truck for Public Works - A Request for Decision is attached 30 - 30

**Recommendation:**

THAT Council amend the 2025-2030 capital plan by increasing fleet replacement in 2025 to \$40,000.

- c. Intermunicipal Collaboration Framework (ICF) with Lac Ste. Anne County - A Request for Decision is attached. 31 - 49

**Recommendation:**

1) THAT Council agree to extend negotiations of the Intermunicipal Collaboration Framework (ICF) as requested by Lac Ste Anne County for completion by March 31, 2027.

2) THAT Council members be appointed to the Inter Municipal Development Plan Negotiating Committee at the next organizational meeting.

OR

Direction as provided by Council deliberations.

- d. Non-Residential Tax Incentive Program - A Request for Decision is attached. 50 - 52

**Recommendation:**

THAT Council CONDITIONALLY APPROVE the non-residential development incentive for Phase 2 of the development at Lot 5 & 6, Block 2, Plan 7822095 pending all terms and conditions of Bylaw 823/25 Non-Residential Development Incentive Bylaw are met.

Or

Direction provided after Council deliberations.

- e. Asset Retirement Obligations Report - A Request for Decision is attached 53 - 65

**Recommendation:**

THAT Council accept the 2024 Asset Retirement Obligation Memo from Associated Engineering as presented AND THAT the Town of Onoway recognize the financial liability to be in compliance with PSAB3280 Asset Retirement Obligations (ARO's).

- a. Mayor's Report
- b. Deputy Mayor's Report
- c. Councillor's Reports (x 3)
- d. Chief Administrative Officer Report
- e. Corporate and Community Services Director's Report
- f. Public Works Report
- g. Committee of the Whole

1. **Elk's Park Update** - A Request for Information is attached - Gary Mickalyk attending for discussion

**Recommendation:** THAT the Committee of the Whole recommends to Council to action Committee feedback and next steps on Elks Park Improvements.

2. **Northwest of 16 Regional Tourism Association** - A Request for Information is attached

**Recommendation:** THAT the Committee recommend to Council a one-year municipal membership with the Northwest of 16 Regional Tourism Association at a cost of \$1,000.00 or Direction provided after Committee deliberations.

**Recommendation:**  
THAT the Council and staff reports be accepted as presented.

## 11. INFORMATION ITEMS

### Recommendation:

THAT the Information Items be accepted as presented.

- |    |  |           |
|----|--|-----------|
| a. | WILD Water Commission - 2025 Annual General Meeting - April 29, 2025<br>- February 12, 2025 Letter from Chairman Olsvik                              | 78 - 78   |
| b. | Provincial Priorities Act - Agreements between provincial entities and the<br>Federal Government - February 26, 2025 letter from Minister Ric McIver | 79 - 93   |
| c. | Rail Safety Ambassador Certificate - January 22, 2025 letter from CN   | 94 - 95   |
| d. | Onoway Facility Enhancement Association (OFEA) - Thank you letter for<br>projection screen donation  | 96 - 96   |
| e. | Onoway Facility Enhancement Association (OFEA) - Thank you letter for<br>FCSS Funding in 2024  | 97 - 98   |
| f. | East End Bus (EEB) - 2025 AGM - March 24, 2025   | 99 - 99   |
| g. | AB Munis Preliminary Analysis on Alberta's 2025 Budget   | 100 - 132 |
| h. | Budget 2025 - letter from Minister Ric McIver regarding the Local<br>Government Fiscal Framework (LGFF)  | 133 - 134 |
| i. | Lac Ste. Anne Foundation - September 24 and December 10, 2024<br>Board meeting minutes   | 135 - 142 |
| j. | Onoway Facility Enhancement Association (OFEA) AGM - March 31,<br>2025 at 6:30 p.m.  |           |

## 12. CLOSED SESSION

Pursuant to Section 197(2) of the Municipal Government Act and Section  
27(1)(a) FOIP

Privileged information (solicitor/client privilege).

## 13. ADJOURNMENT

**14. UPCOMING EVENTS**

March 27, 2025	Regular Council Meeting	9:30 a.m.
April 10, 2025	Regular Council Meeting	9:30 a.m.
April 18/21, 2025	Good Friday/Easter Monday	
April 24, 2025	Regular Council Meeting	9:30 a.m.
May 8, 2025	Regular Council Meeting	9:30 a.m.
May 22, 2025	Regular Council Meeting	9:30 a.m.



**TOWN OF ONOWAY  
REGULAR COUNCIL MEETING MINUTES**

February 27, 2025  
9:30 a.m.  
Council Chambers  
Onoway Civic Centre (and Virtually Via Zoom)

Council Present: Mayor Lenard Kwasny  
Deputy Mayor Lisa Johnson  
Councillor Bridgitte Coninx-via Zoom  
Councillor Robin Murray  
Councillor Sheila Pockett

Administration: Jennifer Thompson, Chief Administrative Officer  
Gino Damo, Director of Corporate and Community Services  
Debbie Giroux, Recording Secretary

3 members of the public attended the meeting via Zoom.

---

**1. CALL TO ORDER**

Mayor Lenard Kwasny called the meeting to order at 9:30 a.m. and advised that the meeting will be recorded and acknowledged that the meeting was being held on Treaty 6 Land.

**2. ADOPTION OF THE AGENDA**

**Motion # 059-25**

MOVED by: Councillor Robin Murray

THAT the February 27, 2025 Regular Council Meeting agenda be approved as presented.

**CARRIED UNANIMOUSLY**

**3. PUBLIC INPUT SESSION**

**4. PROPOSED CONSENT AGENDA, INCLUDING APPROVAL OF MINUTES FROM PRIOR MEETINGS**

**Motion # 060-25**



MOVED by: Councillor Robin Murray

THAT all items on the proposed consent agenda and respective recommendations be approved.

**CARRIED UNANIMOUSLY**

- a. February 13, 2025 Regular Council Meeting Minutes
- b. 11. Information Items
  - a. Meeting Request with Minister McIver - Alberta Municipal Affairs February 14, 2025 response
  - b. Community Futures Yellowhead East (CFYE) - Member Board of Directors Overview - February 2025
  - c. Alberta Municipal Affairs - Joint Use and Planning Agreements (JUPAs) - February 13, 2025 letter from Minister McIver
  - d. Santas Helpers - Thank you note
  - e. AB Munis - 2025 Annual Insurance Renewal - February 6, 2025 letter from AB Munis
  - f. Suncorp Valuations - Building Valuation and Loss Control Program

**5. PUBLIC HEARINGS**

**6. APPOINTMENTS/PRESENTATIONS/DESIGNATIONS**

- a. 9:30 a.m. - Northwest of 16 Regional Tourism Association - Walter Preugschas and Barb Kostiw  
Walter Preugschas and Barb Kostiw, Northwest of 16 Regional Tourism Association attended the meeting from 9:32 a.m. until 10:05 a.m.

**Motion # 061-25**

MOVED by: Councillor Bridgitte Coninx

THAT Council accept the discussion with Walter Preugschas and Barb Kostiw for information and schedule Northwest of 16 Regional Tourism Association matter on a future Committee of the Whole agenda.

**CARRIED UNANIMOUSLY**

**7. FINANCIAL REPORTS - n/a**

**8. POLICIES & BYLAWS**

- a. Bylaw 826-25 - Fire Services

**Motion # 062-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Bylaw 826-25, the Fire Services Bylaw, be given first reading.

**CARRIED UNANIMOUSLY**

**Motion # 063-25**

MOVED by: Councillor Robin Murray

THAT Bylaw 826-25, the Fire Services Bylaw, be given second reading.

**CARRIED UNANIMOUSLY**

**Motion # 064-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Bylaw 826-25, the Fire Services Bylaw, be considered for third reading at this meeting.

**CARRIED UNANIMOUSLY**

**Motion # 065-25**

MOVED by: Councillor Robin Murray

THAT Bylaw 826-25 the Fire Services bylaw, be given third reading and be adopted.

**CARRIED UNANIMOUSLY**

**9. ACTION ITEMS**

- a. Municipal Accountability Program (MAP) Response - February 11, 2025 letter

**Motion # 066-25**

MOVED by: Councillor Sheila Pockett

THAT Council accept the information provided in Administration's second response to the 2023/24 Municipal Accountability Program Report.

**CARRIED UNANIMOUSLY**

- b. Lemonade Day - Saturday, June 14, 2025 - Community Futures Yellowhead East (CFYE)

**Motion # 067-25**

MOVED by: Councillor Sheila Pockett

THAT the Town of Onoway agree to the request from CFYE to be a host community partner and provide support as requested:

- Proclaim June 14, 2025 as Northern Alberta Lemonade Day in Onoway and assist with promotion and marketing
- \$500 sponsorship for the Entrepreneur of the Year Award
- Training space as required for the in-person lemonade participant training session, free of charge.
- 3 volunteer judges for the event to assist on June 14th, Lemonade Day Contest.
- Send photos, names and details of winners, back to CFYE
- Administration staff to track, issue and collect nominal payment for Lemonade Day Participant Business Licenses
- Administration staff to liaise with the CFYE Event Coordinator to keep updated on program registrations, volunteer judges, etc;
- Assist in promoting and marketing of the event and the training graphics as provided by CFYE.

**CARRIED UNANIMOUSLY**

**Motion # 068-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Onoway partner with Lac Ste. Anne County to promote and sponsor Lemonade Day.

**CARRIED UNANIMOUSLY**

- c. Appointment of ARB Officials in 2025 - A Request for Information is attached

**Motion # 069-25**

MOVED by: Councillor Robin Murray

THAT Council appoint: ARB Chairman Raymond Ralph; Certified ARB Clerk Geryl Amorin and Certified Panelists: Darlene Chartrand, Sheryl

Exley, Tina Groszko, Richard Knowles, Marcel LeBlanc and Raymond Ralph.

**CARRIED UNANIMOUSLY**

- d. Appointment of Fire Chief

**Motion # 070-25**

MOVED by: Deputy Mayor Lisa Johnson

THAT Chief Randy Schroeder, LSAC, be appointed as Town of Onoway Fire Chief effective March 8, 2025.

**CARRIED UNANIMOUSLY**

- e. Alexis Nakota Sioux Nation Strategic Plan

**Motion # 071-25**

MOVED by: Councillor Robin Murray

THAT Deputy Mayor Lisa Johnson and Councillor Bridgitte Coninx (alt. Mayor Lenard Kwasny) be appointed to meet with Alexis Nakota Sioux Nation to discuss strategic plans and future partnerships.

**CARRIED UNANIMOUSLY**

**10. COUNCIL, COMMITTEE & STAFF REPORTS**

**Motion # 072-25**

MOVED by: Councillor Sheila Pockett

THAT the Council and staff written and verbal reports be accepted for information as presented.

**CARRIED UNANIMOUSLY**

**11. INFORMATION ITEMS**

Approved under the Consent Agenda Motion #060-25

- a. Meeting Request with Minister McIver - Alberta Municipal Affairs February 14, 2025 response
- b. Community Futures Yellowhead East (CFYE) - Member Board of Directors Overview - February 2025
- c. Alberta Municipal Affairs - Joint Use and Planning Agreements (JUPAs) - February 13, 2025 letter from Minister McIver

- d. Santas Helpers - Thank you note
- e. AB Munis - 2025 Annual Insurance Renewal - February 6, 2025 letter from AB Munis
- f. Suncorp Valuations - Building Valuation and Loss Control Program

**12. CLOSED SESSION - n/a**

**13. ADJOURNMENT**

As all matters on the agenda have been addressed, Mayor Lenard Kwasny declared the Regular Council Meeting adjourned at 10:30 a.m..

---

Mayor  
Lenard Kwasny

---

Jennifer Thompson  
Chief Administrative Officer

UNAPPROVED



## Town of Onoway Request for Decision

Meeting:	<b>Council Meeting</b>
Meeting Date:	March 13, 2025
Presented By:	Gino Damo, Director of Corporate and Community Services
Title:	Family & Community Services (FCSS) Committee Appointments

### **BACKGROUND / PROPOSAL**

During February 13, 2025, Council meeting, Council made the following motion regarding Bylaw 821-25 A Bylaw to Establish the Committees of Council:

MOVED by: Councillor Robin Murray

THAT a Bylaw to Establish the Committees of Council Bylaw # 821-25 be amended by adding the Family & Community Support Services (FCSS) Committee Terms of Reference.

### **CARRIED UNANIMOUSLY**

After the meeting, Administration posted an advertisement looking for volunteers on the Town website and Facebook page and the Lac Ste Anne Bulletin. The advertisement indicated no end date.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES.**

Since the posting of the advertisement, Administration has received 5 submissions from the following interested individuals in order from earliest to latest:

- Juliette Moore (via email)- Resident of Onoway that is interested in contributing to the community.
- Kristina Szabados (via email)-Business owner and runs the local skating club.
- Dave Kenney (via physical mail)- Various background in boards including being a board member for two separate FCSS boards.
- Corinne Feth (via email)- Involved with many organizations within the Town of Onoway.
- Sheila Doka (via email)- President of OFEA.

The FCSS Committee Terms of Reference Section 4. Composition and Appointment indicates that the Committee is composed of two (2) members of the community. Section 8-Membership (8.1) in Bylaw 821-25 A Bylaw to Establish the Committees of Council indicates that “A Committee shall be comprised of a maximum of seven members as indicated in the Committee Terms of Reference...”

Since 5 submissions were received, Council may choose one of the following:

- Appoint two members as per the FCSS Committee Terms of Reference.

Or

- Amend the number of members to ... in Section 4- Composition and Appointment of the FCSS Committee Terms of Reference and appoint members.

### **STRATEGIC ALIGNMENT**

- Service Excellence
- Good Governance

### **COSTS / SOURCE OF FUNDING**

There is no impact to the 2025 operating or capital budget.

### **RECOMMENDED ACTION**

- Direction as per Council deliberations.
- (Or some other directions as given by Council at meeting time).

### **ATTACHMENTS**

- Bylaw # 821-25, A Bylaw to Establish the Committees of Council.
- Family & Community Support Services (FCSS) Committee Terms of Reference.
- Juliette Moore email.
- Kristina Szabados email.
- Corinne Feth email.
- Sheila Doka email.

**A BYLAW OF THE TOWN OF ONOWAY IN THE PROVINCE OF ALBERTA TO ESTABLISH THE COMMITTEES OF COUNCIL**

**WHEREAS** the Municipal Government Act, as amended provides that a Council may by bylaw establish standing or special committees of Council and delegate to such committees certain duties and powers imposed and conferred upon a Council by the said Municipal Government Act;

**AND WHEREAS** the Council of the Town of Onoway considers it expedient to establish Council committees to support and facilitate the achievement of Onoway's Strategic Plan, vision and goals, and to advise Council on matters relevant to the Committee mandates.

**NOW THEREFORE** the Council of the Town of Onoway, in the Province of Alberta, duly assembled, and pursuant to the authority conferred upon it by the Municipal Government Act, as amended, enacts as follows:

**1. TITLE**

This Bylaw may be cited as the "Council Committees Bylaw".

**2. DEFINITIONS**

In this Bylaw:

- 2.1 "Ad Hoc Committee" is a temporary committee formed for a specific task or objective and dissolved after the completion of the task or achievement of the objective.
- 2.2 "Administrative representative" refers to the administration resource person appointed to a Committee by the Chief Administrative Officer;
- 2.3 "Chief Administrative Officer" means the Chief Administrative Officer for the Town of Onoway or their designate;
- 2.4 "Code of Conduct" means the Council Code of Conduct Bylaw, which establishes the conduct governing members of Council committees.
- 2.5 "Committee" means a Committee established by Council pursuant to this Bylaw, which Committee may consist entirely of Councillors, a combination of Councillors and Members at Large or entirely of Members at Large;
- 2.6 "Committee of the Whole" means the Committee of the Whole established by Council;
- 2.7 "Council" means the Council of the Town of Onoway;
- 2.8 "Councillor" means a Councillor of the Town of Onoway;
- 2.9 "Ex-officio" means membership by virtue of one's office. Ex-officio members do not form part of the quorum when present at Committee meetings and, when present, they shall not vote.
- 2.10 "Mandate" means those functions and priorities assigned by Council to the respective committee, which aligns with the Town's Strategic Plan.
- 2.11 "Mayor" means the Chief Elected Official of the Town;
- 2.12 "Member at Large" means a member of the public appointed by Council to a Committee pursuant to this Bylaw;



- 2.13 "Term of Appointment" shall mean one, two-year term. Partial terms of less than one year shall not be counted in the maximum number of terms served.
- 2.14 "Terms of Reference" means those terms pertinent to the establishment and mandate of an individual Committee and which are attached as a Schedule to this Bylaw;
- 2.15 "Town" means the Town of Onoway;
- 2.16 "Voting Member" means those members identified as voting members in the Terms of Reference.

### **3. COMMITTEES**

- 3.1 Committee of the Whole
- 3.2 Economic Development & Tourism Committee
- 3.3 Beautification Committee
- 3.4 Family & Community Support Services (FCSS) Committee

### **4. ESTABLISHMENT**

- 4.1 Council does hereby establish those Committees as set out in the Terms of Reference attached as Schedules to and forming part of this Bylaw.
- 4.2 Committee Terms of Reference shall be reviewed on an annual basis by the Priorities and Initiatives Committee. The Priorities and Initiatives Committee shall advise Council as to the continued need for the Committee and, if required, whether:
- 4.3 the Terms of Reference are appropriate and meet the objectives of Council; and
- 4.4 the Committee is fulfilling its Terms of Reference.

### **5. POWERS OF COMMITTEES**

- 5.1 Each committee shall be deemed to be a Committee of Council and shall be responsible and accountable only to Council.
- 5.2 A Committee shall have the authority to form ad hoc committees and task forces from among its members, to assist it in carrying out its objectives and responsibilities under this Bylaw.
- 5.3 Ad hoc committees and task forces established by a Committee shall report to the Committee in a manner determined by the Committee.
- 5.4 A Committee shall not have the power to pledge the credit of the Town, to pass bylaws or to enter into any contractual agreements.
- 5.5 A Committee shall not have the authority to act administratively or at an operational level.
- 5.6 The Committee shall provide a forum for examining timely issues relevant to its mandate.
- 5.7 The Committee shall prepare letters, recommendations, resolutions, discussion papers and other documents as appropriate to Council or the Priorities and Initiatives Committee.

### **6. REPORTING TO COUNCIL**

- 6.1 Councillors appointed to a Committee by Council shall be responsible to keep Council informed as to Committee activities.
- 6.2 All Committee Chairs' shall provide the Priorities and Initiatives Committee with a report on the activities of the Committee at least once annually or as requested by the Priorities and Initiatives Committee.

## **7. PUBLIC PARTICIPATION**

Community organizations and individuals that wish to appear before or communicate directly with Council on any matter referred to within the Terms of Reference of a Committee shall be encouraged to make representations to that Committee.

## **8. MEMBERSHIP**

- 8.1 A Committee shall be comprised of a maximum of seven members as indicated in the Committee Terms of Reference, if one or more Councillors are appointed as members of a Committee, an Alternate Councillor shall also be appointed.
- 8.2 Councillors shall be appointed by Council at the organizational meeting or at a meeting following the organizational meeting.
- 8.3 Members at Large shall be appointed by Council to a Committee effective as of January 1 in each year or as otherwise designated by Council.
- 8.4 The Mayor is an Ex-officio member of those Committees that do not name the position of Mayor in their Terms of Reference.
- 8.5 Council may, for any reason it considers sufficient, remove a Member at Large of a Committee by resolution in accordance with the Council Code of Conduct Bylaw, as amended.
- 8.6 All Members at Large shall remain in office until their respective successors are appointed.
- 8.7 Any Member of a Committee who is absent from three (3) consecutive meetings of the Committee shall forfeit his or her office, unless there is a resolution of the Committee accepting a valid reason for his or her absence.
- 8.8 Committee Members shall only speak on behalf of the Committee when formally given such authority by Council for a specific defined purpose.
- 8.9 A Councillor appointed to a Committee that is comprised of both Councillors and Members at Large, is appointed solely as Council's representative to the Committee and shall not vote.

## **9. TERM**

- 9.1 Members at Large shall be appointed for a two (2) year term, unless otherwise provided in the Committee Terms of Reference.
- 9.2 In order to ensure continuity of membership in newly established Committees, Council shall, at the date of appointment, determine which of the Members at Large will hold office for one (1) year from the date of appointment and which of the Members at Large will hold office for two (2) years from the date of appointment.

- 9.3 In each succeeding year, Council shall appoint for a two (2) year term enough members to fill the vacancies created by the expiration of the terms of the Members at Large in that year.
- 9.4 Members at Large whose terms are expiring may be reappointed provided that no Member at Large may serve more than two (2) consecutive terms on a particular Committee.
- 9.5 Notwithstanding section 9.2, Council may allow Members at Large to be reappointed for a third consecutive term if Council determines that extraordinary conditions warrant such an appointment.
- 9.6 Any member of the Committee who misses three consecutive meetings, without being excused by the Committee, may be removed from the Committee and Council shall advertise for the vacant position.
- 9.7 In the event of a vacancy occurring prior to the expiration of a term, the person appointed to fill such vacancy shall hold office for the remainder of that term.
- 9.8 Councillors appointed to a Committee shall be appointed for a one (1) year term, however, Council may, in its discretion, appoint a Councillor for an additional consecutive one (1) year term.

**10. COMMITTEE CHAIR AND VICE-CHAIR**

- 10.1 At its first meeting each year, a Committee shall elect a Chair and Vice-Chair from among its Voting Members.  
The Chair shall hold office for a term of one (1) year from the date of appointment.
- 10.2 The Chair shall preside over all meetings for the Committee and decide all points of order that may arise.
- 10.3 In the absence of the Chair, the Vice-Chair shall preside over meetings and shall exercise all the same powers, duties and responsibilities that the Chair would be entitled to exercise if present.

**11. ADMINISTRATIVE REPRESENTATIVE**

- 11.1 The Chief Administrative Officer shall appoint an Administrative Representative to each Committee.
- 11.2 The Administrative Representative shall ensure that accurate minutes are kept of all regular and special meetings of the Committee, copies of which shall be made and filed with the Chief Administrative Officer and made available to Council on a timely basis.
- 11.3 The Administrative Representative shall provide the Committee with information, research, or data already within its possession; however, requests for information or data not currently available or requiring additional research requires Council approval by way of report to Council.
- 11.4 The Administrative Representative shall assist the Chair in ensuring that Committee activities are consistent with, and that agenda items fall within the Committee's Terms of Reference.
- 11.5 The Administrative Representative shall not be a member of a Committee and may not vote on any matter.

- 11.6 The Chief Administrative Officer shall ensure that all Committee members receive an appropriate orientation on the Terms of Reference of the Committee and its role as a Committee established by Council.

**12. MEETINGS**

- 12.1 A Committee shall hold regular meetings at a frequency to be determined by the Committee, but not less than four (4) meetings per year.
- 12.2 A Committee shall give at least 24 hours' notice of a Committee meeting or a change in the location or time of a Committee meeting.
  - 12.2.1 to the members of the Committee, and
  - 12.2.2 to the public.
- 12.3 Notice to the public shall be deemed to have been properly given if posted for public viewing on the Town of Onoway website.
- 12.4 A majority of the Voting Members shall constitute a quorum at a Committee meeting.
- 12.5 Committee members should notify Administration within 24 hours of a scheduled meeting if they are unable to attend, to ensure that quorum will be available for all meetings.
- 12.6 All Voting Members of a Committee, including the Chair, shall be required to vote on any motion before the Committee and, in the event of a tie, the motion shall be lost.

**13. GENERAL**

The Council Procedures Bylaw shall govern Committees and shall be binding upon all Committee members whether Councillors or Members at Large, except where otherwise provided by this Bylaw.

**14. REPEAL OF BYLAWS**

Bylaws listed as:

Bylaw No. 619-04 a Bylaw of the Village of Onoway in the Province of Alberta, for the Purpose of Establishing an Economic Development Committee and all subsequent amendments are hereby repealed.

**15. EFFECTIVE DATE**

This Bylaw shall come into effect on the date of adoption.

READ A FIRST TIME THIS 9th DAY OF JANUARY, 2025

READ A SECOND TIME THIS 9th DAY OF JANUARY, 2025

READ A THIRD TIME THIS 13<sup>th</sup> DAY OF FEBRUARY, 2025

SIGNED THIS 24<sup>th</sup> DAY OF FEBRUARY, 2025

**TOWN OF ONOWAY**

SIGNED BY LENARD KWASNY  
MAYOR

SIGNED BY JENNIFER THOMPSON  
CHIEF ADMINISTRATIVE OFFICER

# TERMS OF REFERENCE

## Family & Community Support Services (FCSS) Committee

---



**Board or Committee Type:** Family & Community Support Services (FCSS) Committee

**Approval Date:** February 13, 2025

**Review or Revision Date:**

---

### 1. AUTHORITY

- 1.1 The Family & Community Support Services (FCSS) Committee is established by Council in accordance with these adopted Terms of Reference. Committee members are bound by these Terms of Reference.

### 2. MANDATE

- 2.1. To receive, review and make recommendations on FCSS applications received by the Town of Onoway for FCSS funding;

### 3. KEY RESPONSIBILITIES (SCOPE OF AUTHORITY)

- 3.1. To prioritize issues and actions in cooperation with the Town Council. At the beginning of each year, the FCSS Committee, will present an annual progress report to Council.
- 3.2. To prioritize project applications based on community needs and priorities;
- 3.3. To make recommendations to Council for the allocation of funds based on the Family and Community Support Services Act;
- 3.4. To make recommendations to the Town Council on various issues related to the Committee's objectives;
- 3.5. To serve as an advisory, resource and information support group to the Town;
- 3.6. To comply with the Town of Onoway, Council Committees Bylaw, Procedural Bylaw, Council Code of Conduct and Municipal Government Act.

### 4. COMPOSITION AND APPOINTMENT

- 4.1. The FCSS Committee is composed of two (2) members of the Community, one (1) member of Council, one (1) Alternate member of Council and one (1) member of Administration.
- 4.2. If a committee member is unable to complete the term as set out above, a new Committee member will be selected by the Committee and approved by Town Council.
- 4.3. Committee members shall serve without remuneration.

### 5. RECRUITMENT OF CITIZEN APPOINTMENTS

- 5.1. Recruitment of citizens to be appointed to the FCSS Committee will be placed in an ad in the Lac Ste Anne Bulletin, on the Town's website, and Facebook page, and through word of mouth in the community.

# TERMS OF REFERENCE

## Family & Community Support Services (FCSS) Committee

---

### 6. QUORUM

- 6.1. Quorum shall be reached with the presence of a majority of the appointed members, at a time no later than fifteen (15) minutes past the time for which the beginning of meeting was scheduled and so noted on the agenda or notice of the meeting.
- 6.2. The issuance of an Agenda for a meeting of this Committee will be considered as notice of that meeting.

### 7. FREQUENCY AND LOCATION OF MEETINGS

- 7.1. The FCSS Committee will meet approximately three (3) times per year, or as determined by the Committee at the call of the Chair and held in the Council Chambers. Length of meetings shall vary depending on the agenda.
- 7.2. Any member of the Committee who misses three consecutive meetings, without being excused by the Committee, may be removed from the Committee and Council shall advertise for the vacant position.
- 7.3. All meetings shall be open to the public, in accordance with the Town of Onoway's Procedural Bylaw and the Municipal Government Act.

### 8. AGENDAS AND MINUTES

- 8.1. A copy of the agenda shall be prepared by the Administrative Representative and provided to Committee members, and administration will post the agenda on the Town's website.
- 8.2. Minutes of all meetings of the Committee shall be forwarded to Council for approval. The FCSS Committees' proceeding minutes shall be attached in the agenda package.

### 9. SELECTION OF THE CHAIR AND VICE-CHAIR

- 9.1. The FCSS Committee Chair shall be selected by the Committee at the first meeting.  
The  
Chair may be a member of Council.

### 10. ROLE OF THE CHAIR AND VICE-CHAIR

- 10.1. The role of the Chair is to:
  - ❖ Preside at the meetings of the FCSS Committee, and keep discussion on topic;
  - ❖ Provide leadership to the FCSS Committee members to encourage the committee to remain focused on its mandate as an advisory committee of Council;
  - ❖ Recognize each Member's contribution to the Committee's work;
  - ❖ Liaise with the Town's Chief Administrative Officer and the Town Council on a regular basis (if applicable); and
- 10.2. In the absence of the Chair, the committee shall appoint a member to run the meetings and act for the Chair as necessary.

### 11. ROLE OF COMMITTEE MEMBERS

# TERMS OF REFERENCE

## Family & Community Support Services (FCSS) Committee

---

11.1. The role of Committee members is to:

- ❖ Participate in the development and review of priorities for FCSS project funding in accordance with the terms of the Family and Community Support Services Act and Regulation;
- ❖ Prioritize project applications based on community needs and priorities;
- ❖ Provide recommendations for funding allocation of FCSS;
- ❖ Assist in presenting annual progress reports to Council on behalf of the FCSS Committee and Board;
- ❖ Ensure that the mandate of the FCSS Committee is being fulfilled;
- ❖ Provide the Chair with agenda items;
- ❖ Comply with the:
  - Town of Onoway's Code of Conduct;
  - Town of Onoway's Procurement Bylaw;
  - Other applicable Town Bylaws and policies;
- ❖ Notify Town Administration within 24 hours of the FCSS Committee meeting if they are unable to attend to ensure that quorum will be available for all meetings.

11.2. No individual member or the Committee as a whole has the authority to make direct representations of the Town.

### **12. PURCHASING POLICY**

12.1. The FCSS Committee has no authority to expend funds of the town. Purchases made by the FCSS Committee are in compliance with the Town's Procurement Bylaw.

### **13. INSURANCE**

13.1. The Town of Onoway's General Liability Policy and Errors and Omissions Liability Policy will extend to the Committee and its members provided that the Committee is under the control of, answerable to, or the responsibility of the Town of Onoway and Council. The applicable insurance policies extend to Committee members while in the performance of his/her duties and to those activities authorized by the Town of Onoway Administration and Council. Members must adhere to the policies and procedures of the Town of Onoway and Council, including the Terms of Reference.

13.2. Committee members are not entitled to any benefits normally provided by the Town of Onoway, including those provided by the Workplace Compensation Board of Alberta and are responsible for their own medical, disability or health insurance coverage.

### **14. EXPULSION OF A MEMBER**

14.1. The Committee may recommend to Council the expulsion of a member, or Council may remove a member for reasons as listed, but not limited to, the member being in contravention of the Municipal Government Act, the Municipal Freedom of Information and Protection of Privacy Act, the Provincial Offences Act, the Municipal Conflict of Interest Act; disrupting the work of the Committee or other legal issues.

### **15. TERMS OF REFERENCE**



## **TERMS OF REFERENCE**

### Family & Community Support Services (FCSS) Committee

---

- 15.1. Council may, at its discretion, change the Terms of Reference for this Committee at any time. Any changes proposed to these Terms of Reference by the Committee shall be recommended to Council via administration through a report to Council.
- 15.2. At the discretion or upon the mandate of the Committee being fulfilled, the Committee may be dissolved by resolution of Council.

---

(No subject)

---

From 7803057577@msg.telus.com <7803057577@msg.telus.com>

Date Wed 2/26/2025 8:05 AM

To Gino Damo <Gino@onoway.ca>

Hello my name is Juliette moore and I've lived in onoway for three years  
I continue to work five days a week so am limited in time spent as volunteer but  
am interested in becoming involved as much as I can in my community and think I  
can contribute To this FCSS committee  
Please let me know how I can apply to be on this board

You've received a Message from a TELUS  
phone.

Vous avez reçu un Message d'un téléphone  
TELUS.

If you don't hear or see the file, [download the  
Quick Time player.](#)

Si vous ne voyez ni n'entendez le fichier,  
[veuillez télécharger QuickTime.](#)



**FCSS comittee**

---

**From** Kristina Szabados <kkyaushas@gmail.com>

**Date** Wed 2/26/2025 10:52 AM

**To** Gino Damo <Gino@onoway.ca>

Hi there

I would love to join the FCSS Committee. I work with many local youth providers as well as run the local skating club and teach various First Aid courses, including youth courses out of Onoway.

Thank you,

Kristina Szabados

**FCSS Committee (new)**

---

**From** Corinne Feth <jojoatonoway@hotmail.com>

**Date** Fri 2/28/2025 11:45 AM

**To** Gino Damo <Gino@onoway.ca>

To Gino Damo,

I am writing to express my interest in being apart of the newly created Family & Community support services committee.

As you may know I am involved in many organizations in the Town of Onoway and have lived here a great part of my life.

I have myself been able to access this grant with the Committees that I have been involved in. I to understand that this group meets 3 to 4 times a year.

Look forward to hearing back from you.

Sincerely

Corinne Feth

Get [Outlook for Android](#)

**FCSS**

---

**From** Sheila Doka <sheiladoka@hotmail.com>

**Date** Wed 3/5/2025 5:04 PM

**To** Gino Damo <Gino@onoway.ca>

Hi Gino,

I am interested in bringing part of the FCSS Committee.

Thank you

Sheila Doka

Sent from my iP



## Town of Onoway Request for Decision

Meeting:	<b>Council Meeting</b>
Meeting Date:	March, 13, 2025
Presented By:	Gary Mickalyk, Public Works Manager
Title:	Capital plan 2025-2030 amendment - fleet replacement

### **BACKGROUND / PROPOSAL**

In December of 2024 Council approved the 2025-2030 capital plan. Within that plan \$20,000 was allocated for fleet replacement.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES**

Currently Public Works has a pickup truck that is in need of replacement. At the amount of \$20,000, the selection of vehicles is limited due to high mileage or worn out. An increase of \$20,000 which brings the total up to \$40,000. will expand the options that we can choose from, will be newer, and have a longer lifespan and the appropriate warranty.

### **STRATEGIC ALIGNMENT**

Sustainable Infrastructure

Financial stability

### **COSTS / SOURCE OF FUNDING**

Total: \$40,000 capital plan 2025-2030 fleet replacement.

### **RECOMMENDED ACTION**

THAT Council amend the 2025-2030 capital plan by increasing fleet replacement to \$40,000.

### **ATTACHMENTS:**

None



## Town of Onoway Request for Decision

Meeting:	<b>Council Meeting</b>
Meeting Date:	March 13, 2025
Presented By:	Jennifer Thompson
Title:	Intermunicipal Collaboration Framework – Lac Ste. Anne County

### **BACKGROUND / PROPOSAL**

Bylaw 770-20 – Intermunicipal Framework with Lac Ste. Anne County is the governing Bylaw for collaboration between the County and the Town.

Clause 4b – Term and Review states *“it is agreed by the parties that the Intermunicipal Committee shall meet at least once every five years commencing no later than 2025 to review the terms and conditions of the agreement or upon request by either party”*.

Council has now received a request from Lac Ste. Anne County to extend the renegotiation period with a completion date of **March 31, 2027**.

At the October 26, 2023 Organizational Meeting Council passed the following motion:

MOVED by Councillor Robin Murray that Council’s appointments to the Inter Municipal Development Plan Negotiating Committee be Councillor Bridgitte Coninx as representative and Councillor Sheila Pockett as alternate.

CARRIED

After consulting with the County, and as recommended by Administration, Council decided at the October 24, 2024 Organizational meeting that *the Inter Municipal Development Plan Negotiating Committee is inactive therefore it is no longer required to choose Council representatives*.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES**

With the general election in the fall of 2025, Council may wish to appoint members of Council at the next Organizational meeting and enter into negotiations early in 2026 and agree to extend the negotiation term with Lac Ste Anne County.

### **STRATEGIC ALIGNMENT**

- Good Governance
- Service Excellence

### **COSTS / SOURCE OF FUNDING**

N/A

## **RECOMMENDED ACTION**

- 1) THAT Council agree to extend negotiations of the Intermunicipal Collaboration Framework (ICF) as requested by Lac Ste Anne County for completion by March 31, 2027.
- 2) THAT council members be appointed to the Inter Municipal Development Plan Negotiating Committee at the next organizational meeting.

OR

Direction as provided by Council deliberations.

## **ATTACHMENTS**

February 14, 2025 letter from Trista Court, Lac Ste. Anne County

Bylaw 770-20 – Intermunicipal Framework between Lac Ste. Anne County and the Town of Onoway



February 14, 2025

Town of Onoway  
Box 540  
Onoway, AB T0E 1V0

Attn: Jennifer Thompson, CAO

Re: Intermunicipal Collaboration Framework (ICF):  
Lac Ste. Anne County / Town of Onoway

---

As you are aware, Lac Ste. Anne County entered into an ICF agreement with the Town of Onoway in accordance with the requirements of the *Municipal Government Act*. Municipalities were initially required to review the ICFs, at a minimum, every five (5) years after their effective date. Ministerial Order MSD: 024/23 amends the review requirement from at least every five (5) years to at least every seven (7) years, or March 31, 2027 as a final deadline.

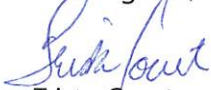
Although the Ministerial Order allows for the extension, if a renegotiation timeline is stipulated in the agreement, that timeline will supersede the Ministerial Order.

Lac Ste. Anne County Council is requesting your consideration to extend the renegotiation period with a completion date of March 31, 2027. This does not preclude the opportunity to initiate negotiations now; it simply will provide an allowance to delay the immediacy of the review. In fact, the County proposes ICF discussions begin sooner than later. Formalizing an extension through mutual agreement will ensure we are meeting legislative requirements.

With an extension, the current terms of the agreement will remain consistent until such time as a new ICF is finalized.

Please provide a written response once a decision is made.

Kind regards,



Trista Court  
General Manager of Community Engagement

**TOWN OF ONOWAY  
BYLAW NO. 770-20**

**A BYLAW FOR THE TOWN OF ONOWAY IN THE PROVINCE OF ALBERTA, FOR  
THE PURPOSE OF ADOPTING THE INTERMUNICIPAL FRAMEWORK BETWEEN  
LAC STE. ANNE COUNTY AND THE TOWN OF ONOWAY**

**WHEREAS, it is provided in and by the Municipal Government Act, being Chapter M-26,  
RSA 2000, Section 708, Part 28, Division 1 and amendments thereto, states that  
municipalities that have common boundaries must create a framework with each other:**

Lac Ste. Anne County and the Town of Onoway have worked collaboratively on the preparation of an Intermunicipal Collaboration Framework between both municipalities; and

The Town of Onoway deems it desirable and appropriate to adopt the Intermunicipal Collaboration Framework between Lac Ste. Anne County and the Town of Onoway.

**NOW THEREFORE**, be it resolved that the Council of The Town of Onoway, duly assembled, hereby enacts as follows:

1. That the attached Schedule A - " Intermunicipal Collaboration Framework between Lac Ste. Anne County and the Town of Onoway" is hereby adopted.
2. That Bylaw No. 770-20 shall come into force and effect upon the third reading by The Town of Onoway Council and shall remain in force until repealed or amended.

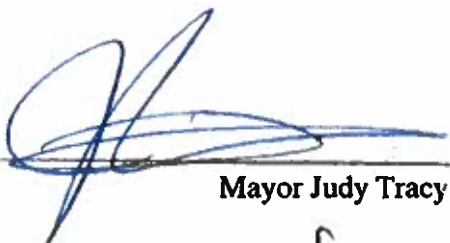
READ a first time on this 2<sup>nd</sup> day of April, 2020.


READ a second time on this 2<sup>nd</sup> day of April, 2020.

UNANIMOUS CONSENT to proceed to third reading on this 2<sup>nd</sup> day of April, 2020.

READ a third time and passed on this 2<sup>nd</sup> day of April, 2020.

SIGNED this 2<sup>nd</sup> day of April, 2020.

  
\_\_\_\_\_  
Mayor Judy Tracy

  
\_\_\_\_\_  
Wendy Wildman  
Chief Administrative Officer

**Intermunicipal Collaboration Framework Between  
Lac Ste. Anne County and the Town of Onoway  
Bylaw No. 12-2020  
Schedule A**

## Table of Contents

<b>PREAMBLE .....</b>	<b>1</b>
<b>1. PURPOSE .....</b>	<b>1</b>
<b>2. SIGNATORIES .....</b>	<b>1</b>
<b>3. DEFINITIONS .....</b>	<b>2</b>
<b>4. TERM AND REVIEW .....</b>	<b>3</b>
<b>5. INTERMUNICIPAL COMMITTEE .....</b>	<b>3</b>
<b>6. FUTURE PROJECTS, SHARED SERVICES AND AGREEMENTS .....</b>	<b>4</b>
<b>7. SERVICE AGREEMENTS .....</b>	<b>5</b>
<b>8. THE ROLE OF COUNCIL AND ADMINISTRATION.....</b>	<b>5</b>
<b>9. OVERVIEW OF MUNICIPAL SERVICES .....</b>	<b>6</b>
<b>10. EXISTING COOPERATION.....</b>	<b>8</b>
<b>11. INTERMUNICIPAL DEVELOPMENT PLAN .....</b>	<b>9</b>
<b>12. INDEMNITY .....</b>	<b>9</b>
<b>13. DISPUTE RESOLUTION .....</b>	<b>9</b>
<b>14. CORRESPONDENCE .....</b>	<b>11</b>
<b>15. AUTHORIZATIONS .....</b>	<b>11</b>
 <b>LIST OF APPENDICES</b>	
<b>APPENDIX A POTENTIAL FUTURE PROJECTS, SHARED SERVICES AND AGREEMENTS.....</b>	<b>A.1</b>
<b>SCHEDULE I EXISTING SERVICE DELIVERY AGREEMENTS .....</b>	<b>A.2</b>

## **PREAMBLE**

**WHEREAS** Lac Ste. Anne County and the Town of Onoway recognize the importance and the responsibility of each respective municipality to make decisions on behalf of their residents; and

**WHEREAS** the parties share common interests and are desirous of working together and exploring opportunities for collaborative and/or supportive service delivery to provide services to their residents and ratepayers; and

**WHEREAS** the parties are committed to the principle of mutual benefit to deliver some services within the region effectively, efficiently, and economically; and

**WHEREAS** the parties share a common border; and

**WHEREAS** the *Municipal Government Act* stipulates that municipalities that have a common boundary must create a framework, known as an "Intermunicipal Collaborative Framework". with each other that identifies the services provided by each municipality and the funding arrangements for these services;

**NOW THEREFORE**, by mutual covenant of the parties hereto, it is agreed as follows:

### **1. PURPOSE**

- a) The purpose of this Framework is to establish an Intermunicipal Committee and a collaborative process to direct intermunicipal communication and cooperation to explore and support services that have, or may have, mutual benefit.

### **2. SIGNATORIES**

- a) The signatories to this Framework are the Lac Ste. Anne County and Town of Onoway.
- b) The terms "Signatory", "Party", "Partner" and "Municipality" may be used interchangeably in this agreement.

### 3. DEFINITIONS

a) In this Agreement:

**"Capital Costs"** means expenses related to developing or obtaining infrastructure or other hard assets such as new facilities /equipment, expansions to existing facilities/equipment and intensification of use of existing facilities.

**"Chief Administrative Officer"** means the Chief Administrative Officer (CAO) for each municipal jurisdiction party to this agreement or their designate(s) thereof.

**"Committee"** means Intermunicipal Collaboration Committee as defined in Section 5 of this Agreement;

**"Framework"** or **"Agreement"** may be used interchangeably in this document and means this agreement including all Appendices and Schedules hereto.

**"Intermunicipal Development Plan"** in this agreement means the Intermunicipal Development Plan that has been developed for Lac Ste. Anne County and Town of Onoway, and any amendments thereto;

**"Intermunicipal Service Provision"** refers to municipal services provided through a shared or joint agreement with another municipality to residents and ratepayers. This includes services where a formal or an informal arrangement with another municipality is in place to access, administer or deliver a civic service or function;

**"Lead"** refers to the municipality or organization assigned to organize or administer the day-to-day operations of a specific intermunicipal initiative.

**"Municipal Service Provision"** refers to municipal services provided directly by a municipality to residents and ratepayers. This includes services where the municipality has direct control over the service contract along with the authority to directly hire contractors to perform services or address a civic function on behalf of the municipality.

**"Mutual Benefit"** means equality and respect within the relationship between the partners and agreements in which both parties gain value.

**"Service Delivery Agreement"** means a legally binding agreement such as a Contract, Agreement, or Memorandum of Understanding that outlines cost-sharing and management of new arrangements and is signed by both parties.

**"Services"** or **"In-Scope Services"** means services that both parties may consider for joint cost sharing or management and are identified in Section 5 of this Agreement.

**"Signatory", "Party", "Partner", or "Municipality"** means Town of Onoway and Lac Ste. Anne County.

**“Third-Party Service Provision”** refers to municipal services provided through an agreement with a non- municipal independent entity. This refers to those services that are offered through agencies, boards, commissions and current or former publicly owned corporations (also known as crown or government- owned corporations that manage major infrastructure and associated services) in a region;

**“Year”** means the calendar year beginning on January 1st and ending on December 31st.

## **4. TERM AND REVIEW**

### **Effective Date and Duration**

- a) In accordance with the *Municipal Government Act*, this is a permanent Agreement and shall come into force on the passing of this Intermunicipal Collaboration Framework (ICF) agreement by three readings of this Bylaw by the respective Municipalities.

### **Review**

- b) It is agreed to by the parties that the Intermunicipal Committee shall meet at least once every five (5) years commencing no later than 2025 to review the terms and conditions of the agreement, or upon request by either party.

### **Amendments**

- c) This Agreement may be amended by mutual consent of both parties unless specified otherwise in this Agreement.
- d) Amended copies of this Agreement shall come into force on the passing of motions amending the agreement by both municipalities.
- e) Amended versions to this Agreement shall supersede and replace all previous versions of this Agreement.

## **5. INTERMUNICIPAL COMMITTEE**

- a) Lac Ste. Anne County and Town of Onoway agree to allow the Committee established within the Intermunicipal Development Plan to act on issues relating to this ICF (hereinafter referred to as the Committee).
- b) The Committee will meet on an as required basis and will develop recommendations to the councils on all matters of strategic direction and cooperation affecting residents of the Municipalities.
- c) The CAOs will be advisory staff to the Committee and responsible to develop agendas and recommendations on all matters. CAOs will be responsible for forwarding all recommendations from the Committee to their respective councils.

- d) The Committee will promote a consistent and shared flow of information from intermunicipal meetings from a set of common notes that will be established. The common notes will be confidential and regarded as privileged until released by mutual consent of the chief elected officials.
- e) Parties will give 30 calendar days of a notice for a meeting. Meeting requests will be directed to the CAO for the respective municipality.
- f) "Services" or "In scope services" to be considered in this agreement for potential future joint cost sharing or management include:
  - i. Transportation;
  - ii. Water and Wastewater;
  - iii. Solid Waste;
  - iv. Emergency Services;
  - v. Recreation; and
  - vi. Other services that benefits residents.

## **6. FUTURE PROJECTS, SHARED SERVICES, AND AGREEMENTS**

- a) When either municipality seeks to pursue a new project and/or initiative with the other party, the initiating CAO or designate will notify the other CAO in writing.
- b) The initial notification will include a general description of the project, estimated costs and timing of expenditures. The receiving municipality will advise the initiating municipality if they support or object in principle to providing funding for the project and provide reasons.
- c) The Committee will meet to discuss the project within 30 days, if requested by either partner, and may schedule subsequent meetings as needed.
- d) The following criteria will be used when assessing the desirability of participating and/or funding of new projects:
  - i. The nature of the project;
  - ii. The level of community support including the demonstrated effort by volunteers to raise funds and obtain grants, if applicable;
  - iii. Relationship of a proposed capital project to the Intermunicipal Development Plan, or any other regional long-term planning document prepared by the municipalities;
  - iv. The projected operating cost for new capital projects;
  - v. Projected utilization by residents of both municipalities; and
  - vi. Municipal debt limit.
- e) The Committee will review and negotiate the terms related to the project or new shared service including the cost sharing arrangement of the project or service. The Committee will provide a recommendation for approval to the councils of the partners.



- f) In the event that the Committee or municipal councils are unable to reach an agreement within 90 days, and do not jointly agree to extend the time period, then any unresolved issues shall be dealt with through the dispute resolution process as referenced in this bylaw. If urgency is needed, the initiating municipality must note this in the initial notice, and the receiving municipality will make best efforts to accommodate a compressed timeframe.
- g) A proposed list of future service projects or initiatives to be explored by the Committee are included in Appendix A of this Agreement. This list may be updated from time to time as agreed to by the Committee.
- g) The Municipalities recognize that the decision to participate in, or not participate in, a project ultimately lies with the respective municipal councils, who in turn must rely on the support of the electorate to support the project and any borrowing that could be required.

## **7. SERVICE AGREEMENTS**

- a) Any change to the shared services provided by the municipalities will include a schedule for implementation of the change. This will include the following:
  - i. The start date that the change will take effect.
  - ii. A plan to phase out the existing service delivery and to initiate the new service delivery methods.
  - iii. A plan for the phasing in or out of cost sharing, or other arrangements.
  - iv. A review date to evaluate the efficiency of the shared service delivery and funding strategy.
- b) Where the Committee desires a joint cost sharing or management agreement, a service agreement shall be developed on that specific item.
- c) When developing service agreements, the Committee shall:
  - i. Clearly identify which municipality will lead service delivery for the service(s).
  - ii. Determine the appropriate funding for the service(s) discussed.
  - iii. Set out a time frame for the delivery of the service(s) discussed including the start and end date of the service delivery.
  - iv. Set out a process for discontinuing the service provided if one or both municipalities wish to discontinue in the service delivery.

## **8. THE ROLE OF COUNCIL AND ADMINISTRATION**

- a) Each council retains the ability and responsibility to make decisions on behalf of their residents. By signing on to the Framework each council is affirming a commitment to increased collaboration, cooperation, and to provide direction to their administration and the public for the importance of increased communication at all levels of the organization.
- b) Administration, through the direction of the CAO, will be the mechanism through which the Framework is formalized, maintained, delivered, and made durable.

- i. Administration will be responsible to ensure the requirements of the Framework are carried out operationally and can initiate communication on an as needed basis.
- ii. Municipal counterparts will work together to address issues that arise within the scope of their authority and mandate and be accountable for informing the appropriate levels of authority about matters that require attention for the mutual benefit of the municipalities.

## 9. OVERVIEW OF MUNICIPAL SERVICES

- a) Lac Ste. Anne County and Town of Onoway have both reviewed the services offered to residents.
- b) Based on the review it has been determined that each party desires to continue to provide services through the various arrangements that are in place independently, with their respective municipal partners and third-party bodies.
- c) The following listing indicates which services are provided independently by each municipality, intermunicipally or via a third-party provider to residents and ratepayers in each municipal jurisdiction, (as of the date of Bylaw adoption).

**“Municipal Service Provision”** refers to municipal services provided directly by a municipality to residents and ratepayers. This includes services where the municipality has direct control over the service contract along with the authority to directly hire contractors to perform services or address a civic function on behalf of the municipality.

**“Intermunicipal Service Provision”** refers to municipal services provided through a shared or joint agreement with another municipality to residents and ratepayers. This includes services where a formal or an informal arrangement with another municipality is in place to access, administer or deliver a civic service or function.

**“Third-Party Service Provision”** refers to municipal services provided through an agreement with a non- municipal independent entity. This refers to those services that are offered through agencies, boards, commissions and current or former publicly-owned corporations (also known as crown or government- owned corporations that manage major infrastructure and associated services) in a region.

### Service Provision in Lac Ste. Anne County

ICF Category	Municipal	Intermunicipal Service Provisions	Intermunicipal between County and Town	Third-Party Service Providers
<b>Transportation</b>	1. Road Maintenance, Snow Plowing, Graveling	1. Transit (East End Bus)		1. Road Maintenance, Snow Plowing, Graveling
<b>Water/Wastewater</b>	1. Water 2. Wastewater 3. Bulk Water Sales	1. Water		1. Water 2. Wastewater 3. Bulk Water Sales

ICF Category	Municipal	Intermunicipal Service Providers	Intermunicipal between County and Town	Third-Party Service Providers
<b>Sold Waste</b>	<ol style="list-style-type: none"> <li>1. Solid Waste</li> <li>2. Collection</li> <li>3. Recycling</li> <li>4. Transfer Stations</li> </ol>	<ol style="list-style-type: none"> <li>1. Recycling</li> <li>2. Transfer Stations</li> </ol>	<ol style="list-style-type: none"> <li>1. Transfer Station</li> </ol>	<ol style="list-style-type: none"> <li>1. Landfill</li> <li>2. Recycling</li> <li>3. Solid Waste</li> </ol>
<b>Emergency Services</b>	<ol style="list-style-type: none"> <li>1. Fire</li> <li>2. Emergency Management</li> </ol>	<ol style="list-style-type: none"> <li>1. Fire</li> <li>2. Mutual Aid</li> <li>3. Emergency Response Plan</li> <li>4. Disaster Services</li> </ol>	<ol style="list-style-type: none"> <li>1. Mutual Aid</li> </ol>	<ol style="list-style-type: none"> <li>1. Police</li> <li>2. Ambulance</li> </ol>
<b>Recreation</b>	<ol style="list-style-type: none"> <li>1. Park/Playground Sites</li> <li>2. Boat Launches</li> <li>3. Campgrounds</li> <li>4. County Arenas</li> <li>5. Trails</li> <li>6. Halls</li> <li>7. FCSS</li> <li>8. Early Years Education</li> </ol>	<ol style="list-style-type: none"> <li>1. Programs</li> <li>2. Administration</li> <li>3. Cultural</li> <li>4. Community Program Libraries</li> <li>5. Sports League</li> <li>6. Early Years education</li> </ol>	<ol style="list-style-type: none"> <li>1. Athletic Fields</li> <li>2. Library</li> </ol>	<ol style="list-style-type: none"> <li>1. YRL</li> <li>2. Arenas</li> <li>3. Community Halls</li> </ol>
<b>Other Services that Benefit Residents</b>	<ol style="list-style-type: none"> <li>1. Bylaw Enforcement</li> <li>2. Engineering</li> <li>3. Family &amp; Community Support Services</li> <li>4. Tax Assessment</li> <li>5. General Purchasing &amp; Procurement</li> <li>6. Communication &amp; Public Engagement</li> <li>7. Asset Management</li> <li>8. Pest Control</li> <li>9. Rural Roadside Mowing</li> <li>10. Rental Equipment</li> <li>11. Economic Development</li> <li>12. Planning and Development</li> <li>13. GIS</li> </ol>	<ol style="list-style-type: none"> <li>1. Weed Control</li> <li>2. Family &amp; Community Support Services</li> <li>3. Assessment Review Board</li> <li>4. Subdivision and Development Appeal Board</li> <li>5. Public Works</li> <li>6. Onoway Medical Clinic</li> <li>7. Economic Development</li> <li>8. Broadband</li> </ol>	<ol style="list-style-type: none"> <li>1. By law Enforcement</li> <li>2. Assessment Review Board</li> <li>3. Economic Development</li> <li>4. Family &amp; Community Support Services</li> <li>5. Onoway Medical Clinic</li> <li>6. Broadband</li> </ol>	<ol style="list-style-type: none"> <li>1. Lac Ste. Anne Foundation</li> <li>2. Airport</li> <li>3. Safety Code Permits</li> </ol>

## Service Provision in Town of Onoway

ICF Category	Municipal	Intermunicipal Service Providers	Intermunicipal between County and Town	Third-Party Service Providers
<b>Transportation</b>	1. Road Maintenance, Snow Plowing, Graveling	1. Transit (East End Bus)		
<b>Water/Wastewater</b>	1. Water 2. Wastewater 3. Bulk Water Sales	1. Water 2. Bulk water		1. Wastewater
<b>Solid Waste</b>	1. Solid Waste Collection 2. Recycling	1. Waste Commission		1. Garbage Collection 2. Recycling
<b>Emergency Services</b>	1. Fire 2. Emergency Management		1. Mutual Aid Fire 2. Mutual Aid Emergency Management	1. Police 2. Ambulance 3. Fire 4. Emergency Management
<b>Recreation</b>	1. Athletic Fields 2. Trails 3. Park/Playgrounds 4. Community Hall 5. Programs 6. Cultural 7. FCSS 8. Library 9. Dog Park 10. Skateboard Park		1. Programs 2. Athletic Fields 3. Library	1. YRL 2. Athletic Fields 3. Arenas/outdoor rink 4. Curling Rink 5. Fitness Gym
<b>Other Services that Benefit Residents</b>	1. Economic Development 2. Family & Community Support Services 3. Communication & Public Engagement	1. Family & Community Support Services 2. Administration. 3. Assessment Review Board 4. Communication & Public Engagement	1. Economic Development 2. Assessment Review Board 3. By law Enforcement 4. Onoway Medical Clinic 5. Broadband	1. Lac Ste. Anne Foundation 2. Electricity 3. Planning and Development 4. Broadband 5. Safety Code Permits 6. Weed Control

## 10. EXISTING COOPERATION

- a) Lac Ste. Anne County and Town of Onoway have agreements in place or are finalizing agreements to provide the following services to residents and ratepayers (as of the date of ratification of this ICF):
- i. **Recreation:** Lac Ste. Anne County and Town of Onoway will have an agreement in place no later than December 31, 2020 outlining the County's financial support to the Town of Onoway and local service providers.
  - ii. **Emergency Services:** Lac Ste. Anne County and Town of Onoway have a mutual aid agreement in place for emergency services.
  - iii. **Transportation:** Lac Ste. Anne County and Town of Onoway have an agreement in

place where Onoway will contribute to the road upgrades on Township Road 554.

- v. **Enforcement:** Lac Ste. Anne County and Town of Onoway have an agreement in place whereby the County provides the Town with Community Peace Officer and Bylaw Enforcement Services.
  - vi. **Other:** Lac Ste. Anne County and Town of Onoway have an agreement in place whereby the County provides a Regional Assessment Review Board at a fee for service to Town of Onoway.
  - vii. **Other:** Lac Ste. Anne County and Town of Onoway may have an agreement in place for transfer station service for Town of Onoway by Lac Ste. Anne County.
- b) Where any of the above agreements have lapsed, the Committee may desire to review, reconsider and renew agreements on similar or amended terms – or terminate the mutual service.

## 11. INTERMUNICIPAL DEVELOPMENT PLAN

- a) The Municipalities have adopted an Intermunicipal Development Plan, by bylaw, in accordance with the MGA.
- b) The Intermunicipal Development Plan will be reviewed as required by the IDP, at the request of one or both of the Municipalities, or in conjunction with the review of the ICF.

## 12. INDEMNITY

- a) Town of Onoway shall indemnify and hold harmless Lac Ste. Anne County, its employees and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of Town of Onoway, its employees or agents in the performance of this Agreement.
- b) Lac Ste. Anne County shall indemnify and hold harmless Town of Onoway, its employees and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act or omission of Lac Ste. Anne County, its employees or agents in the performance of this Agreement.

## 13. DISPUTE RESOLUTION

- a) Town of Onoway and Lac Ste. Anne County agree that it is important to avoid any dispute by ensuring that the intent of the Framework is followed; and if there are any disagreements as to the interpretation and application of this Framework; or any agreements hereto that do not have a dispute resolution mechanism specified within them; the following binding dispute resolution mechanism, will be implemented.

As agreements are renegotiated over time, it is the intent that all agreements which are contained within the Framework will follow this dispute resolution process.

To satisfy this requirement and to ensure that the principles of fairness and due process are respected, a dispute or disagreement resolution process consisting of seven stages has been established.

- b) If there is a disagreement regarding matters outlined in the Framework, they shall be addressed and resolved at any of the stages of the dispute resolution process outlined as follows:

## **DISPUTE RESOLUTION**

- 1) The Parties commit to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
- 2) Both parties shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
- 3) Any dispute arising out of the interpretation, implementation of this Framework or any contravention or alleged contravention of this Framework will firstly be addressed by the administrations of both Parties. Where a dispute cannot be resolved to the satisfaction of both Parties after thirty (30) calendar days, the dispute will be referred to the Chief Administrative Officers of both Parties.
- 4) Where dispute cannot be resolved to the satisfaction of both Chief Administrative Officers after thirty (30) calendar days, the dispute will be referred to the Intermunicipal Committee.
- 5) Where a dispute cannot be resolved to the satisfaction of the Intermunicipal Committee after thirty (30) calendar days, the dispute will be referred to the Councils of both parties, unless the Committee agrees to extend this timeframe.
- 6) Where a dispute cannot be resolved to the satisfaction of the Councils of both parties, the Parties may seek the assistance of a mediator acceptable to both parties. The costs of mediation shall be shared equally between the parties.
- 7) In the event that a dispute cannot be resolved through the above noted provisions, the arbitration processes contained in Part 17.2 of the *Municipal Government Act* shall apply whether or not one year has passed after the Parties started the dispute resolution process in this Framework.

## 14. CORRESPONDENCE

a) Written notice under this Agreement shall be addressed as follows:

i. In the case of Lac Ste. Anne County to:

**Lac Ste. Anne County**  
**Box 219**  
**Sangudo, AB T0E2A0**

Attention: Chief Administrative Officer

ii. In the case of Town of Onoway to:

**Town of Onoway**  
**4812 51 Street**  
**Box 540**  
**Onoway, AB T0E1V0**


Attention: Chief Administrative Officer

## 15. AUTHORIZATIONS

Signed and dated on:

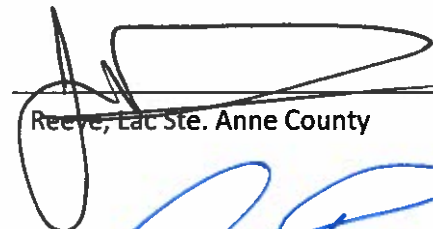


\_\_\_\_\_  
Mayor, Town of Onoway

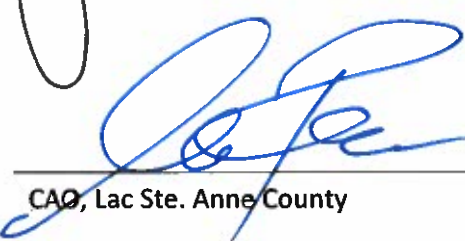


\_\_\_\_\_  
CAO, Town of Onoway

April 3, 2020  
Date



\_\_\_\_\_  
Reeve, Lac Ste. Anne County



\_\_\_\_\_  
CAO, Lac Ste. Anne County

June 23, 2020  
Date

## **Appendix A POTENTIAL FUTURE PROJECTS, SHARED SERVICES, OR AGREEMENTS**

1. The Municipalities have identified that the following items will be explored in further detail after the adoption of this Intermunicipal Collaboration Framework:
  - a) Regional Safety Codes Inspection and Permitting;
  - b) Regional Broadband;
  - c) Economic Development;
  - d) Onoway Medical Clinic
  - e) In-kind contributions



## SCHEDULE I - EXISTING SERVICE DELIVERY AGREEMENTS

The Municipalities have worked collaboratively in the past with the following agreements in place to serve residents of both municipalities:

Service Category	Year	Name of Agreement	File Number	Lead Municipality	Funding Arrangement
<b>Recreation and Other Services</b>	2020	Recreation Agreement TBD		Both	
<b>Other Services</b>	2011	Assessment Review Board Services Agreement		Lac Ste. Anne County	Fee for Service
<b>Other Services</b>	2019	Enforcement Services Agreement		Lac Ste Anne	Fee for Service
<b>Emergency</b>	2016	Mutual Aid Fire Agreement		Dependent on Emergency	Fee for Service
<b>Transportation</b>	2018	Township Road 544		Lac Ste Anne County	Municipal Contribution
<b>Emergency</b>	2020	Emergency Management Mutual Aid		Dependent on Emergency	Fee for Service

As new agreements are negotiated, they will be added to this list.



## Town of Onoway Request for Decision

Meeting:	<b>Council Meeting</b>
Meeting Date:	March 13, 2025
Presented By:	Jennifer Thompson, CAO
Title:	Non-Residential Tax Incentive Program Application

### **BACKGROUND / PROPOSAL**

Council approve Bylaw 823-25 Non-Residential Development Incentive Bylaw at the Regular Meeting of February 13, 2025.

This program is able to assist the Town of Onoway in leveraging the amenities Onoway has to offer and friendly competition with regional urban centers.

This program is only available to the increase in assessed value of expanding or new business in the Town of Onoway. It does not reduce current tax base. The increase in assessment will not be subject to the municipal portion only of taxes based on the new assessment. Depending on the value of new assessment, the property will be exempt a portion of taxes.

	New or Increased Assessment Value	
	\$50,000-\$1,000,000	Over \$1,000,000
	Exemption Level	
Year 1	75%	100%
Year 2	50%	75%
Year 3	25%	50%

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES**

The application for the Non-residential tax incentive program is complete. All applicable information has been submitted.

As this is a new venture, the required development permit is in process, the safety code permits have not been needed, to date. The request for Council approval is conditional on the criteria of Bylaw 823/25 being met.

There are two phases to this development. The non-residential tax incentive will be applied to phase 2, as the program can only be used once on a property during the tax exemption period (2025-2035). The calculation of the exemption and exemption period will not be confirmed until the project is complete, the development is inspected and approved, and the property is assessed for taxation.

The first phase is retrofitting the existing building and landscaping. Phase 2 will be a new building behind the existing building. The increase in the assessed value is unknown at this time, however the investment is significant.

SECTION 3 (Bylaw 823/25)	COMPLIANCE
The Project shall meet one of the following:	
Construction of a new non-residential development with an assessed value at or above \$250,000; or	
Expansion or refurbishment of an existing non-residential development that will result in an increase of assessment value of \$50,000 or more.	YES
The development must be of a permanent nature.	YES
The development shall conform to the Town's Land Use Bylaw, as amended, and all other applicable provincial legislation.	In process
All necessary development and building permits required by the Town must be in place and in good standing.	To be completed
The applicant shall not have any compliance issues, be in violation of a development permit and/or agreement or be in violation of the Safety Codes Act at any time from the time of application to the end of the exemption period.	To be completed
The property shall not be eligible for any other tax credit or exemption offered by the Town or granted under the MGA.	Not eligible.
The applicant shall not be in the process of foreclosure, bankruptcy, or receivership.	NONE.
The applicant shall not be in arrears or have amounts owing to the town relating to property taxes, utilities or any other fees and charges.	NONE.

This is the first step in the Non-residential Tax Incentive Program, final approval by Council are not completed until the final assessment is received from the assessor.

**STRATEGIC ALIGNMENT**  
 Economic & Business Growth  
 Good governance.

**COSTS / SOURCE OF FUNDING**

NONE.

**RECOMMENDED ACTION**

THAT Council CONDITIONALLY APPROVE the non-residential development incentive for Phase 2 of the development at Lot 5 & 6, Block 2, Plan 7822095 pending all terms and conditions of Bylaw 823/25 Non-Residential Development Incentive Bylaw are met.

Or

Direction provided after deliberations.

**ATTACHMENTS**

NONE.



## Town of Onoway Request for Decision

Meeting:	<b>Council Meeting</b>
Meeting Date:	March 13, 2025
Presented By:	Jennifer Thompson, CAO
Title:	Asset Retirement Obligations Report

### **BACKGROUND / PROPOSAL**

The 2023 Financial Statement was a qualified opinion, which was due to the non-compliance of Asset Retirement Obligations (ARO). This was a financial burden in 2023 as it was unbudgeted and required a qualified individual to help ascertain the liability of town owned assets. This was budgeted in operational costs in 2024 and completed early in 2025. The Asset Retirement Obligation liability is being presented to Council for review and approval.

Attached for information is the Municipal Affairs Fact Sheet on ARO's that generally explains the requirement and activities relating to ARO's.

### **What is PS 3280 in Canada?**

PS 3280 is a new accounting standard regarding Asset Retirement Obligations (ARO). Public sector entities reporting under Canadian public sector accounting standard (PSAS), including all Canadian municipalities, must implement this new standard starting for fiscal years beginning on or after April 1, 2022.

Previously, municipalities did not recognize common asset retirement obligations, such as the obligation to retire an underground fuel storage tank or a building with asbestos. Now, municipalities are required to recognize these obligations where there is a legal obligation associated with the retirement of the tangible capital asset.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES**

Recognizing the cost of remediation of asbestos when assets are retired has a significant financial impact on the financial statement. Recording the liability of asbestos remediation showing that the Town of Onoway has a large liability for remediation.

Associated Engineering worked with staff to provide a fair value on today's dollars for remediation of asbestos. The largest liability is in building assets. This is a 2024 budgeted project that was completed early in 2025. There were a few cost overruns due to the intricacies of assets and sourcing information that were unbudgeted for but will be covered in the 2025 budget.

The liability in 2024 dollars are:

**Table 7-1: Total aro Opinion of Probable Costs for Buildings (2024)**

Asset Class (Buildings)	ARO Opinion of Probable Cost (CAD)
Public Works Shop	\$201,800
Sewage Lift Station	\$42,400
Water Treatment Plant	\$261,900
Onoway Community Hall	\$423,300
Fire Hall	\$187,800
Town Administration Office	\$256,000
Subtotal	\$1,373,200

**Table 7-2: Total ARO Opinion of Probable Costs for Underground Utilities**

Asset (Underground)	ARO Opinion of Probable Cost (CAD)
150 mm pipe @ 3471 metres	\$416,550
200 mm pipe @ 1325 metres	\$185,600
250 mm pipe @ 2600 metres	\$390,000
Subtotal	\$992,150

**Table 7-3: Total ARO Opinion of Probable Cost**

Asset Class	ARO Opinion of Probable Cost (CAD)
Buildings	\$1,373,200
Underground Utilities	\$992,150
Total	\$2,365,350

While the total of \$2.365 Million is the value in today dollars, these number will be adjusted if the useful life is not expired. These liabilities will not be incurred until the Town removes the asset from useful life and would clean up (remove) the asset. Annually there will be adjustments to the liability due to inflationary costs of remediation.

A good example of this is the damage to the fire hall in November 2023. While this was an insurance claim, the cost of remediation was significantly higher due to asbestos remediation. There was no recognized liability for remediation. Going forward, there will be an amount for this liability however it is not funded.

Administration is working with the auditor to finalize numbers that will be recorded on the financial statement and provide additional information to Council when 2024 Audited Financial Statements are presented.

**STRATEGIC ALIGNMENT**

Fiscal Responsibility  
Good governance.

**COSTS / SOURCE OF FUNDING**

2024 Operating Expenses of \$10,000

**RECOMMENDED ACTION**

THAT Council accept the 2024 Asset Retirement Obligation Memo from Associated Engineering as presented AND THAT the Town of Onoway recognize the financial liability to be in compliance with PSAB3280 Asset Retirement Obligations (ARO's) .



<b>To:</b>	Jennifer Thompson	<b>Date:</b>	January 29, 2025
<b>From:</b>	Danielle Nyarko, E.I.T, and Judy Yu, P.Eng., PMP	<b>Reference/Project No.:</b>	2024-3999-00
<b>Project:</b>	Asset Retirement Obligation Report	<b>Page:</b>	1 of 9
<b>Subject:</b>	2024 Asset Retirement Obligation Memo		

At the request of the Town of Onoway, Associated Engineering (Associated) has prepared the following content to support the Town's reporting on Asset Retirement Obligations for 2024. This content is written from the Town's perspective and may require additional updates or revisions to meet the needs of the intended audience(s). It is recommended that this content be integrated into a formal Town report, complete with a cover page and appropriate appendices, to effectively present the information gathered during the assessment. This will aid in supporting future assessments of Asset Retirement Obligations.

**1 PURPOSE**

The purpose of this memorandum is to outline the results of the "Asset Retirement Obligations" (AROs) assessment for the Town of Onoway's buildings and underground utilities in 2024. This evaluation includes an estimate of the probable costs associated with managing hazardous building materials for in-scope AROs for the assets considered. To facilitate this determination, we have enlisted the expertise of Associated Engineering's Alberta-based professionals. They have provided guidance on methodology development, validated ARO costs, conducted calculations for the AROs of underground pipes, and offered advisory support services.

The unit rates and totals in this are based on a desktop evaluation, providing an estimate of probable costs for the removal and disposal of hazardous materials. These figures are based on various but pertinent data sources and assumptions. No physical tests were performed during this assessment; however, visual inspections by Town resources were carried out on the buildings in question to help identify potential Asset Retirement Obligations (AROs) and their extent.

As per the definition of ARO reporting obligations by the Alberta Treasury Board and Finance (March 2022), the PS 3280 standard establishes the following requirements:

- B.1 Applies to all public sector entities (except government business enterprises for the purposes of the policy) that are included in the government reporting entity (GRE) for the Province of Alberta.*
- B.2 The public sector entity's Tangible Capital Asset (TCA) accounting policy should be used in conjunction with this guidance.*
- B.3 For AROs, the objective is to measure the obligation at each reporting date until the obligation is fulfilled. It reflects the amount that the public sector entity would require to settle the obligation as of the reporting date.*
- B.4 PS 3280 does not include prescriptive guidance on the appropriate technique to use to measure the ARO liability.*
- B.4.1 - As a result, professional judgment will be required to determine the measurement technique that is most appropriate in each circumstance. For instance, an entity may apply the present value technique to estimate the ARO liability of some individual assets and apply a cost escalation technique for other individual assets.*







Memo To: Jennifer Thompson

January 29, 2025

- 2 -

The values presented are in 2024 Canadian dollars (CAD) for in-scope assets determined via the methodology defined in this memo.

We acknowledge that the AROs identified for any given asset do not eliminate the need for future testing by qualified professionals. Test results might uncover additional costs related to contaminant abatement, and the Town is committed to updating these values annually as required. We are also aware that changes in the asset portfolio, such as improvements, new findings from studies or investigations, or the availability of more accurate asset data, can affect our ARO estimates. These changes will be integrated into future assessments as they become known.

## **2 HAZARDOUS MATERIALS CONSIDERED**

This evaluation covers two major asset classes: buildings and underground utilities (water, wastewater, stormwater). Our focus includes the management of asbestos in building materials and lead paint (both interior and exterior), along with the removal and handling of these hazardous materials. For this evaluation, we have used specific historical years when the use of asbestos and lead paint was significantly limited or prohibited to determine which building assets are in-scope.

Timeline of Hazardous Material Bans in Building Materials in Canada:

### **Asbestos**

- Between 1982 to 1990 asbestos-containing materials including insulation on pipes and mechanical equipment, in ceiling sprays and tiles, wall paints, drywall plaster, vinyl flooring, window caulks and window putty, building insulation, roofing shingles, sealants, and flooring products.

### **Lead Paint**

- Between 1976 to 1991 lead paint and coatings reduced to 600 ppm as a joint effort between Health Canada and the Canadian Paint and Coatings Association (CPCA). According to Health Canada “all post-1992” consumer paint produced in Canada or the US for indoor use is virtually lead-free. The CPCA recommended that the Canadian paint industry voluntarily stop using any lead compounds in consumer paints by the end of 1990. This also applies to exterior lead paints which were predominantly used between 1960-1990.

Asbestos bans are also relevant where underground utilities are concerned. While there were no specific nationwide legislated reductions in the use of lead pipes, there is more awareness of this issue by the Alberta government, and this will be monitored for specific requirements moving forward.

## **3 ARO METHODOLOGY**

The following four step approach was used to identify in-scope assets and determine the respective ARO. These steps were iterated through a series of information-gathering exercises and ARO team meetings to determine how to appropriately apply the asset data available or fill gaps as needed.

Memo To: Jennifer Thompson

January 29, 2025

- 3 -

### **Step 1 – Determine 2024 Asset Inventory**

This process involved identifying all available information sources within the Town to compile and collate a comprehensive inventory of buildings and underground utilities. Key asset attributes such as building names, geospatial locations, square footage, year of construction, current use, condition, and any improvements (betterments) were gathered. To validate the asset locations, building footprints, and rooftop materials, third-party resources like Google Earth and Google Maps were utilized.

### **Step 2 – Determine In-Scope Assets for ARO**

The determination of which buildings were in-scope for this evaluation was based on their year of construction. Specifically, for potential asbestos materials, the focus was on buildings constructed on or before 1990. The scope was further refined by analyzing Town reports, schedules of betterments, records, and the extent of modifications made to these structures. Buildings identified as in-scope were then scheduled for visual assessments by Town staff. These assessments aimed to identify possible asbestos-containing materials, with observations recorded using a template that noted the location, type of material, and the extent of the affected area.

In-scope determination for underground utilities including water, stormwater, and wastewater assets was reliant on past studies completed on underground utilities.

The Town's Water and Wastewater Master Plan Update (Associated, 2011) and Stormwater Management Audit (Associated, 2010) were referenced throughout this step. The findings from the visual assessments are detailed in **Appendix A**.

### **Step 3 - Identify and Close Asset Data Gaps**

In-scope building asset attributes, including construction dates, total square footage or length, geospatial location, current use, and construction materials were compiled. Depending on the betterment schedule/dates and details of the work completed on buildings, AROs for specific areas, such as roofing or exterior finishes could be eliminated.

The Town then undertook visual assessments, documented the possible asbestos and lead materials, and captured photos and measurements as reference. This activity occurred through a couple of weeks until all in-scope buildings had been visually assessed by the same staff. A summary was developed for each building assessment to support future ARO updates. Using an online form template provided by Associated, providing consistency for each assessment and a similar level of detail sufficient for downstream ARO calculations. Associated supported this activity by answering questions about the materials encountered and whether they were relevant to AROs.

In the case of underground utilities, visual assessments could not be affordably conducted, and in this case, we relied on past studies. These documents contain the quantities, pipe size and pipe material type for the Town's water, wastewater and stormwater systems. The same resources were used help to develop reasonable assumptions for AROs.

Memo To: Jennifer Thompson

January 29, 2025

- 4 -

#### Step 4 – Determine ARO

Visual assessment reports identifying potential asbestos and lead materials and areas for abatement were integrated into a master dataset for the 2024 Asset Retirement Obligations (AROs). From these assessments, specific abatement unit rates were established, applied to the relevant contaminants, and an estimate of probable costs was produced. To determine these unit rates for asbestos removal and disposal, Associated utilized rates from local contractors, covering aspects like labour, materials, equipment, machinery, trucks, and fuel. These rates were then benchmarked against Associated's averaged prices, derived from RSMMeans software, local contractors in the Edmonton capital region, and projects dealing with asbestos and lead abatement. A suitable average was then calculated and adjusted to reflect 2024 dollar values. Associated specified that Class 3 or equivalent Class 2 landfills would be used for the disposal of these materials.

A comparable methodology was employed for the in-scope underground utilities, where the Town will adopt the removal and disposal rates as provided by Associated.

**Section 4** details the data sources, outlines the data collected or used, and discusses the assumptions made to address any gaps in information.

## 4 DATA SOURCES AND ASSUMPTIONS

Specific data sources used in the ARO determination for the 2024 buildings and underground utilities are as follows:

To confirm the asset inventory of buildings and determine the location and presence of asbestos we used:

- **Water and Wastewater Master Plan Update (2011):** Report and AutoCAD files provided water and wastewater pipe size, material type and quantities
- **Stormwater Management Audit (2010):** Report and AutoCAD files provided water and wastewater pipe size, material type and quantities
- **Community Hall Property Assessment Report (2020):** Condition Assessment of the Town's Community Hall.
- **Construction Drawings (Years of Construction):** One of the water treatment plant and other for the Administration Building.
- **Fire Hall Abatement (2024):** Documentation and photos from the emergency abatement work completed on one of the walls.
- **Visual Assessments (2024):** Identifies the possible presence of asbestos in interior and exterior materials, location, type and area of coverage for buildings constructed on or prior to 1990.

### 4.1 Assumptions

- **Compliance with Hazardous Materials Legislation:** It is assumed that hazardous building materials were not used after the legislation dates on bans. This assumption does not consider contractors or suppliers that may have retained and used stock prior to bans.



Memo To: Jennifer Thompson

January 29, 2025

- 5 -

- **Renovations and Hazardous Materials:** In the case of renovations or renewal on a part of an in-scope building, it is assumed that any hazardous materials within the renovated area were removed or appropriately addressed at the time of the renovation.
- For the purposes of the ARO determination, existing pipes with asbestos will not be assumed abandoned in place at retirement, although this option may be available.
- **Local contractors and Associated Engineering ARO unit rates include:**
  - Removal and disposal are combined for construction materials bearing the same contaminant within the same building.
  - Does not include remediation and reclamation of soil due to contamination as per PSAB 3260.
  - Buildings that are in-scope are fully retired, decommissioned and disposed of.
  - Disposal of waste uses bulk transport.
  - Class 3 landfill for disposal or equivalent Class 2 that accepts hazardous materials.
- The ARO cost estimate for AC pipes is the delta (cost difference) between the hazardous and non-hazardous materials retirement of the asset and includes the labour, machines, materials, fuel and dumping fees at a Class 3 or equivalent Class 2 landfill site.
- Non-hazardous materials ARO is not included in the opinion of probable cost. Other costs such as repaving, seeding, or landscaping are also excluded.
- **Data Accuracy:** It is assumed that data received or information from staff testimonials from the Town were accurate and truthful.
- **ARO Calculations:**
  - **For Buildings/Removal Cost:**
    - Rates for removal and disposal are combined construction materials bearing the same contaminant within the same building.
    - Local cost data are used where available.
    - Disposal of waste uses bulk transport.
    - Buildings that are in-scope are assumed to be fully retired, decommissioned and disposed for the purpose of the ARO calculation.
    - Does not include remediation and reclamation of soil due to contamination as per PSAB 3260.
    - Pipe sizes in buildings do not exceed 100 mm.
    - Interior lead paint removal excludes ceiling and floors.
    - The presence of asbestos in interior walls, specifically cinder block construction, is influenced by construction decisions. Assumptions in this evaluation follow a balanced, 'need'-driven approach, assuming asbestos for safety requirements like fire resistance. Exterior cinder block walls are considered relevant to ARO, while asbestos presence in interior walls is deemed less likely.

Memo To: Jennifer Thompson  
January 29, 2025  
- 6 -

- **For Disposal Cost:**
  - Asbestos waste will be disposed of at a Class 2 landfill at Ryley, AB.
  - Disposals fees include \$300 for bin fee, \$3/day bin rental for 10 days, Truck round trip of \$800, and disposal tipping fee of \$350/tonne. Disposal costs have been projected over the different unit weights for different type of material.
- **For Underground Infrastructure (Water, Sanitary):**
  - The ARO cost for removal of AC pipes is based on the difference between removing AC pipe and removing non-AC pipe materials on previously completed projects.
  - The primary source of AC pipe is extracted from previous studies.

## 5 BUILDINGS

Table 5-1 provides a list of buildings included in the 2024 ARO by the Town and the reasoning behind their inclusion.

**Table 5-1: Buildings Included and Excluded for ARO 2024**

Asset Name	Location	Year of Construction	Criteria Rationale
Public Works Shop	5104 41 St, Onoway, AB T0E 1V0	1974	Year of Construction
Sewage Lift Station	53.710005, (Lat) 114.176105 (Long)	1979	Year of Construction
Water Treatment Plant	54568 Range Rd 22, Onoway, AB T0E 1V0	1980	Year of Construction
Onoway Community Hall	4920 49 Ave, Onoway, AB T0E 1V0	1967	Year of Construction
Fire Hall	4812 51 St, Onoway, AB T0E 1V0	1959	Year of Construction
Town Administration Office	4812 51 St, Onoway, AB T0E 1V0	1984	Year of Construction

## 6 UNDERGROUND UTILITIES

Table 6-1 below summarizes watermain and sanitary AC pipes. There is a 250 mm PE sanitary feedermain that connects the Town’s wastewater distributions system to the abandoned lagoon. This pipe was included in the ARO calculations.



Memo To: Jennifer Thompson  
January 29, 2025  
- 7 -

**Table 6-1: Summary of Asbestos Cement Pipes**

AC Watermain Pipes		Sanitary Pipes	
Pipe Diameter (mm)	Length (m)	Pipe Diameter (mm)	Length (m)
-	-	-	-
75	-	75	-
100	-	100	-
150	3471	150	-
200	1325	200	-
250	-	250	2600
300	-	300	-
350	-	350	-
400	-	400	-
<b>Total</b>	<b>4796</b>	<b>Total</b>	<b>2600</b>

Note: There was no stormwater utilities identified that contained asbestos.

**7 2024 ARO OPINION OF PROBABLE COSTS**

Tables 7-1 and 7-2 summarize the ARO opinion of probable costs for buildings and underground utilities. Table 7-3 provides the total ARO for 2024.

**Table 7-1: Total aro Opinion of Probable Costs for Buildings (2024)**

Asset Class (Buildings)	ARO Opinion of Probable Cost (CAD)
Public Works Shop	\$201,800
Sewage Lift Station	\$42,400
Water Treatment Plant	\$261,900
Onway Community Hall	\$423,300
Fire Hall	\$187,800
Town Administration Office	\$256,000
<b>Subtotal</b>	<b>\$1,373,200</b>



Memo To: Jennifer Thompson  
January 29, 2025  
- 8 -

**Table 7-2: Total ARO Opinion of Probable Costs for Underground Utilities**

Asset (Underground)	ARO Opinion of Probable Cost (CAD)
150 mm pipe @ 3471 metres	\$416,550
200 mm pipe @ 1325 metres	\$185,600
250 mm pipe @ 2600 metres	\$390,000
<b>Subtotal</b>	<b>\$992,150</b>

**Table 7-3: Total ARO Opinion of Probable Cost**

Asset Class	ARO Opinion of Probable Cost (CAD)
Buildings	\$1,373,200
Underground Utilities	\$992,150
<b>Total</b>	<b>\$2,365,350</b>

## 8 CLOSURE

The ARO values estimated in this report pertain exclusively to the portfolios of buildings and underground utilities. Other asset classes like roadways, bridges and the lagoon were not included in this evaluation. The Town is gathering the necessary information regarding the potential ARO of the lagoon in 2025 to inform this determination.

No laboratory testing was performed during this assessment to verify the presence of contaminants in various materials and assets, except for analyses already carried out by other professionals. Detailed investigations will be undertaken as part of our due diligence and responsibilities before initiating major capital programs and asset retirement activities.



Associated  
Engineering

GLOBAL PERSPECTIVE.  
LOCAL FOCUS.

MEMO

## APPENDIX A: VISUAL BUILDING ASSESSMENT RESULTS





Town of Onoway

Visual Building Assessment Results

Project: Asset Retirement Obligation Report  
 Assessor: Gary Mickalyk - Town of Onoway, Public Works Manager

Facility Name	Type of Contaminant	Sub-Type of Contaminant	Total Quantity	Quantity Unit
Fire Hall	Asbestos	Cementitious Products (Cement Block)	357	m <sup>2</sup>
Fire Hall	Asbestos	Fire Doors	4	m <sup>2</sup>
Fire Hall	Asbestos	Vermiculite Insulation (containing asbestos)	331	m <sup>2</sup>
Fire Hall	Lead	Lead Paint Exterior/Interior	26	m <sup>2</sup>
Onoway Community Hall	Asbestos	Ceiling Tiles	587	m <sup>2</sup>
Onoway Community Hall	Asbestos	Cementitious Products (Cement Block)	492	m <sup>2</sup>
Onoway Community Hall	Asbestos	Vermiculite Insulation (containing asbestos)	492	m <sup>2</sup>
Onoway Community Hall	Asbestos	Vinyl Floor Tile	79	m <sup>2</sup>
Onoway Community Hall	Lead	Lead Paint Exterior/Interior	269	m <sup>2</sup>
Public Works Shop	Asbestos	Blanket or Batt Insulation (containing asbestos)	699	m <sup>2</sup>
Public Works Shop	Asbestos	Caulking/Mastic	22	m <sup>2</sup>
Public Works Shop	Asbestos	Fire Doors	6	m <sup>2</sup>
Public Works Shop	Lead	Lead Paint Exterior/Interior	577	m <sup>2</sup>
Sewage Lift Station	Asbestos	Cementitious Products (Cement Block)	72	m <sup>2</sup>
Sewage Lift Station	Asbestos	Fire Doors	4	m <sup>2</sup>
Sewage Lift Station	Asbestos	Vermiculite Insulation (containing asbestos)	72	m <sup>2</sup>
Water Treatment Plant	Asbestos	Ceiling Tiles	312	m <sup>2</sup>
Water Treatment Plant	Asbestos	Cementitious Products (Cement Block)	205	m <sup>2</sup>
Water Treatment Plant	Asbestos	Fire Doors	6	m <sup>2</sup>
Water Treatment Plant	Asbestos	Vermiculite Insulation (containing asbestos)	205	m <sup>2</sup>
Water Treatment Plant	Lead	Lead Paint Exterior/Interior	578	m <sup>2</sup>



## Town of Onoway Request for Information

Meeting:	<b>Committee of the Whole meeting</b>
Meeting Date:	March 13, 2025
Presented By:	Gary Mickalyk, Public Works Manager
Title:	Elks Park Improvements

### **BACKGROUND / PROPOSAL**

In 2024, it was requested that Public Works look into installing power in the park. It had also been noted that there were problem trees as well.

With the discovery of these trees, we continued to look for a suitable plan to present to Council. It was decided that we remove the problematic trees and investigate the outhouses and the power pole by the skate park.

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES**

#### **TREES**

Public Works requested a tree arborist to come and check the health of the trees in the park. Most trees in the park are thriving but there are still a couple that need to be dealt with this year. The cost of tree removal is to be determined.

#### **OUTHOUSE**

Public Works investigated the condition of the outhouses and found that the building is still in good shape. The inside will need to be cleaned and painted. Door latches will need to be installed on the partition. It is suggested that exterior doors be installed so that it can be locked and unlocked. Public Works was able to find a contractor in Edmonton that would be able complete the custom work with install. All that is required is measurements and pictures of the openings to get an estimate for the cost and a possible site visit will be arranged if needed.

#### **POWER**

After discussions with EPCOR, installation costs of power to the park consisting of an electrical pole and new line to the gazebo is estimated to cost in the range of \$14,700 and \$16,500. It was than noted that we already have a pole by the skate park with a Rate 41 service which is a small general service with a wire size of 2 and 100amps. This pole was de-energized but still has all the equipment on it that could be put back into service. There would be no cost to install an electrical meter at this pole.

Electrical cost to supply a 100amp/12 circuit breaker panel, all weatherproof boxes and 2 grounding rods with materials and labour estimated to be \$2,231.

### **SKATEPARK**

The current skate park would have to be removed and taken to another location. It is suggested that the park is dismantled and brought up to Bretzlaff park as there is an existing asphalt pad that may be suitable for the skate park. In its current location, there has not been too much use and it has become a graffiti and youth hang out spot. There is an old bleacher at Bretzlaff park that would require removal and this could possibly be done at the same time the skate park is being moved.

This work can be completed in phases over more than one year.

### **STRATEGIC ALIGNMENT**

Sustainable Infrastructure  
Service Excellence

### **COSTS / SOURCE OF FUNDING**

See above.

### **RECOMMENDED ACTION**

THAT the Committee of the Whole recommends to Council to action Committee feedback and next steps on Elks Park Improvements.

### **ATTACHMENTS:**

None



## Town of Onoway Request for Information

Meeting:	<b>Committee of the Whole meeting</b>
Meeting Date:	March 13, 2025
Presented By:	Jennifer Thompson, Chief Administrative Officer
Title:	Northwest of 16 Regional Tourism Association

### **BACKGROUND / PROPOSAL**

At the February 27, 2025 Council meeting, Walter Preugschas and Barb Kostiw presented a proposal to Council for a Regional Tourism Association. Council motioned for a further discussion in Committee of the Whole.

The request for support from the Town of Onoway was as follows:

1. Membership – Municipal membership cost of \$1000.00
2. Collaborative Promotion and Resource Allocation – sharing marketing materials on our digital assets, brochures or other promotional materials
3. Economic Development Support – Backing their tourism efforts as a key driver of local growth

### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES**

Promoting local tourism related businesses brings economic development to the area. This is a way to work collaboratively in the region and with Onoway area tourism operators. At this time, there are no budgeted funds and the interim budget would need to be increased for this initiative to be implemented. Our previous membership with WILD Alberta in 2023 was \$1.00/capita (approximately the same amount as this request).

### **STRATEGIC ALIGNMENT**

Economic and Business Growth  
Good Governance

### **COSTS / SOURCE OF FUNDING**

\$1,000.00 / year

**RECOMMENDED ACTION**

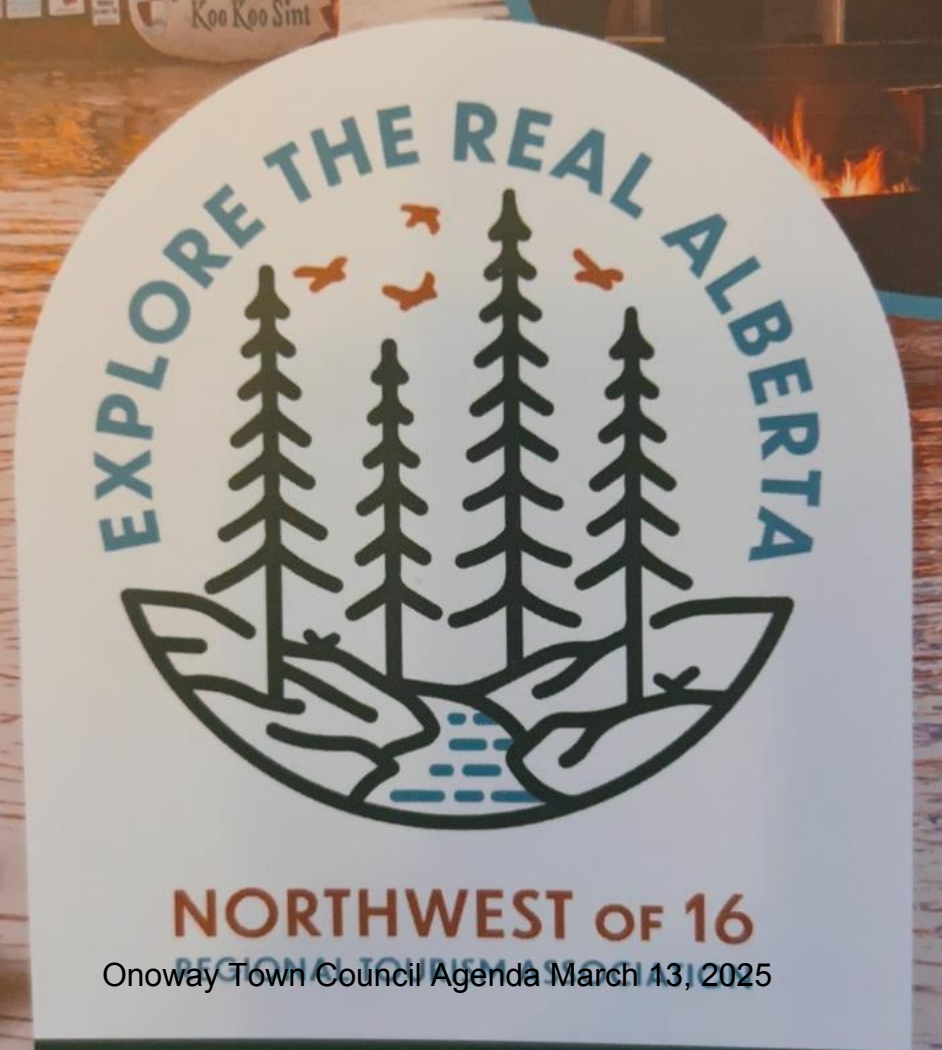
THAT the Committee recommend to Council a one-year municipal membership with the Northwest of 16 Regional Tourism Association at a cost of \$1,000.00

Or

Direction provided after Committee deliberations.

**ATTACHMENTS**

Slide presentation from Northwest of 16



**WORKING  
TOGETHER TO  
SUPPORT AND  
GROW REGIONAL  
TOURISM**

# WHO ARE WE?

We are a group of businesses, volunteers and stakeholders committed to celebrating and promoting the unique attributes of the Northwest of Highway 16 region.

By connecting travellers with local businesses and cultural experiences, we aim to foster a sense of community pride while enhancing the overall appeal of our region. With diverse attractions ranging from stunning landscapes to rich history, our organization endeavours to position Northwest of 16 as a premier destination for those seeking adventure and authentic experiences.

## **Mission**

Our mission is to promote sustainable tourism that enriches the lives of both visitors and locals by showcasing the natural beauty, cultural heritage, and unique attractions of our region.







# WHAT WE OFFER

- Attracting tourists to the region from Edmonton and surrounding areas
- Economic Boost
- Building a Social Media Presence
- Attractive Website to launch in early spring
- Interactive Map
- Trade Show Exhibitor Participation
- Provide a forum for networking, support and mentoring
- Dedicated team of operators, volunteers and stakeholders.



# Goals

- Region to work together
- Promote Community
- Increase Membership
- Hire staff when funding becomes available.
- Promote businesses, attracting events like Open Farm Days.
- Board that listens to the needs of operators and assist with promoting their business in the region. (Website, brochures etc).





Onoway Town Council Agenda March 13, 2025

# Progress Update

## What we have accomplished to date

- Registered Non-profit Association
- Mission & Vision Statement
- Website
- Brochures completed for distribution
- Travel Alberta Connections
- Mentoring from Austin Weaver  
(Executive Director Lacombe Tourism Association)
- Interim Board Established with our  
AGM Scheduled for March 24, 2025



# What we are asking from you?

- **Membership:** We want you to become an active member. Municipal Membership \$1000 first year and Business Memberships \$50
- **Collaborative Promotion & Resource Allocation:**  
We invite you to join us in promoting the region as a viable tourism destination. We request your support in sharing your marketing materials—brochures, digital assets, and promotional content—that highlight the region’s sustainable tourism initiatives. By aligning our efforts, we can present a unified message that reflects both the municipality’s commitment to sustainability and the region’s unique appeal to travelers. Together, we can amplify our collective impact and attract more visitors to the region.
- **Economic Development Support:** Tourism is a key driver of local growth. Your backing will help ensure that tourism-related businesses thrive, creating job opportunities, fostering local entrepreneurship, and generating long-term benefits for the community.

We believe that, with your support, we can build a future where tourism flourishes in harmony with nature, culture, and the local region a model of sustainable tourism and community prosperity.

# WHO WE ARE

## Interim Board Members

**Chair** - Walter Preugschas

**Vice Chair** - Cindy Day

**Secretary** - Kim Barabas

**Treasurer** - Barb Kostiw

**Board Member** - Marin Polis

**Board Member** - Ilse van Loon

**Board Member** - James Spellman

**Board Member** - Alan O'Brien

**Board Member** - Brittany Schuurman

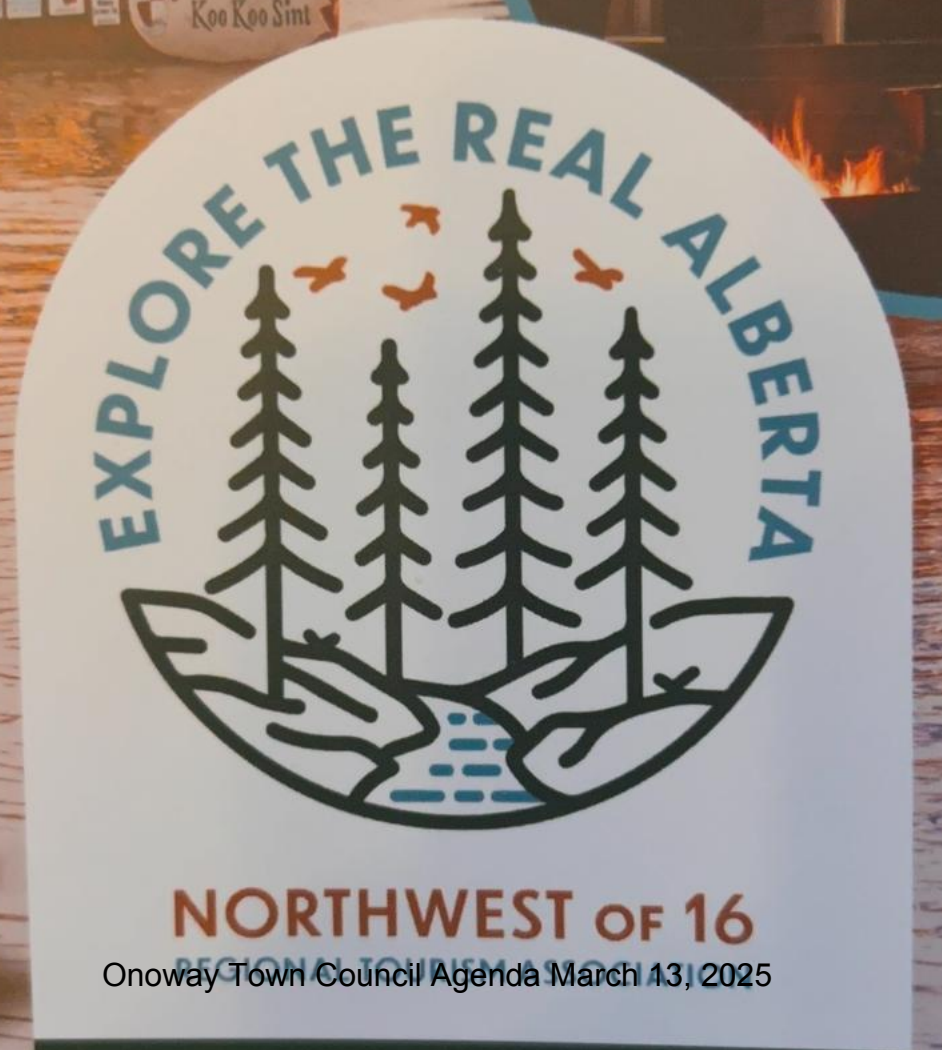
## Other Volunteers

Jacqueline Hamoen

RJ Arcand

Ray Hilts

Christina Monai



Onoway Town Council Agenda March 13, 2025

## Our Website...





Email: [wildwatercommission@gmail.com](mailto:wildwatercommission@gmail.com)  
Phone: 780-967-0271  
Fax: 780-967-0431  
Mail: P.O. Box 8 Alberta Beach, AB T0E 0A0  
Office: 2317 TWP Rd. 545 In Lac. Ste. Anne County

February 12<sup>th</sup>, 2025

**TO: ALL COMMISSION MEMBERS**  
***(Sent by Email)***

Dear Member,

**Re: WILD Water Commission - 2025 Annual General Meeting**

Please be advised that the Board of Directors scheduled the 2025 Annual General Meeting to be held on April 29<sup>th</sup>, 2025 at 6:30 p.m. at the Alberta Beach Seniors Centre located at 5012 49 avenue in Alberta Beach.

Members and guests are invited to stay after the meeting for a light snack and refreshments. Please RSVP to Administration at [wildwatercommission@gmail.com](mailto:wildwatercommission@gmail.com) by 4:00pm on April 22<sup>nd</sup>, 2025 that would be much appreciated.

On behalf of the Board of Directors and commission staff, thank you to all our members and stakeholders who continue to share in our successes. We look forward to another year of growth – as a regional utility and as a community partner.

A handwritten signature in black ink, appearing to read "L. Olsvik".

Lorne Olsvik  
Chairman  
Director for Lac Ste. Anne County  
WILD Water Commission

cc: Members  
Board of Directors  
Commission Manager



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR118277

February 26, 2025

Dear Chief Elected Officials/Associations/Library Boards/Regional Services  
Commissions/Municipally Controlled Corporations:

In May 2024, our government passed the *Provincial Priorities Act* to establish a process for provincial oversight of agreements between provincial entities and the federal government. The *Act* will come into force on April 1, 2025, and will ensure Ottawa is not undermining the province's jurisdiction to make decisions about what is best for Alberta and Albertans. Under the *Act*, provincial entities, such as municipalities, are required to obtain prior approval from the Alberta government before entering into, amending, or renewing an agreement with the federal government.

Throughout last summer, Alberta's government led a comprehensive stakeholder engagement with provincial entities to inform the supporting regulations. The Provincial Priorities Regulation (attached), which also comes into force on April 1, 2025, designates additional municipal entities that are subject to the *Act*. These entities include library boards, regional services commissions, municipally controlled corporations, and any entity that is established by bylaw, with the exception of business improvement areas. In addition, the regulation sets out the approval process for proposed intergovernmental agreements and includes some exceptions for the municipal sector where no provincial approvals will be needed. Examples of these exceptions include agreements under \$100,000, agreements that are in-kind contributions only, agreements with the Canadian Armed Forces, and agreements for disaster response and assistance; these will not require provincial approval.

Effective April 1, 2025, municipalities and municipal entities will be required to submit information on all new agreements with the federal government, agreement amendments and agreement renewals, along with a copy of the agreement, to Municipal Affairs, regardless of the monetary value of the agreement. Information on agreements eligible for an exception must also be submitted to Municipal Affairs in order for the exception to apply. Additional details on the process for submitting required information on federal agreements to Municipal Affairs will be shared in March.

I am looking forward to working together with you to ensure Alberta municipalities maintain access to federal dollars while protecting areas of provincial jurisdiction.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550



Province of Alberta  
Order in Council

O.C. 041/2025

FEB 26 2025

# ORDER IN COUNCIL

Approved and ordered:

Lieutenant Governor  
or  
Administrator

The Lieutenant Governor in Council makes the Provincial Priorities Regulation set out in the attached Appendix.

FILED UNDER

THE REGULATIONS ACT

as ALBERTA REGULATION 21/2025

ON February 26 2025

  
REGISTRAR OF REGULATIONS

CHAIR

For Information only

Recommended by: President of Executive Council

Authority: Provincial Priorities Act  
(section 4)



**APPENDIX**  
**Provincial Priorities Act**  
**PROVINCIAL PRIORITIES REGULATION**

*Table of Contents*

- 1 Designation of provincial entities

**Approvals**

- 2 Approval by responsible Minister  
3 Authority to approve municipal agreements  
4 Approval of agreements  
5 Funding applications by management bodies and similar entities

**Exceptions**

- 6 Exceptions re funding amounts  
7 Exceptions re amendments, extensions and renewals  
8 Exceptions for public post-secondary institutions  
9 Exception for Banff Centre  
10 Exceptions for school boards  
11 Exceptions for Banff, Jasper and Lloydminster  
12 Exception for controlled corporations  
13 Exception for municipal agreements with Canadian Armed Forces  
14 Exceptions during emergencies and disasters  
15 Exception for mortgage agreements with Canada Mortgage and Housing Corporation  
16 Exception for entities that operate and administer Alberta Social Housing Corporation assets  
17 Agreements to provide information

**Coming into Force**

- 18 Coming into force

**Designation of provincial entities**

1 The following entities are designated as provincial entities for the purposes of the Act:

- (a) an intermunicipal library board as defined in the *Libraries Act*;
- (b) a municipal library board as defined in the *Libraries Act*;
- (c) a controlled corporation as defined in section 75.1 of the *Municipal Government Act* and the controlled corporation's board;



- (d) a growth management board as defined in the *Municipal Government Act*;
- (e) a regional services commission as defined in the *Municipal Government Act*;
- (f) an entity created by a municipal bylaw, except a business improvement area within the meaning of the *Municipal Government Act* and the business improvement area's board;
- (g) an entity that is a party to an agreement in which the entity has agreed to operate and administer real property assets of the Alberta Social Housing Corporation;
- (h) Calgary Homeless Foundation;
- (i) Homeward Trust Edmonton.

### **Approvals**

#### **Approval by responsible Minister**

**2(1)** Subject to the exceptions set out in this Regulation, a provincial entity may only enter into, amend, extend or renew an intergovernmental agreement after obtaining the prior approval of the Minister responsible for the provincial entity.

**(2)** For the purposes of this Regulation,

- (a) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Post-secondary Learning Act* is responsible for a public post-secondary institution as defined in the *Post-secondary Learning Act*,
- (b) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Education Act* is responsible for a board as defined in the *Education Act*,
- (c) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Provincial Health Agencies Act* is responsible for

- (i) a regional health authority, and any subsidiary health corporation of the regional health authority, under the *Provincial Health Agencies Act*, and
  - (ii) Covenant Health and any subsidiary of Covenant Health,
- (d) the sector Minister responsible for a health services sector under the *Provincial Health Agencies Act* is responsible for a provincial health agency established for that health services sector, and any subsidiary health corporation of that provincial health agency, under the *Provincial Health Agencies Act*,
- (e) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Libraries Act* is responsible for
- (i) an intermunicipal library board as defined in the *Libraries Act*, and
  - (ii) a municipal library board as defined in the *Libraries Act*,
- (f) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Municipal Government Act* is responsible for
- (i) a municipal authority as defined in the *Municipal Government Act*,
  - (ii) a controlled corporation as defined in section 75.1 of the *Municipal Government Act* and the controlled corporation's board,
  - (iii) a growth management board as defined in the *Municipal Government Act*,
  - (iv) a regional services commission as defined in the *Municipal Government Act*, and
  - (v) an entity created by a municipal bylaw, except a business improvement area within the meaning of the *Municipal Government Act* and the business improvement area's board,

and

- (g) the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* is responsible for
  - (i) a management body as defined in the *Alberta Housing Act*,
  - (ii) an entity that is a party to an agreement in which the entity has agreed to operate and administer real property assets of the Alberta Social Housing Corporation,
  - (iii) Calgary Homeless Foundation, and
  - (iv) Homeward Trust Edmonton.

(3) The President of the Executive Council may approve a provincial entity to enter into, amend, extend or renew an intergovernmental agreement if no other Minister is responsible for the provincial entity.

**Authority to approve municipal agreements**

**3(1)** Despite anything to the contrary in section 2(2)(f), the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Municipal Government Act* may designate another Minister as the Minister responsible for a provincial entity referred to in section 2(2)(f) in relation to an agreement or a class of agreements if the Ministers agree that the subject-matter of the agreement or class of agreements relates to a matter under that other Minister's administration.

**(2)** Despite anything to the contrary in section 4(1), a provincial entity referred to in section 2(2)(f) shall submit a proposed agreement, amendment, extension or renewal in accordance with the directions of the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Municipal Government Act* despite that Minister designating another Minister as the Minister responsible for the provincial entity under subsection (1).

**Approval of agreements**

**4(1)** To obtain approval to enter into, amend, extend or renew an intergovernmental agreement, a provincial entity must submit the proposed agreement, amendment, extension or renewal in accordance with the directions of the Minister responsible for the provincial entity.

**(2)** The Minister responsible for the provincial entity must assess the proposed agreement, amendment, extension or renewal by considering the following factors prior to approving a provincial entity to enter into, amend, extend or renew the agreement:

- (a) whether the agreement aligns with the priorities of the Government of Alberta;
- (b) whether the agreement
  - (i) intrudes into an area of provincial legislative jurisdiction under the Constitution of Canada,
  - (ii) affects or interferes with an area of provincial legislative jurisdiction under the Constitution of Canada, or
  - (iii) imposes conditions that would restrict the Government of Alberta in an unacceptable manner from establishing and implementing policies and programs in an area of provincial jurisdiction;
- (c) whether the agreement aligns with the Government of Alberta's long-term fiscal plan.

**(3)** Subject to subsections (4) to (6), after assessing the proposed agreement, amendment, extension or renewal by considering the factors described in subsection (2), the Minister may

- (a) approve a provincial entity to enter into the agreement, amendment, extension or renewal, subject to any terms or conditions the Minister considers appropriate, or
- (b) decline to approve the provincial entity to enter into the agreement, amendment, extension or renewal.

**(4)** A Minister must receive the approval of the Executive Council prior to approving a provincial entity to

- (a) enter into an intergovernmental agreement in which a federal entity is agreeing to provide a provincial entity with \$5 million or more in funding, excluding any in-kind contributions, or
- (b) amend, extend or renew an intergovernmental agreement if the amendment, extension or renewal would result in \$5 million or more in additional funding, excluding any in-kind contributions, being provided by a federal entity to a provincial entity under the agreement.

(5) A Minister must receive the approval of the Executive Council prior to approving a provincial entity to enter into, amend, extend or renew an intergovernmental agreement if, in the Minister's opinion, the agreement

- (a) intrudes into an area of provincial legislative jurisdiction under the Constitution of Canada,
- (b) affects or interferes with an area of provincial legislative jurisdiction under the Constitution of Canada, or
- (c) imposes conditions that would restrict the Government of Alberta in an unacceptable manner from establishing and implementing policies and programs in an area of provincial jurisdiction.

(6) A Minister must receive the approval of the Executive Council prior to approving a provincial entity to amend an intergovernmental agreement in a material way if subsection (4) or (5) applies or applied to the agreement.

(7) If a Minister approves a provincial entity to enter into, amend, extend or renew an intergovernmental agreement, the Minister must provide written notice to the provincial entity, including written notice of any terms or conditions that apply to the Minister's approval.

(8) If a Minister declines to approve a provincial entity to enter into, amend, extend or renew an agreement, the Minister must provide written notice to the provincial entity.

**Funding applications by management bodies and similar entities**

**5(1)** Subject to subsection (2), a management body as defined in the *Alberta Housing Act* or an entity described in section 1(g) must notify the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* of any intent of the management body or entity to apply for funding from a federal entity when the body or entity submits its annual business plan to the Minister in accordance with the *Management Body Operation and Administration Regulation* (AR 243/94) or the terms of an operating agreement.

**(2)** Where it is not possible to comply with subsection (1) without foregoing the opportunity to apply for funding from a federal entity, a management body as defined in the *Alberta Housing Act* or an entity described in section 1(g) must notify the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* of the intent of the management body or entity to apply for funding from a federal entity at least 60 days before submitting the application for funding from the federal entity.

**(3)** Calgary Homeless Foundation and Homeward Trust Edmonton must notify the Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* of the intent of Calgary Homeless Foundation or Homeward Trust Edmonton to apply for funding from a federal entity at least 60 days before submitting the application for funding from the federal entity.

**(4)** The Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act*, within 30 days of being notified of an intent to apply for funding, must conduct a preliminary assessment of the proposed application and must advise the provincial entity whether the Minister

- (a) has concerns with the proposed application, including the nature of those concerns, and
- (b) is likely, based on the preliminary assessment, to approve the provincial entity to enter into an agreement, or the amendment, extension or renewal of an agreement, that would result from the provincial entity's application for

funding from a federal entity being approved by a federal entity.

(5) The Minister determined under section 16 of the *Government Organization Act* as the Minister responsible for the *Alberta Housing Act* must consider whether notice required by this section has been provided when deciding whether to approve a provincial entity to enter into, amend, extend or renew an intergovernmental agreement.

### Exceptions

#### Exceptions re funding amounts

6(1) If, under an intergovernmental agreement, a federal entity

- (a) would not provide any funding to a provincial entity or would only provide in-kind contributions, or
- (b) would provide less than \$100 000 in funding, excluding any in-kind contributions, to a provincial entity,

and the provincial entity has provided or agreed to provide the Minister responsible for the provincial entity with any information specified by the Minister, including a copy of the agreement, in the time and manner specified by the Minister, the provincial entity is not required to obtain the Minister's approval before entering into, amending, extending or renewing that agreement unless an amendment, extension or renewal of the agreement would result in the provincial entity receiving a total of \$100 000 or more in funding, excluding any in-kind contributions, from the federal entity under the agreement as amended, extended or renewed.

(2) If an intergovernmental agreement relates to the construction, maintenance or development of housing accommodations, then a provincial entity is not required to obtain approval before entering into, amending, extending or renewing that agreement if the federal entity is providing the provincial entity \$250 000 or less in funding, excluding any in-kind contributions, under the agreement initially entered into, or as amended, extended or renewed.

(3) This section does not apply to Calgary Homeless Foundation or Homeward Trust Edmonton.



**Exceptions re amendments, extensions and renewals**

**7(1)** If a provincial entity has been approved to enter into an agreement under this Regulation, the provincial entity is not required to obtain prior approval to amend, extend or renew that agreement if the provincial entity has provided or agreed to provide the Minister responsible for the provincial entity with any information specified by the Minister, including a copy of the agreement, in the time and manner specified by the Minister and any of the following circumstances apply:

- (a) the agreement includes a provision requiring a project to start or end by a certain date and the amendment, extension or renewal is for the purpose of allowing the project to start or end by a date that is no more than one year different from the start or end date that is in the agreement;
- (b) the agreement includes a provision establishing the length of a project and the amendment, extension or renewal is for the purpose of allowing the project to be extended by one year or less;
- (c) the amendment, extension or renewal provides additional federal funding, excluding any in-kind contributions, to a provincial entity that is
  - (i) less than \$100 000, and
  - (ii) less than 10% of the federal funding being provided under the agreement that the Minister approved;
- (d) the proposed amendment, extension or renewal of an agreement would make or result in minor administrative changes.

**(2)** Subsection (1) does not apply to Calgary Homeless Foundation or Homeward Trust Edmonton.

**Exceptions for public post-secondary institutions**

**8(1)** For the purposes of this section,

- (a) “fee-for-service agreement” means an agreement in which a particular set of services is provided in exchange for a set fee, and

- (b) “research” means an undertaking directed to the discovery, extension or application of knowledge through a disciplined inquiry or systematic investigation.

(2) If a public post-secondary institution as defined in the *Post-secondary Learning Act* has provided or agreed to provide the Minister responsible for the *Post-secondary Learning Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the public post-secondary institution is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity if

- (a) the agreement pertains to research, unless greater than 50% of the total funding being provided under the agreement, excluding any in-kind contributions, is capital funding for the development of research facilities,
- (b) greater than 50% of the total funding being provided under the agreement pertains to the following matters:
  - (i) the delivery of an apprenticeship education program as defined in the *Skilled Trades and Apprenticeship Education Act*;
  - (ii) the delivery of a program of study as defined in the *Post-secondary Learning Act*;
  - (iii) the delivery of a foundational learning program as defined in the *Programs of Study Regulation* (AR 91/2009);
  - (iv) the delivery of work placement experiences, including mentorship programs, cooperative placements, practicums and internships, for students as defined in the *Post-secondary Learning Act*, including the provision of wage subsidies;
  - (v) the delivery of language instruction that enables individuals to develop basic language proficiency in one of the official languages of Canada;
  - (vi) the delivery of a continuing education program;
  - (vii) a conference, symposium or other non-instructional event,

or

- (c) the public post-secondary institution is entering into, amending, extending or renewing an agreement in which the public post-secondary institution is
  - (i) a party to a fee-for-service agreement, or
  - (ii) providing space to a federal entity through a lease or short-term rental, the term of which does not exceed 2 months.

**Exception for Banff Centre**

**9** If Banff Centre as defined in the *Post-secondary Learning Act* has provided or agreed to provide the Minister responsible for the *Post-secondary Learning Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, Banff Centre is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity.

**Exceptions for school boards**

**10** If a board as defined in the *Education Act* has provided or agreed to provide the Minister responsible for the *Education Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the board is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity in either of the following circumstances:

- (a) the agreement provides for federal funding under Jordan's Principle;
- (b) the agreement provides for federal funding as part of an education services agreement under section 63 of the *Education Act*.

**Exceptions for Banff, Jasper and Lloydminster**

**11** If the Municipality of Jasper, the Town of Banff or the City of Lloydminster have provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any

information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the Municipality, Town or City, as the case may be, is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity.

**Exception for controlled corporations**

**12** If a controlled corporation as defined in section 75.1 of the *Municipal Government Act* or the controlled corporation's board has provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the controlled corporation or the controlled corporation's board, as the case may be, is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity.

**Exception for municipal agreements with Canadian Armed Forces**

**13** If a municipal authority has provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any information specified by the Minister in respect of an agreement with the Canadian Armed Forces, including a copy of the agreement, in the time and manner specified by the Minister, the municipal authority is not required to obtain prior approval to enter into, amend, extend or renew that agreement with the Canadian Armed Forces.

**Exceptions during emergencies and disasters**

**14** If a municipal authority has provided or agreed to provide the Minister responsible for the *Municipal Government Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the municipal authority is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity if the agreement is for the purpose of responding to a disaster or emergency as those terms are defined in the *Emergency Management Act*.

**Exception for mortgage agreements with Canada Mortgage and Housing Corporation**

**15** If a management body as defined in the *Alberta Housing Act* or an entity described in section 1(g) has provided or agreed to provide the Minister responsible for the *Alberta Housing Act* with any information specified by the Minister in respect of a mortgage agreement with the Canada Mortgage and Housing Corporation, including a copy of the agreement, in the time and manner specified by the Minister, the management body or entity is not required to obtain prior approval to enter into, amend, extend or renew that mortgage agreement with the Canada Mortgage and Housing Corporation.

**Exception for entities that operate and administer Alberta Social Housing Corporation assets**

**16** If an entity described in section 1(g) has provided or agreed to provide the Minister responsible for the *Alberta Housing Act* with any information specified by the Minister in respect of an agreement with a federal entity, including a copy of the agreement, in the time and manner specified by the Minister, the entity is not required to obtain prior approval to enter into, amend, extend or renew that agreement with a federal entity if that agreement does not relate to the operation or administration of real property assets of the Alberta Social Housing Corporation.

**Agreements to provide information**

**17** For the purposes of this Regulation, an agreement to provide a Minister with information may relate to a particular intergovernmental agreement or to a class of intergovernmental agreements.

**Coming into Force**

**Coming into force**

**18** This Regulation comes into force on the coming into force of the *Provincial Priorities Act*.



**Corporate Headquarters**  
**Siège Social Corporatif**  
 935 de La Gauchetière St. W  
 3<sup>rd</sup> Floor/étage  
 Montreal, Quebec  
 H3B 2M9, Canada

**Regional Headquarters**  
**Siège Social Regional**  
 17641 South Ashland Ave  
 2<sup>nd</sup> Floor/étage  
 Homewood, Illinois  
 60430, United States

**DIVISIONS:**

**Pacific/Pacifique**  
 11717 – 138th Street  
 Surrey, British Columbia  
 V3R 6T5, Canada

**Mountain/Montagne**  
 10229 – 127th Avenue  
 Edmonton, Alberta  
 T5E 0B9, Canada

**Prairie**  
 821 Lagimodiere Blvd  
 Winnipeg, Manitoba  
 R2J 0T8, Canada

**Great Lakes/Grands Lacs**  
 1 Administration Road  
 Vaughan, Ontario  
 L4K 1B9, Canada

**Champlain**  
 4500 Hickmore Street  
 Montreal, Quebec  
 H4T 1K2, Canada

**North/Nord**  
 700 Pershing Avenue  
 Pontiac, Michigan  
 48340, United States

**Central/Centrale**  
 15840 West Avenue  
 Harvey, Illinois  
 60426, United States

**South/Sud**  
 2921 Old Horn Lake Road  
 Memphis, Tennessee  
 38109, United States

**CN Emergency Communication**  
**Centre / Centre de**  
**Communication D'urgence du CN**

1-800-465-9239 (option 3)



Chief of Police – North America  
 Chef de la police – Amérique du Nord  
**CN**  
 935 de La Gauchetière Street West/Ouest  
 Montréal, Québec, H3B 2M9  
 Canada  
 T 514-399-6220

January 22, 2025

Dear Mr. Len Kwasny,

On behalf of CN and Operation Lifesaver Canada (OL Canada), we would like to extend our sincere appreciation to you and your community for officially proclaiming Rail Safety Week in 2024 and recognizing its significance.

We are pleased to enclose a **Rail Safety Ambassador Certificate** to acknowledge your commitment. We hope that you will display it proudly!

At CN, safety is a core value and it is only by working together that we will be able to achieve our ambition of eliminating incidents and accidents in the communities across North America where we live, work, and play.

Working with OL Canada, which is also dedicated to getting to zero rail-related crossing and trespassing incidents, partners like you play a critical role in further enhancing rail safety in Canada.

We are truly grateful for your support and look forward to continuing our partnership into 2025 and beyond.

For additional information about rail safety in your community, please contact our Public Inquiry Line at 1-888-888-5909. For general rail safety information and resources, we welcome you to visit [cn.ca/railsafety](http://cn.ca/railsafety) or [operationlifesaver.ca](http://operationlifesaver.ca).

Wishing you a happy and safe New Year,

Janet Drysdale  
 CN Senior Vice-President and  
 Chief Stakeholder Relations Officer

Stephen Covey  
 CN Chief of Police and  
 Chief Security Officer

Chris Day  
 Operation Lifesaver  
 Interim National Director

Leading CN to be the safest and most secure railway in North America.



Onway Town Council Agenda March 13, 2025 [www.cn.ca](http://www.cn.ca) / Le plus sûr et le plus sécuritaire en Amérique du Nord.

# RAIL SAFETY AMBASSADOR

THIS CERTIFICATE IS PRESENTED TO THE

# Town of Onoway



*for outstanding leadership and support in promoting the importance of rail safety  
in your community. Congratulations for your commitment to rail safety!*

A handwritten signature in black ink, appearing to read 'Stephen Covey', written over a horizontal line.

**Stephen Covey**

Chief of Police and Chief Security Officer  
Onoway Town Council Agenda March 13, 2025

January 22, 2025

Date

**Town of Onoway,**

It is with sincere gratitude that we thank you for donating a projection screen for the OFEA to use at the Onoway Community Hall. Thank you so much for your generous donation!



From,

**The Onoway Facility Enhancement  
Association**



## **Greetings from the Onoway Facility Enhancement Association!**

**We would like to express our sincere appreciation to the Town of Onoway for granting us FCSS money yet again this year to host the last 3 Onoway Facility Enhancement Association events free for our community members to attend at the Onoway Community Hall.**

**On Halloween night, the OFEA had a free Halloween Party and served hot dogs, treats, and hot chocolate to all the little critters who came our way. As well as the OFEA donated the basement to the Army Cadets to host a Haunted House! What a Spooktacular evening!**

**In early November, the OFEA hosted a craft day and we made beautiful outdoor kissing balls made from live pine and spruce trees to hang outside and admire on our homes!**

**In late November, Christmas came early! Santa stopped by the Community Hall to visit all the children who came out for holiday treats and crafts at our free Kids Christmas Party. What a happy holiday it was! It was great to see all the families come out and enjoy the afternoon with us.**

**In December, the members of the Onoway Facility Enhancement Association were able to go out for supper together and enjoy an evening out to appreciate all the hard work we have done this past year to keep the Onoway Community Hall open for the community.**

**This February we hosted a Valentine's Day Tea free for Seniors. We had light lunch with live music playing and a big turnout! What a great afternoon it was.**

**It has been a wonderful time with great company and amazing community spirit at the Onoway Community Hall and the OFEA members are looking forward to seeing many more lively years to come!**

**Thank you, Town of Onoway for your continued support!**



## **2025 Notice of Annual Meeting**

Monday, March 24<sup>th</sup>, 2025, at 2:00 pm

The Annual Meeting of the **Lac Ste. Anne East End Bus Society** will be held on **Monday, March 24th, 2025, at 2:00 pm.**

The meeting will take place at the **Town of Onoway, 4812 51 St, Onoway, AB T0E 1V0.**

All members and interested parties are encouraged to attend.

---

**FW: ABmunis Preliminary Analysis on Alberta's 2025 Budget**

---

**From** Jennifer Thompson <CAO@onoway.ca>

**Date** Fri 2/28/2025 4:16 PM

**To** Debbie Giroux <Debbie@onoway.ca>; Gino Damo <Gino@onoway.ca>

 1 attachment (865 KB)

ABmunis Preliminary Analysis on Alberta's 2025 Budget.pdf;

For Agenda please

**From:** Tyler Gandam <president@abmunis.ca>

**Sent:** February 28, 2025 4:15 PM

**To:** Jennifer Thompson <CAO@onoway.ca>

**Subject:** ABmunis Preliminary Analysis on Alberta's 2025 Budget

Dear Mayors, Councillors, and CAOs:

Yesterday, the Government of Alberta released its budget for the 2025-26 fiscal year. As always, our ABmunis team analyzed the numbers and we are pleased to share the attached report that summarizes our Preliminary Analysis of Alberta's 2025 Budget and how it supports municipal governments and communities across Alberta.

If you were unable to attend our webinar on Budget 2025 today, you will have a chance to watch the recording that will be shared through [The Weekly](#) newsletter next week.

If you have any questions about our analysis, please email [advocacy@abmunis.ca](mailto:advocacy@abmunis.ca).

Thank you,

**Tyler Gandam** | President

---

**E:** [president@abmunis.ca](mailto:president@abmunis.ca)

300-8616 51 Ave Edmonton, AB T6E 6E6

**Toll Free:** 310-MUNI | 877-421-6644 |

[www.abmunis.ca](http://www.abmunis.ca)



---

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

*We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples.*

*We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.*

# Preliminary Analysis of Alberta's 2025 Budget



 **Alberta  
Municipalities**  
Strength  
In Members

**February 28, 2025**

## Table of Contents

Introduction .....	3
Priorities for Alberta's Municipal Governments .....	4
How Budget 2025 Supports Municipalities .....	10
Core Capital Funding for Municipal Governments .....	10
Core Operating Funding for Municipal Governments .....	14
Notable Funding for Community Entities.....	14
Provincial Education Property Tax.....	15
An Overview of the 2025 Fiscal Plan .....	18
Statement of Operations .....	19
Revenues.....	19
Expenditures.....	20
Taxpayer-Supported Debt and Debt Servicing Costs .....	20
Contingency for Disasters.....	21
Key Energy and Economic Assumptions.....	21
Ministry Highlights.....	22

# Introduction

Alberta Municipalities is pleased to provide our members with this preliminary analysis of the 2025-26 Alberta Budget. This budget focuses on meeting the demands of growth and economic uncertainty. Municipalities provide the foundational infrastructure and services that support Alberta's population and economy. Our analysis examines how the provincial government is meeting the needs of municipalities and areas for improvement. It is our hope that this will lead to ongoing conversations between municipal councils and the Alberta Government on the various challenges facing communities.

## What you will find in this document

This document includes ABmunis' preliminary analysis of Alberta's 2025-26 budget as it relates to:

- Municipal priorities,
- Details of provincial funding for municipal governments,
- Potential impacts on provincial education property taxes and municipal property taxes,
- Decisions that may impact the financial future of Alberta's municipal governments,
- A summary of the province's fiscal outlook, and
- Highlights of individual ministry business plans that most impact Albertans at the local level.



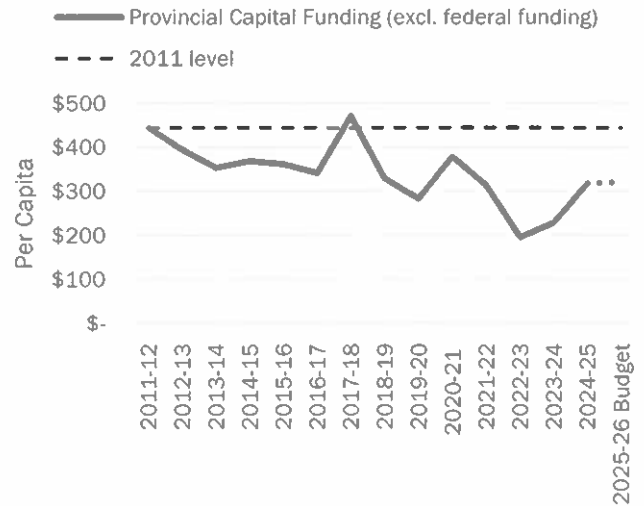
# Priorities for Alberta's Municipal Governments

## Infrastructure Funding

In 2011, the Government of Alberta was investing \$444 per Albertan in municipal infrastructure. In Budget 2025, that figure is estimated to be \$321 per Albertan, without considering the impact of inflation.<sup>1</sup>

ABmunis acknowledges that the provincial programs that are available to most municipalities will increase by \$48 million in 2025-26, primarily due to the planned increase in the Local Government Fiscal Framework Capital program. However, we are concerned that the collective budget of provincial capital funding to municipalities, including one-time projects, is \$17 million lower than the 2024-25 budget. For example, in 2023 members adopted a resolution calling for the province to create a program to support high-growth communities. Therefore, we are disappointed that the province is discontinuing the short-lived Local Growth and Sustainability Grant. Further analysis of provincial infrastructure funding is provided in the Core Capital Funding for Municipalities section of this report.

Total Provincial Funding for Municipal Infrastructure  
(Per capita; excluding federal funding)

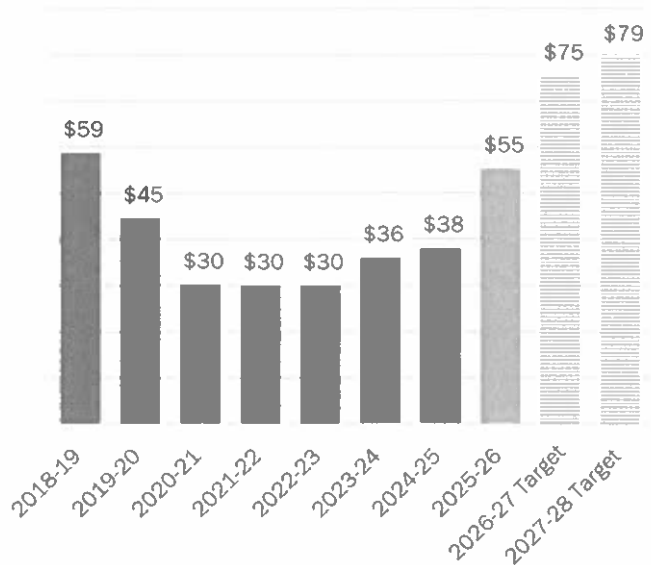


Later this year, ABmunis will release findings of our new research that will provide the provincial government and Albertans a better picture of our current path for communities and the benefits of investing in infrastructure.

## Grants in Place of Taxes (GIPOT)

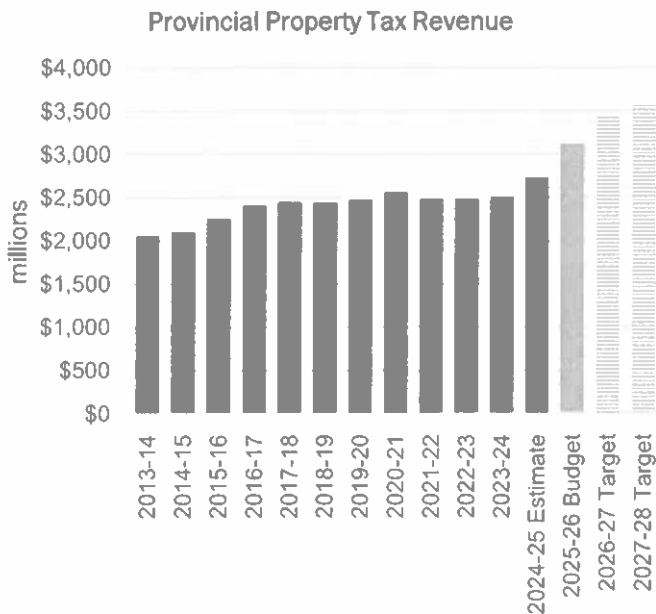
In 2019-20, the Government of Alberta implemented a policy change whereby funding to municipalities for services to provincial properties would be cut to 50 per cent of the eligible property tax amount. This had an adverse impact on communities whose property owners were forced to cover the bill, while Albertans in other communities still benefited from provincial facilities such as hospitals, schools, and courthouses. ABmunis and our members made the case that the province should contribute its fair share to cover the infrastructure and services that municipalities provide to provincial properties, just like any other property owner. We are pleased the province listened: starting in 2025-26, GIPOT funding will be paid to municipalities at 75 per cent of the property tax amount that would be owed, equal to \$55 million. Next year it will increase to 100 per cent. We applaud the province for restoring this funding.

Provincial Grants in Place of Taxes (millions)



<sup>1</sup> Figures represent provincial capital funding programs plus specific projects funded outside of a program that municipalities receive directly. Figures for 2011 to 2024 are sourced based on reported actuals or year-end estimates in Alberta's annual Government Estimates reports and population numbers are based on Statistics Canada Table 17-10-0005-01, assuming a 2.5% increase in Alberta's population for 2025.

## Provincial Property Taxes Increase



In last year's budget, the province forecasted that revenue from provincial education property taxes would increase by \$123 million in 2025-26. However, the province has made a surprising move to increase education tax rates by 6.3 per cent on residential property and 6.4 per cent on non-residential property. This translates to a \$392 million (14.3 per cent) increase in tax revenue that the province will collect from homeowners and business property owners compared to 2024-25.

The increase represents a shift of the provincial tax burden onto the property tax base when the province has other more transparent and efficient revenue generation options. In contrast, property taxes are the main source of revenue for municipalities who are managing increased costs and expectations. As such, we continue to call on the province for adequate levels of operational and capital support from the provincial budget to ensure fair distribution of taxation to Albertans for critical and mandatory services.

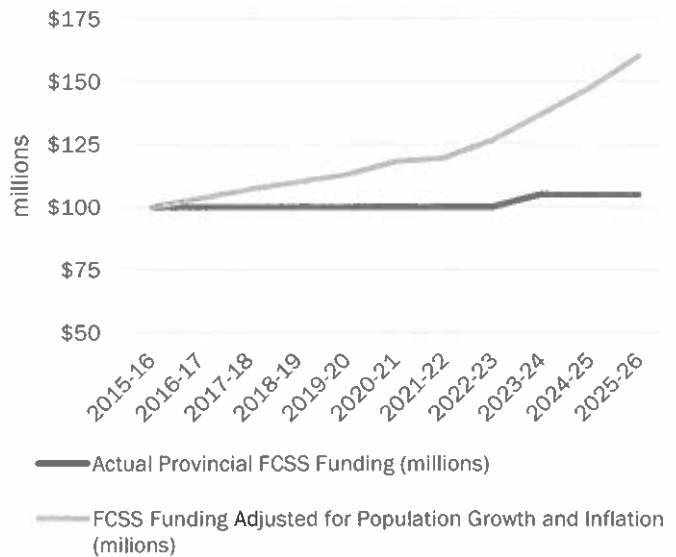
## Family and Community Support Services (FCSS)

ABmunis is concerned to see that funding for FCSS has remained stagnant at \$105 million for 2025-26. FCSS is an 80/20 funding partnership between the Government of Alberta and participating municipalities or Métis Settlements. Under FCSS, communities design and deliver social programs that are preventive in nature to promote and enhance well-being among individuals, families and communities.

There are currently 210 local FCSS programs across Alberta providing services to 316 municipalities and Métis Settlements, most of which can be considered as "rural" or "small town." According to a recent University of Alberta report, 63 per cent of rural FCSS offices rely on municipal contributions, well over their required 20 per cent. Of those respondents whose municipalities overcontribute, almost 43 per cent estimated that the true contribution of their municipality is higher than 35 per cent of their FCSS program's budget.

ABmunis has long advocated for FCSS funding to keep up with population growth and inflation. Last year, ABmunis members passed a resolution calling for the Government of Alberta to immediately increase provincial funding for FCSS to \$161.5 million in 2025 to account for Alberta's growth and inflation. This would be an incredibly cost-effective investment because every dollar invested in preventive services saves \$7 to \$12 in future spending on justice, health care, and addiction.

If FCSS funding were adjusted for population growth and inflation, the funding should be at \$160 million instead of the current \$105 million



## Preliminary Analysis on Alberta's 2025 Budget

The graph above compares actual provincial FCSS funding over the past ten years to what funding amounts would be had funding kept pace with population growth and inflation. To maintain 2015 per capita FCSS funding levels while addressing these factors, the province would need to invest an additional \$55.1 million in the program.

In addition to stagnant FCSS funding, we note a 12.5 per cent decrease (\$2 million) in funding for Alberta's Community Initiative Program, and a 23 per cent (\$20 million) year-on-year decrease in preventative programs related to mental health and addictions. ABmunis is interested in the potential impact of these decreases.

## Affordable and Seniors' Housing

Advocating for improved access to affordable housing, as well as the supports and services needed to maintain housing and prevent homelessness, is a strategic priority for ABmunis. The pressing need for investment in affordable housing is highlighted by the number of [related resolutions](#) recently passed by ABmunis members.

Budget 2025 allocates \$343 million to programs that support social, specialized, and affordable housing, including rental assistance. This is an increase of \$23 million (7.2 per cent) from 2024-25, and will address pressures in rental assistance from market conditions; support housing providers with operational pressures to maintain service quality; and support lodge operators providing housing to low-income seniors. The 2025 Capital Plan allocates \$1.1 billion over three years to enhance affordable housing and social supports across the province. Combined with related Capital Maintenance and Renewal (CMR) funding, \$1.2 billion is being allocated to housing and seniors' facilities.

The Government of Alberta released its [provincial affordable housing strategy](#) in November 2021. The primary goal of the provincial affordable housing strategy is to support up to 25,000 more households, an increase of 44 per cent. This will be accomplished by developing 13,000 additional affordable housing units and providing rent assistance to 12,000 more households. While ABmunis appreciates provincial efforts to increasing funding for affordable housing, this target will only meet the needs of 15 per cent of Alberta households living in need of core housing.

## Mental Health and Addiction

Advocating for improvements to Alberta's mental health and addictions system, including evidence-based action to address opioid and methamphetamine use, is a strategic priority for ABmunis. ABmunis currently has [two active resolutions](#) related to advocacy on mental health and addiction.

ABmunis is pleased to see the province following through with its commitment to build 11 new recovery communities for Albertans seeking voluntary treatment for addiction or mental health issues. We also appreciate the following investments to help increase access to mental health services:

- \$4 million will be invested in 2025-26 to add additional mental health professional spaces in Alberta's post-secondary institutions. The Mental Health Professionals Enrollment Expansion grant program will support 12 institutions to create 761 new seats in high-demand mental health programs.
- \$61.9 million is allocated to improving access to mental health and addiction treatment services in police and correctional settings to help facilitate recovery for individuals interacting with the justice system.
- Increased operating funding to expand mental health classrooms from 20 to 60 for clinical support to students with complex mental health needs.

ABmunis notes mental health and addiction related preventive programming is seeing a \$20 million decrease in investments from \$87.1 million to \$67.1 million. ABmunis is interested in understanding whether this decrease in funding could impact community partners, as well as Albertans seeking services from these same community partners.

ABmunis also notes that Budget 2025 allocated \$207 million in capital funding over three years to develop two new, secure mental health and addiction facilities to provide involuntary care for adults and youth suffering from mental health or addiction issues who are deemed a danger to themselves or others. Although not yet passed, the [Mental](#)

## Preliminary Analysis on Alberta's 2025 Budget

Health Services Protection Amendment Act, 2025 was introduced on February 25, 2025 to create a framework to give a mandated addiction treatment order to support a person who is likely to cause harm to themselves or others because of their problematic substance use.

### School Construction Accelerator Program

Significant investments are being made in the construction of new schools, with \$789 million allocated in Budget 2025 for this purpose. Adequate school capacity is integral for community growth so municipalities would like to have shovel-ready sites serviced to take advantage of this investment. However, for many communities it is a significant expense to service a site without a guarantee of a school being built there. Better coordination between the province, school boards, and municipalities would help to address this concern. ABmunis has an active resolution on school site servicing costs and will be advocating further to the province on this issue.

### Emergency Medical Services (EMS)

Access to EMS and ambulance response times continue to be top-of-mind for Alberta municipalities, particularly those in rural and remote areas. ABmunis was pleased to see that the province has budgeted \$789 million for Emergency Health Services in 2025-26 to increase system capacity. Budget 2025 also allocates \$60 million, including \$40 million in new funding, for the EMS Vehicles Capital Program to purchase new EMS vehicles and ambulances, upgrade the existing fleet, and acquire additional equipment. These actions align with the Alberta Emergency Services Provincial Advisory Committee and Alberta Emergency Health Services Dispatch Review recommendations, which ABmunis helped develop.

### Training for Health Care Professionals

Access to healthcare is a priority for municipalities, who are playing an increasingly active role in the provision of primary care and the attraction and retention of health care professionals. We are pleased that Budget 2025 includes the following investments to meet provincial demand for health care professionals:

- \$2 million for the expansion and upgrades of Keyano College to provide training for in-demand programs like nursing and paramedicine.
- 439 additional seats for certification and licensing of internationally educated nurses.
- \$44 million to the Physician Training Expansion Program in 2025-26. This program is delivered through rural training centres and provides rural, Indigenous, and other learners with increased access to medical education in rural areas.

### Libraries

Public Library Services funding has remained the same at \$39.9 million. This captures operating grants, advisory and training support, and e-content.

### Community Peace Officers (CPOs)

In February 2025, the Minister of Public Safety and Emergency Services requested municipalities with CPO programs to integrate these programs with their local police service operations to help provide a coordinated response to social disorder issues. While there does not appear to be funding in Budget 2025 to offset any additional expenses incurred by municipalities as a result of this request, the budget does include a \$46 million increase in the Ministry's operating expense. This funding includes:

- \$8 million to support additional police officers in Edmonton and Calgary under the Safe Streets Action Plan.
- \$24 million to secure the Alberta-US border. A new Interdiction Patrol Team will combat drug smuggling, gun trafficking, illegal border crossing and other illegal activities. This team will include Peace Officers to enforce Criminal Code and provincial statutes along the international border.

## Wildfire Response

Budget 2025 makes several key initiatives to support wildfire response and mitigation. Alberta Forestry and Parks' budget allocates \$30.7 million to support wildfire mitigation initiatives. Municipal Affairs has maintained the Fire Services Training Program Grant at \$500,000 for 2025-26, while also making the [February 2025 announcement](#) that an additional \$500,000 is being made available in the 2024-25 fiscal year, bringing the total for 2024-25 to \$1 million. Municipal Affairs is also working on improving the quality of fire data reported to the province. Budget 2025 contains a \$58 million increase for the Jasper Wildfire Disaster Financial Assistance Arrangements. Public Safety and Emergency Services identifies an increase in funding for the Alberta Emergency Management Agency over the 2024 budget estimate, however, the actual funding for this entity depends on the severity of the hazard season for that particular year. Public Safety and Emergency Services also budgets \$47 million in capital support for wildfire management. Continued work on wildfire and similar emergencies, in collaboration with partners such as the Rural Municipalities of Alberta, will continue to be a priority for ABmunis.

## Provincial Highways, Roads and Bridges

Budget 2025 identifies \$2.49 billion over three years to support Alberta's network of province-owned roads and bridges. This includes \$264 million in new funding for highway twinning, widening, and expansion projects. Projects include:

- Deerfoot Trail Upgrades (Calgary)
- Edmonton / Calgary Ring Roads
- La Crete Bridge
- QEII and 40th Avenue Interim Ramp (near Airdrie)
- Highway 1 and Range Road 33 in Rockyview County
- Highway 1A Upgrade (Stoney First Nation)
- Highway 2 Balzac Interchange Replacement
- Highway 2 Interchange at Cardiff Road South of Morinville
- First stage of realignment and connection of Highways 2 and 3 near Fort McLeod
- Highway 3 Twinning (From Taber to Burdett)
- Highway 11 Twinning from Red Deer west to Rocky Mountain House
- Highway 16A and Range Road 20 Intersection
- Highway 19 (East and West ends)
- Highway 28 - Detailed design work for safety improvements
- Highway 40 grade widening between Grande Cache and Hinton
- Highway 40 Twinning south of Grande Prairie
- Paving Highway 58
- Highway 60 Capital Improvements
- Highway 63 Twinning North of Fort McMurray
- Highway 201 Bow River Bridge on SE Stoney Trail
- Highway 686 paving between Peerless Lake and Trout Lake and commencing design work to extend the highway from Fort McMurray to Peerless Lake
- Highway 791 North from Highway 590
- Highway 881 safety and roadway improvements

# **PLANNING FOR YOUR COMMUNITY'S FINANCIAL FUTURE**

## **HOW BUDGET 2025 SUPPORTS MUNICIPAL GOVERNMENTS**

# How Budget 2025 Supports Municipalities

## Core Capital Funding for Municipal Governments

\$ millions	2024-25 Budget	2024-25 Estimate	2025-26 Budget	2026-27 Forecast	2027-28 Forecast	Budget 2025 vs. 2024
<b>Provincial Capital Funding</b>						
<b>Programs Available to Most Municipalities</b>						
Local Government Fiscal Framework - Capital	724	724	820	800	871	96
Municipal Water/Wastewater Partnership	66	54	45	67	84	(21)
Water for Life	50	33	51	111	95	1
Strategic Transportation Infrastructure Program	44	34	33	39	55	(11)
Local Growth and Sustainability Grant	20	20	-	-	-	(20)
Green Transit Incentives Program (GreenTRIP)	-	-	3	-	-	3
First Nations Water Tie-In Program	8	2	8	15	27	-
	912	867	960	1,032	1,132	48
<b>Directed Funding Separate from a Formal Funding Program <sup>2</sup></b>						
Edmonton and Calgary LRT (prov. portion)	470	502	372	556 <sup>3</sup>	506 <sup>3</sup>	(98)
Edmonton major roads <sup>4</sup>	108	45 <sup>5</sup>	130	107	85	22
Edmonton Downtown & Coliseum Site Improv.	-	-	6	30	70	6
Calgary Rivers District & Events Centre	102	90	97	66	24	(5)
YYC Rail Connection	2	2	6	-	-	4
Capital Region Wastewater Treatment	10	40	10	-	-	-
Designated Industrial Zone Pilot Project	4	3	18	10	10	14
Sundre Wastewater Treatment Plant	-	-	8	-	-	8
Red Deer Regional Airport Expansion	20	5	4	8	-	(16)
	716	687	651	747	625	(65)
<b>Total Provincial Funding</b>	<b>1,628</b>	<b>1,554</b>	<b>1,611</b>	<b>1,779</b>	<b>1,757</b>	<b>(17)</b>
Year-over-year change in budget			-1%	10%	-1%	
<b>Federal Capital Funding</b>						
<b>This funding is distributed by the province on behalf of the Government of Canada</b>						
Edmonton and Calgary LRT (federal portion)	379	411	400	539 <sup>3</sup>	490 <sup>3</sup>	21
Canada Community Building Fund	266	270	276	276	287	10
Investing in Canada Infrastructure Program	73	71	48	20	1	(25)
Clean Water Wastewater Fund	1	-	-	-	-	1
	719	752	724	835	779	5
<b>Total Provincial + Federal Capital Funding</b>	<b>2,347</b>	<b>2,306</b>	<b>2,335</b>	<b>2,614</b>	<b>2,536</b>	<b>(12)</b>

<sup>2</sup> This category summarizes funding distributed directly to a municipality outside of any formal funding program that municipalities can apply for.

<sup>3</sup> Based on historical breakdowns, ABmunis has made an assumption that the Government of Alberta is responsible for 51% of the Edmonton and Calgary LRT project for 2026-27 and 2027-28 and the Government of Canada is responsible for 49%.

<sup>4</sup> 'Edmonton major roads' includes projects for 50 Street, Yellowhead Trail, Ray Gibbon Drive, and Terwillegar Drive.

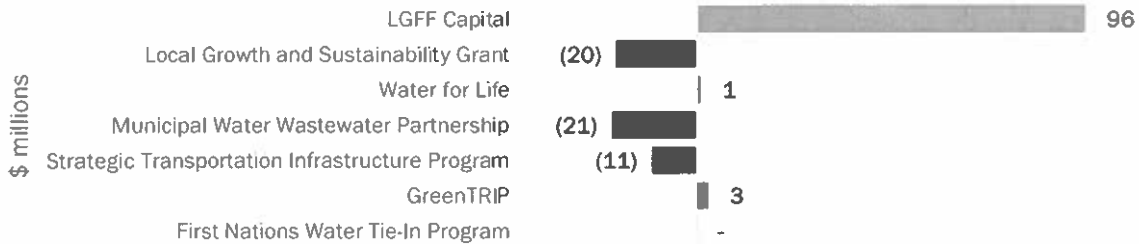
<sup>5</sup> ABmunis noted inconsistencies in reported amounts in the 2025 Fiscal Plan versus the 2025 Government Estimates material.

## Preliminary Analysis on Alberta's 2025 Budget

### Year-Over-Year Change in Budgeted Funding for Municipal Infrastructure Programs

When looking at provincial infrastructure programs that most municipalities can access, those programs will see a collective net increase of \$48 million in funding in 2025-26, largely driven by the legislated increase in the Local Government Fiscal Framework Capital program.

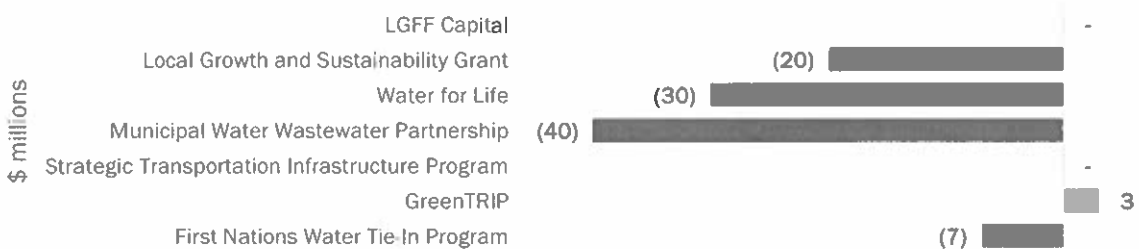
Year-over-year change in budgeted funding from provincial capital programs  
Budget 2025 difference from Budget 2024



### Program funding increased, but was almost \$100 million short of what was forecasted

Funding for provincial capital programs increased to \$960 million, but the 2024 budget forecasted that funding for these programs would be \$1.05 billion in 2025-26. The Local Growth and Sustainability Grant was surprisingly discontinued and funding for water and wastewater infrastructure projects are a combined \$70 million less than what was projected for this year.

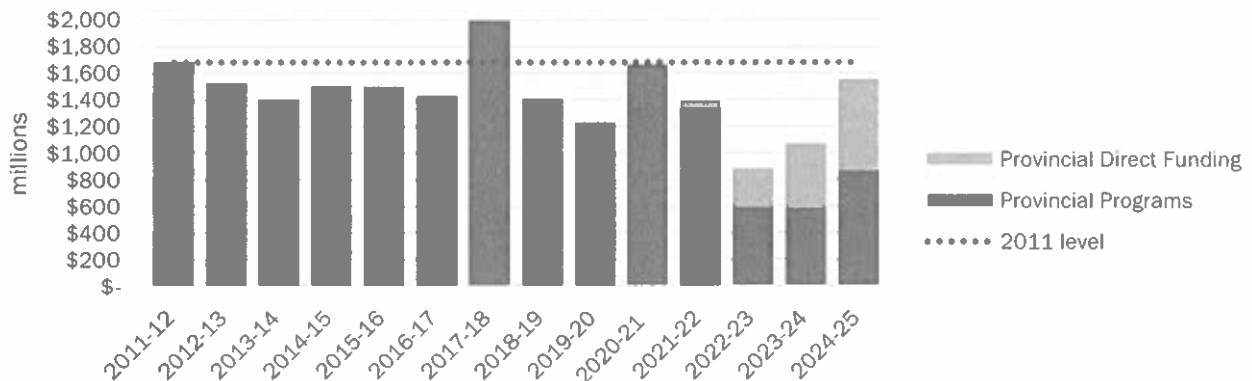
Difference between the 2024 Budget forecast for the 2025-26 year  
versus what was delivered in the 2025-26 budget



### The province is increasingly delivering capital funding to municipalities outside of formal funding programs

#### Provincial Funding for Municipal Infrastructure

(Actuals and year-end estimates; Excludes federal funding managed by the GOA)





## Preliminary Analysis on Alberta's 2025 Budget

### Breakdown of Provincial Capital Funding Programs

#### Local Government Fiscal Framework Capital

This program is allocated to every municipal government and Metis settlement in Alberta through a formula that enables local governments to plan for their financial future.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$724	\$820	\$820	-

- Per the *Local Government Fiscal Framework Act*, the funding amount for LGFF Capital will increase or decrease annually based on changes in the Government of Alberta's actual revenues from three years prior.
- The increase in the budget for 2025-26 reflects the increase in the Government of Alberta's revenue from 2021-22 to the 2022-23 fiscal year.
- In 2026, the funding will drop by \$20 million to \$800 million because the Government of Alberta's revenue declined between the 2022-23 and 2023-24 fiscal years.
- For 2027, the funding is forecasted to increase to \$871 million, but that could change subject to the province finalizing its books for the 2024-25 fiscal year.

#### Alberta Municipal Water/Wastewater Partnership (millions)

This competitive application program is available to municipalities up to 45,000 population.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$66	\$85	\$45	(\$40)

- The 2025 budget of \$45 million is \$21 million less than last year and \$40 million less than what the 2024 budget forecasted for the 2025-26 year.
- The program was underspent by \$12 million in 2024-25.

#### Water for Life (millions)

This competitive application program is available to municipalities up to 45,000 population.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$50	\$81	\$51	(\$30)

- The 2025 budget of \$51 million represents a \$1 million increase over the 2024 budget, but it's \$30 million less than the 2024 budget forecast for the 2025-26 year.
- ABmunis also notes that the program was underspent by \$17 million in 2024-25.

#### Strategic Transportation Infrastructure Program (millions)

This competitive application program provides funding for local airports, bridges, resources roads, and other initiatives. The eligibility for funding depends on the funding stream.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$44	\$33	\$33	-

- The 2025 budget amount is the same as what was forecasted in the 2024 budget for this year.
- The program was underspent by \$10 million in 2024-25.
- Based on funding allocations from 2021 to 2023, ABmunis notes that STIP funding is primarily allocated to municipal districts, counties, and Metis Settlements, with an annual average of 16 per cent of the funding provided to cities, towns, villages, and summer villages.

## Preliminary Analysis on Alberta's 2025 Budget

### Local Growth and Sustainability Grant (millions)

This competitive application program was launched in 2024 to support mid-sized cities with growth pressures and small municipalities experiencing emergency failures in infrastructure.

2024 Budget	Budget 2024 Forecast for 2025	2025 Budget	Change from the Forecast for 2025
\$20	\$20	-	(\$20)

- Launched in October 2024 as a three-year commitment of \$60 million total, ABmunis was surprised to learn that the province has discontinued this program for the 2025-26 year.
- This means that only \$20 million of the original \$60 million commitment will be delivered to municipalities.
- Municipalities that applied for this funding in fall 2024 should expect to learn who receives the funding by March 2025.
- ABmunis is disappointed that the Local Growth and Sustainability Grant has been discontinued because it helped meet the [call by our members](#) for funding that supports high-growth communities.

## Explanation of Federal Capital Funding that is Distributed by the Government of Alberta

Canada Community-Building Fund (CCBF)	<ul style="list-style-type: none"> <li>• CCBF is distributed on a per-capita basis based on census data.</li> <li>• In 2025, \$276 million is available under the CCBF, an increase of \$10 million (3.8 per cent) over 2024.</li> <li>• The \$10 million increase is due to the federal government's two per cent indexation of CCBF each year, which is delivered in \$100 million increments and allocated across all provinces and territories.</li> <li>• This funding is administered under a 10-year agreement between the federal and provincial government.</li> <li>• The CCBF also identifies support for asset management as one of the requirements of the agreement.</li> </ul>
Clean Water Wastewater Fund (CWWF)	<ul style="list-style-type: none"> <li>• This is a historical, temporary program that has expended its funds. No further funding is expected for the CWWF.</li> </ul>
Investing in Canada Infrastructure Fund (ICIP)	<ul style="list-style-type: none"> <li>• All ICIP funds have all been allocated to projects. Any reference to ICIP funds are for re-profiled amounts or carry-overs from prior years projects as they are allocated for construction.</li> <li>• In total, Alberta received \$3.66 billion through ICIP.</li> </ul>
Edmonton and Calgary Light Rail Transit (LRT)	<ul style="list-style-type: none"> <li>• \$1.6 billion in ICIP funding has been allocated over three years (2025-2028) for LRT expansion in Edmonton and Calgary.</li> <li>• ABmunis estimates that \$400 million is being provided by the federal government for these projects in 2025-26.<sup>6</sup></li> </ul>

<sup>6</sup> The Government of Alberta's 2025 Fiscal Plan reports the total expense on Edmonton and Calgary LRT as a combined total of federal and provincial portions. ABmunis relied on details in the Government of Alberta's 2025 Government Estimates report to estimate that \$400 million of the total \$772 million is federal funding.

## Core Operating Funding for Municipal Governments

\$ millions	2023-24 Budget	2024-25 Budget	2025-26 Budget	% Change	Note
Alberta Community Partnership	15.4	15.4	<b>13.4</b>	(13.0%)	1
Emergency Management Preparedness Program	0.2	0.2	<b>0.2</b>		
Family and Community Support Services	105.0	105.0	<b>105.0</b>	-	2
Fire Services Training Program	0.5	0.5	<b>0.5</b>	-	
Grants in Place of Taxes	36.0	38.1	<b>55.3</b>	45.1%	3
Local Government Fiscal Framework Operating	-	60.0	<b>60.0</b>	-	4
Municipal Sustainability Initiative - Operating	60.0	-	-	-	4
Policing Support Grant (formerly MPAG and POG)	98.8	108.8	<b>119.0</b>		5
	<b>315.9</b>	<b>328.0</b>	<b>353.4</b>		

## Notable Funding for Community Entities

\$ millions	2023-24 Budget	2024-25 Budget	2025-26 Budget	% Change	Note
Agricultural Service Boards	11.9	11.9	<b>11.9</b>	-	
Agricultural Societies and Exhibition Grants	11.5	11.5	<b>11.5</b>	-	
Agricultural Societies Infrastructure Revitalization	2.5	2.5	<b>2.5</b>	-	
Community Facility Enhancement Program	50.0	50.0	<b>50.0</b>	-	
Community Initiatives Program	17.5	16.0	<b>14.0</b>	(12.5%)	6
Community Recreation Centre Infrastructure Program	-	10.0	<b>10.0</b>	-	
Library Services - Operating	39.7	39.9	<b>39.9</b>	-	
Legal Aid	134.6	110.0	<b>88.1</b>	(19.9%)	
Regional Economic Development Alliances	1.1	1.1	<b>1.1</b>	-	
	<b>268.8</b>	<b>252.9</b>	<b>229.0</b>		

### Notes

1. The budget for the Alberta Community Partnership was reduced by \$2 million, reflecting the province's decision in fall 2024 to eliminate funding to the Calgary Metropolitan Region Board and the Edmonton Metropolitan Region Board.
2. Since 2023, the province has included funding for Food Banks in the budget line item of Family and Community Support Services (FCSS). The figures reported by ABmunis exclude that amount for transparency to show what portion municipalities receive for FCSS.
3. The Grants in Place of Taxes (GIPOT) funding increased from \$36 million to \$38.1 million in 2024-25, which was due to rising property values plus new provincial properties. Based on advocacy by ABmunis and our members, the province has announced a plan to fully fund GIPOT by 2026-27. For 2025-26, GIPOT will be funded at 75 per cent of the eligible tax amount and is forecasted to increase to \$75.3 million in 2026-27 when the program is funded at 100 per cent.
4. In 2024, MSI Operating was replaced by the Local Government Fiscal Framework (LGFF) Operating program at the same \$60 million budget, which has been continued for 2025 as well. In 2024, Municipal Affairs froze the allocations by municipality at the 2023 funding allocations set under the former MSI Operating formula. The plan for the 2025 LGFF Operating allocation formula is likely to be announced shortly.
5. The Policing Support Grant is for any municipality with a population over 5,000 that provides their own police service and was eligible for the former Municipal Policing Assistance Grant and Police Officer Grant.
6. ABmunis is concerned with the 12.5 per cent decrease in the Community Initiatives Program, as the reduction in funding support for community organizations will put further pressure on councils to increase property taxes to fund their local organizations.

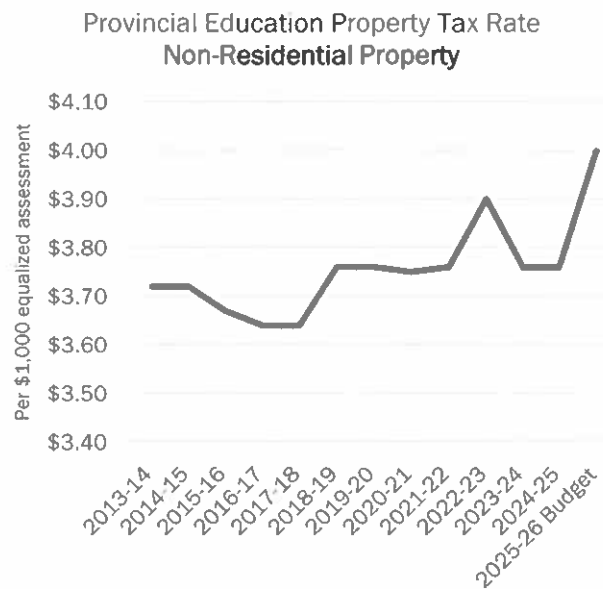
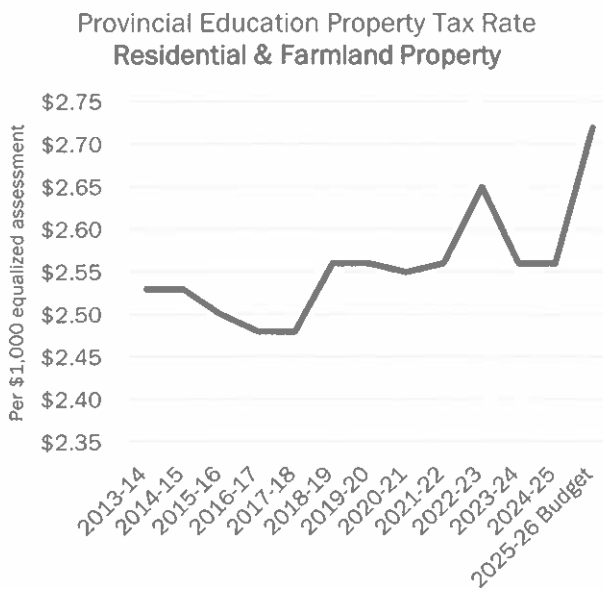
# Provincial Education Property Tax

Over the last decade, the Government of Alberta has frequently changed its approach to how it determines the amount of provincial education property taxes to be collected from Alberta's property owners.

	Adjust the mill rates to cover a target % of the K-12 budgeted operating expense	Freeze the mill rates to match the previous year	Adjusted the mill rates to match the previous year's tax revenue amount
2015-16	✓ (32% target)		
2016-17	✓ (32% target)		
2017-18		✓	
2018-19			✓
2019-20		✓	
2020-21			✓ <sup>7</sup>
2021-22			✓
2022-23			✓
2023-24			✓
2024-25		✓	
2025-26	✓ (31.6% target)		
2026-27 Plan	✓ (33.3% target)		

## A shift in tax revenue from personal income taxes to property tax

The Government of Alberta has pivoted again to announce a new strategy to structure provincial property taxes to generate tax revenue that is equivalent to one-third of the operating cost for the Ministry of Education by 2026-27. To meet this goal, the province is increasing the provincial tax rate on residential and farmland properties by 6.3 per cent and increasing the rate on non-residential property by 6.4 per cent in 2025-26.



<sup>7</sup> Budget 2020 set a plan to set the requisition amount based on Alberta's population growth and inflation but shortly after the release of the budget, the province reverted to freeze the revenue amount to the 2019-20 year due to the economic impact of the COVID-19 pandemic.

## Preliminary Analysis on Alberta's 2025 Budget

### Increase in provincial property tax to help fund K-12 education costs

Since 2014-15, the province's revenue from provincial property taxes represented an average of 30.3 per cent of the operating costs for K-12 education. Based on estimates for 2024-25, the ratio is currently at 28.9 per cent and the province's planned tax increase will bring that ratio to 31.6 per cent of the Ministry of Education's operating cost in 2025-26.<sup>8</sup>

An additional 10 per cent increase in provincial property taxes is planned for 2026-27 to reach the target revenue of \$3.4 billion equivalent to one-third of the Ministry of Education's operating costs.

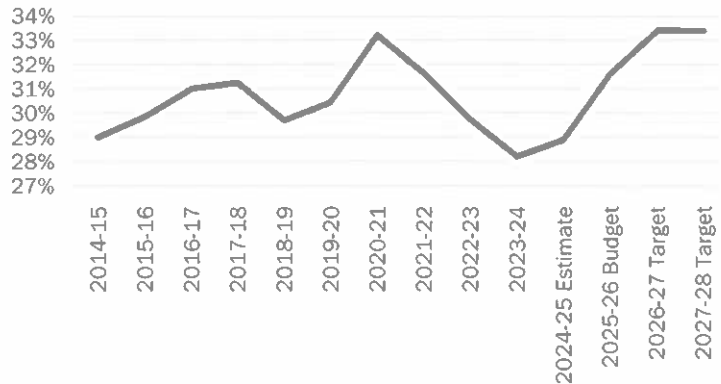
The combination of the tax rate increase plus new development in Alberta is budgeted to increase the province's revenue from property taxes by \$392 million, with total provincial property tax growing from \$2.7 billion in 2024-25 to \$3.1 billion in 2025-26. This is a substantial change from previous years where the province maintained a stable approach to its reliance on property taxes.

### Municipal councils will be challenged by the increase in provincial property tax rates

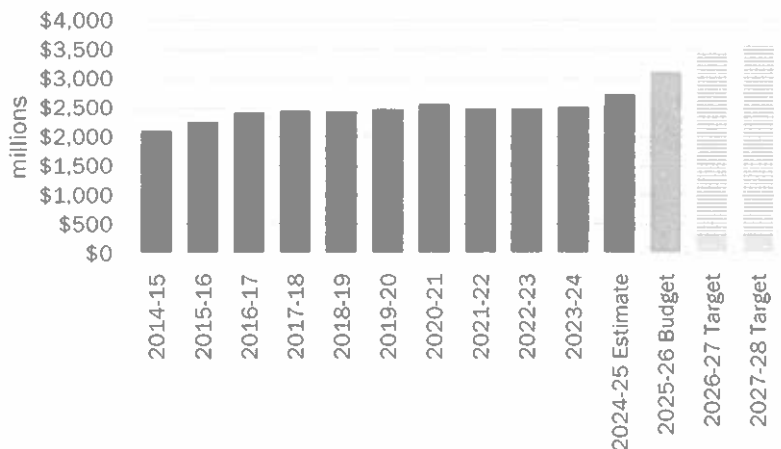
Municipal councils are always aware that the Government of Alberta may increase provincial property taxes, but we had no forewarning of the province's plan to substantially increase its reliance on property taxes to fund its revenue needs. As always, municipal governments will be responsible to collect this tax on behalf of the Government of Alberta and as a result, will wear much of the political blame for this tax increase.

Now that the province has released their budget, municipalities will finalize their 2025 budget and set their municipal tax rates for the 2025 year. Due to the increase in provincial property taxes, councils will face political pressure to limit any future increase in municipal property taxes, despite the long-term needs of their community. This will likely result in lower service levels in many communities and/or deferred maintenance of local infrastructure.

Provincial Education Property Tax Revenue as a % of the Operating Expense for K-12 Education



Provincial Property Tax Revenue



\$ millions	2023-24 Actual	2024-25 Estimate	2025-26 Budget	2026-27 Forecast	2027-28 Forecast
Provincial education property tax	2,504	2,732	<b>3,124</b>	3,435	3,576
Year-over-year change (%)		9.1%	<b>14.3%</b>	10.0%	4.1%

<sup>8</sup> The spike in 2020-21 is a combination of the reduction in operating costs for K-12 education from \$8.1 billion in 2019-20 to \$7.7 billion in 2020-21 and an \$84 million increase in provincial property tax revenue that year.

# **GOOD TO KNOW**

## **AN OVERVIEW OF ALBERTA'S 2025 FISCAL PLAN**

# An Overview of the 2025 Fiscal Plan

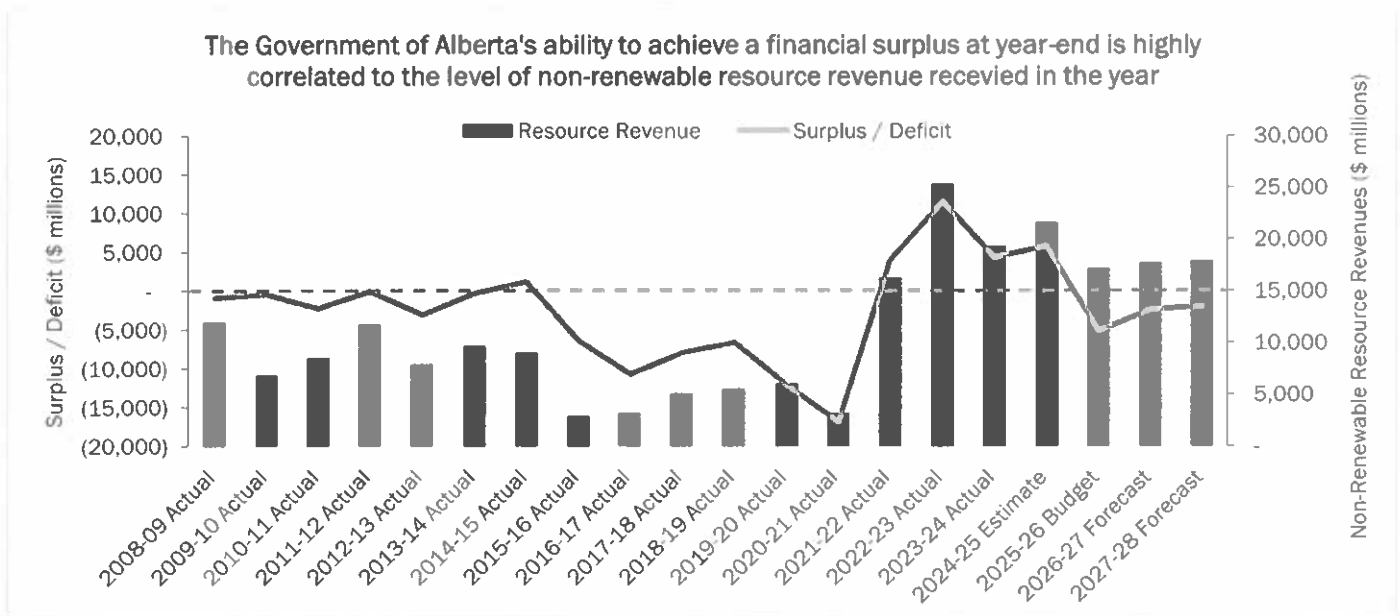
The Government of Alberta is projecting a \$5.2 billion deficit in 2025-26. This is following surpluses of \$4.3 billion in 2023-24 and \$5.8 billion (forecasted) in 2024-25. The 2024-25 surplus can be attributed to significantly higher investment income (+58 per cent) and non-renewable resource revenue (+34 per cent) than initially budgeted.

'Cautious' and 'uncertain' best describe the Government of Alberta's budget situation due to reliance on non-renewable natural resource revenue to drive its surplus or deficit position and the United States (US) being Alberta's most important trade partner. While the Government of Alberta is touting a strategy to dramatically grow the Heritage Savings Trust Fund to \$250 billion by 2050, it is also projecting lower revenues over the next three years compared to the 2024-25 forecast. This is in part due to the introduction of an 8 per cent tax bracket for personal income up to \$60,000, which is projected to reduce tax revenue by \$1.2 billion.

Even with Alberta's population growth expected to start to wane in 2025, population increases of 159,000 in 2023 and 189,000 in 2024 are putting tremendous strain on infrastructure and provincial services. In the coming years, challenging decisions will need to be made regarding the services levels Albertans expect, the property tax increases required to sustain their communities, and provincial operational and capital investment required to meet expectations.

## Non-Renewable Natural Resource Revenue Determines Surplus or Deficit

The graph below shows the trend of non-renewable resource revenues in comparison to the Government of Alberta's year-end operational surplus or deficit. The trend shows the direct correlation between the provincial government's financial position and the volume of non-renewable resources earned year-to-year. The 10 per cent energy tariffs expected to be imposed by the US are expected to be detrimental to Alberta, but the impact should be somewhat buffered by Canada's weak dollar and the lack of substitutes for Canadian oil in US markets.



Source: Government of Alberta's 2025-28 Fiscal Plan, Schedule 25: Historical Fiscal Summary, page 157.

## Manufacturing and Agricultural Sectors to Face 'Head Winds'

Alberta's manufacturing and agricultural sectors are expected to be 'hit hard' by US-imposed tariffs. In 2024, Alberta exported \$32 billion worth of manufactured goods to the US, comprising nearly three-quarters of its total international manufacturing exports. And unlike energy products, manufactured goods tend to be greatly affected by tariffs due to the ready availability of domestic substitutes in the US. Crop and livestock export volumes are expected to decrease, shrinking these sectors of the Alberta economy.

## Preliminary Analysis on Alberta's 2025 Budget

### Municipal Governments Need a Bigger Piece of the 'Fiscal Pie'

Funding provided to municipalities via the Local Government Fiscal Framework (LGFF) is directly tied to the provincial government's revenues. With 2025-26 projected revenues being less than what was forecasted in 2024-25, municipalities stand to receive less financial support while needing to provide more to their communities. This context is particularly important as the Government of Alberta has formalized how it will allocate future cash surpluses as part of the *Sustainable Fiscal Planning and Reporting Act*, which primarily directs it to the Heritage Fund or repaying maturing debt.

ABmunis will be advocating for the Government of Alberta to engage municipalities in frank discussions about how it allocates funds, including future cash surpluses, to ensure the sustainability of municipal tax rates, infrastructure, and service delivery. This is further highlighted in Municipal Affairs' expenditures, as a percentage of the Government of Alberta's total expenditures, which have been decreasing year-to-year since 2011-12.

## Statement of Operations

\$ millions	2023-24 Actual	2024-25 Estimate	2025-26 Budget	2026-27 Forecast	2027-28 Forecast
<b>Revenue</b>					
Personal income tax	15,160	16,120	<b>15,510</b>	16,271	16,981
Corporate income tax	7,044	7,351	<b>6,764</b>	6,938	7,254
Other tax revenue	4,543	5,995	<b>6,563</b>	6,941	7,156
Resource revenue	19,287	21,509	<b>17,067</b>	17,620	17,815
Investment income	4,581	5,171	<b>2,882</b>	3,135	3,467
Premiums, fees, and licenses	5,565	5,565	<b>5,636</b>	5,874	6,032
Other own-source revenues	6,216	6,022	<b>6,428</b>	6,859	7,037
Federal transfers	12,336	12,958	<b>13,287</b>	13,753	14,228
Total revenue	74,732	80,692	<b>74,138</b>	77,390	79,969
<b>Health</b>	27,447	29,815	<b>30,465</b>	30,982	32,121
Basic/Advanced education	16,359	17,423	<b>18,069</b>	18,426	18,880
Social services	8,035	8,487	<b>9,163</b>	8,751	8,780
Other program expenses	15,829	16,371	<b>19,059</b>	18,785	18,995
Total program expense	67,670	72,096	<b>76,756</b>	76,944	78,776
Debt servicing costs	3,149	3,199	<b>2,968</b>	3,258	3,629
Pension provisions	(372)	(363)	<b>(375)</b>	(384)	(389)
Total expense	70,447	74,932	<b>79,349</b>	79,818	82,016
Surplus / (Deficit)	4,285	5,760	<b>(5,211)</b>	(2,428)	(2,047)

Source: Alberta's 2025-28 Fiscal Plan, Schedule 25: Historical Fiscal Summary, page 157.

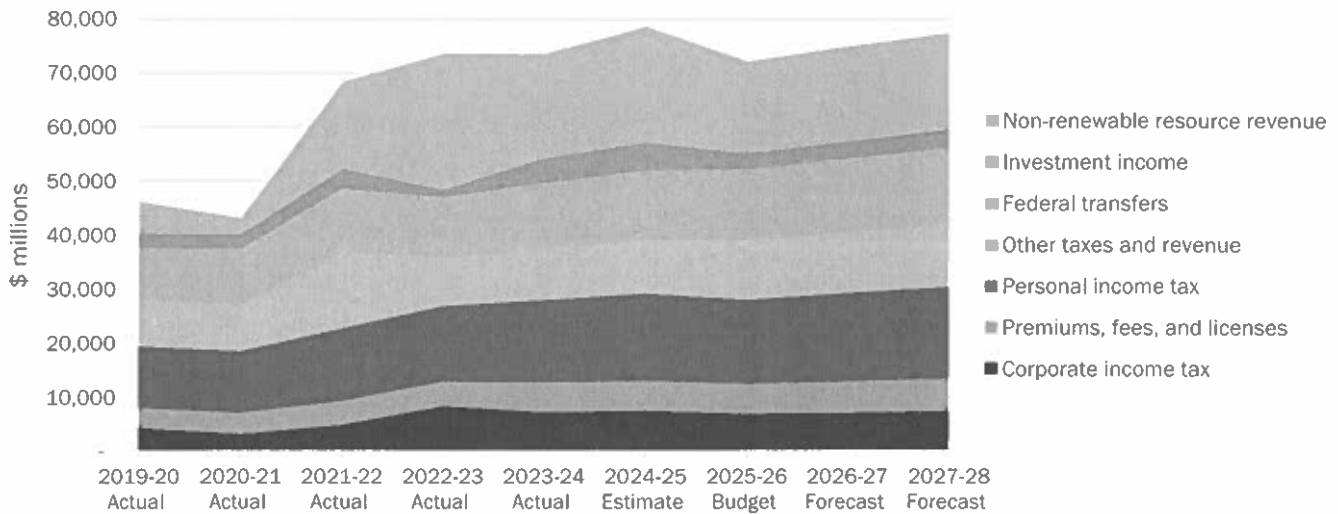
## Revenues

Total revenues are forecasted to be \$74.1 billion in 2025-26, a decrease of one per cent from the 2024-25 budget. In 2025-26, 23 per cent of total government revenue is estimated to come from non-renewable resource revenues, with another 20 per cent coming from personal income tax. After 2025-26, revenue sources are predicted to remain stable or increase nominally, apart from personal income tax revenue, which will increase by 4 to 5 per cent year over year.



## Preliminary Analysis on Alberta's 2025 Budget

Government of Alberta revenues by source



## Expenditures

Total expenditures for 2025-26 are projected to increase by \$6.167 billion compared to the 2024-25 budget, which is an 8.4 per cent increase. Specifically, the Government of Alberta is projecting to spend more on:

- Healthcare (5 per cent),
- K-12 education (7 per cent),
- Social services ministries (10 per cent),
- Other Ministries / Legislative Assembly (8 per cent),
- Total operating expense (7 per cent),
- Amortization / inventory consumption / loss on disposals (9 per cent), and
- Contingency (100 per cent).

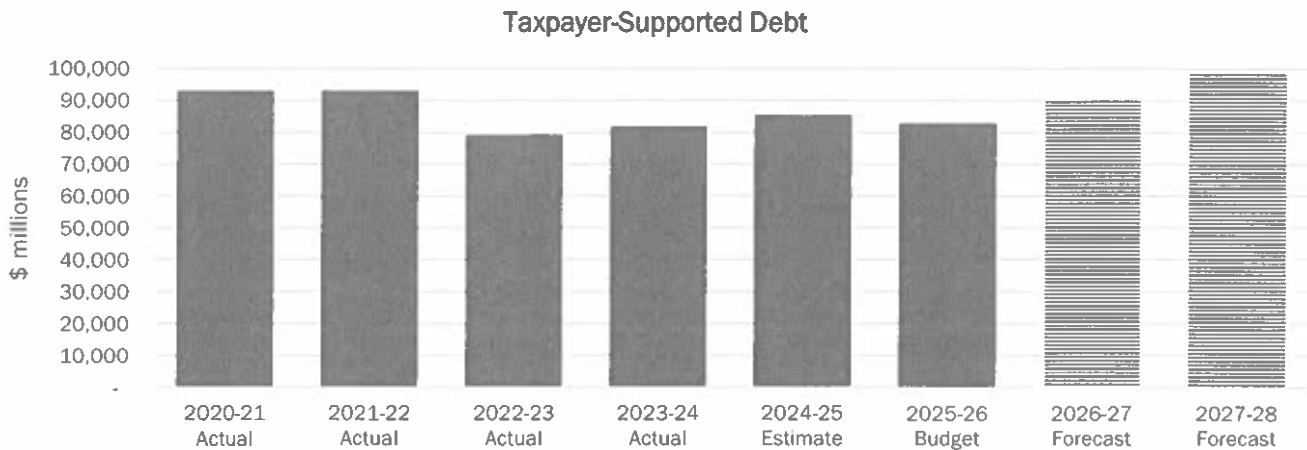
Notably, the very substantial increase to the contingency expenditure line is in response to the potential impacts of US-imposed tariffs and potential challenges related to compensation agreements being negotiated across government. The government also plans to spend 12 per cent less on debt servicing.

## Taxpayer-Supported Debt and Debt Servicing Costs

Debt servicing costs are forecast to decrease by \$200 million in 2025-26 to \$3 billion. This is largely attributed to the gradual reduction in interest rates by the Bank of Canada starting in 2024.

Taxpayer-supported debt is estimated to be \$85.4 billion at the end of 2024-25 and \$82.8 billion at the end of 2025-26. This debt is expected to increase year-to-year as a result of deficit positions forecasted in future years.

## Preliminary Analysis on Alberta's 2025 Budget



### Contingency for Disasters

A total expense contingency provision of \$4 billion has been included in *Budget 2025*. This is an increase of \$2 billion to address unanticipated spending, including compensation pressures, emergencies, and emerging priorities that may arise during the year and that are not practical to delay until the next budget. This increase helps the government manage potential U.S. trade tariffs, economic fluctuations, and unexpected expenses. It also accounts for compensation agreements across public sectors like healthcare and education.

Future contingency levels are set at \$3.3 billion in 2026-27 and \$3.7 billion in 2027-28.

### Key Energy and Economic Assumptions

\$ millions	2024-25 Estimate	2025-26 Forecast	2026-27 Forecast	2027-28 Forecast
<b>Crude Oil Prices</b>				
WTI (US\$/bbl)	74.00	<b>68.00</b>	71.00	71.50
Light-Heavy Differential (US\$/bbl)	13.20	<b>17.10</b>	16.50	15.60
WCS @ Hardisty (Cdn\$/bbl)	84.70	<b>73.10</b>	75.80	75.80
<b>Natural Gas Price</b>				
Alberta Reference Price (Cdn\$/GJ)	1.20	<b>2.50</b>	3.10	2.90
<b>Production</b>				
Conventional Crude Oil (000s barrels/day)	528	<b>519</b>	512	504
Raw Bitumen (000s barrels/day)	3,455	<b>3,558</b>	3,689	3,752
<b>Interest Rates</b>				
10-year Canada Bonds (%)	3.30	<b>3.10</b>	3.10	3.10
<b>Exchange Rate (US\$/Cdn\$)</b>				

Source: Alberta's 2025-28 Fiscal Plan, Energy and Economic Assumptions, page 10.

## Ministry Highlights

All expense figures presented in the following tables are sourced from the Government of Alberta's 2025-26 Fiscal Plan, Schedule 3: Statement of Operations, page 144.

### Advanced Education

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	6,823	7,049	7,342	<b>7,411</b>	7,411	7,411

- The ministry's budget will increase by 5 per cent in 2025-26.
- \$78 million per year will be invested over the next three years to create more seats in apprenticeship classes across the province to build skilled trades that will respond to the needs of industry and connect Albertans with jobs.
- \$4 million is allocated to the First Nations Colleges Grant, which is distributed equally across five colleges in rural and remote Indigenous communities.

### Affordability and Utilities

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	127	92	132	<b>168</b>	169	166

- Affordability and Utilities is exploring rate design changes to ensure distribution costs are more consistent across the province.
- The Ministry will be implementing the Natural Gas Rebate Program, which is intended to protect Albertans from spikes in natural gas prices.

### Agriculture and Irrigation

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	2,650	993	2,066	<b>984</b>	995	927

- Total expense is estimated at \$984 million, \$1,082 million lower than the 2024-25 third quarter forecast. This is primarily due to \$1,112 million in 2024-25 in-year disaster assistance that does not continue in 2025-26.
- \$9 million is allocated over three years for the University of Calgary Veterinary Medicine to improve access to diagnostic services.

### Arts, Culture and Status of Women

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	262	260	251	<b>226</b>	212	220

- Despite the 13.9 per cent overall decrease in the Ministry's budget:
  - Operating expenses will increase by \$11 million.
  - Federally-funded initiatives under the National Action Plan to End Gender-Based Violence will receive an additional \$12 million.
  - The Alberta Foundation for the Arts will see a \$4.5 million funding boost.
  - Non-profit organizations will have access to \$84.6 million through community grants programs; this is an increase 11.6 per cent from the 2024-25 budget.
- These increases are offset by a \$36 million reduction in capital grants.

## Children and Family Services

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,606	1,498	1,504	<b>1,595</b>	1,645	1,650

- The total expense for this Ministry will increase by \$91 million, or 6.1 per cent from the 2024-25 estimate.
- Most of the increases are for child intervention and Alberta Child and Family Benefit payments.
- Child intervention funding is increasing by \$58 million (6.5 per cent), to \$957 million in 2025-26; this is primarily to support contracted agencies facing recruitment challenges and rising costs.
- An additional \$19 million over three years is allocated to women's shelters to support increasing demand and higher costs.
- In 2025-26, \$67million is allocated to Family Resource Networks to develop and deliver prevention and early intervention programming; this is the same as in 2024-25.
- The Alberta Child and Family Benefit, a non-taxable benefit supporting child well-being, addressing child poverty, and improving the quality of life for children and families, is budgeted at \$375 million in 2025-26, an increase 8.4 per cent over 2024-25 due to indexed increases and anticipated population growth.
- The province has also instituted a new policy that extends access to Alberta Child and Family Benefit payments when a child has passed away.

## Education

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	9,393	9,759	9,972	<b>10,398</b>	10,791	11,213

- The Ministry's overall budget will increase by 6.5 per cent, rising from \$9.7 billion in 2024-25 to \$10.4 billion in 2025-26, with projected growth to \$11.2 billion by 2027-28.
- Operating expenses will increase by \$426 million, 4.5 per cent from 2024-25 and are expected to grow at a rate of 4.1 per cent annually, reaching \$825 million by 2027-28.
  - \$55 million is allocated in 2025-26 to address classroom complexity, including hiring specialists, and training and development to improve access to educational assistants.
- A significant portion of the budget is being allocated for the design and construction of new schools and the modernization of existing ones.
  - The 2025-26 budget allocates \$789 million for the construction of school facilities in 2025-26, with 3.3 billion in capital investment being allocated over three years for the maintenance, planning, and development of new schools.
  - Budget 2025-26 also includes \$8.6 billion for the New School Construction Accelerator Program Funding that will support approximately 150,000 new student spaces, with 90,000 expected to be completed within the next four years.

## Energy and Minerals

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	965	1,041	1,057	<b>1,122</b>	991	1,014

- Royalties from bitumen and crude oil are expected to decrease, while royalties from natural gas are expected to increase.
- \$145 million is allocated to the Orphan Well Association to support continued remediation of orphan wells.

## Environment and Protected Areas

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	465	557	458	570	523	537

- The Ministry's budget will increase by 2.3 per cent, rising from \$557 million in 2024-25 to \$570 million in 2025-26.
- Budget highlights include revised revenue forecasts for the Technology Innovation and Emissions Reduction Fund (TIER):
  - TIER revenue is estimated at \$397 million, compared to \$542 million in Budget 2024, and is expected to further decrease in 2026.
  - This fund implements Alberta's industrial carbon pricing and emissions trading framework.
  - It also supports industrial facilities in reducing emissions, investing in clean technology, and improving cost efficiency.
- \$5.4 million in annual funding is being added to support the expansion of the Aquatic Invasive Species Program, which manages and prevents the entry of species like zebra mussels and goldfish from entering Alberta's water system.
- Water management remains a key priority in the 2025-26 budget:
  - The Department of Environment and Protected Areas will review and assess current water conservation processes. This work is expected to be completed by December 2026, which is timely as ABmunis recently updated our [2024 Water Conservation, Efficiency, and Productivity plan](#).
- \$40 million is allocated for caribou recovery planning and actions in 2025-26 to maintain and improve caribou habitat while supporting economic, recreational, and traditional land uses. This is a 4.9 per cent increase from 2024-25 budget allocation.
- \$22.2 million is allocated to conservation programs including \$10 million from the Land Stewardship Fund in 2025-26 to support the conservation and stewardship of land in Alberta. This is consistent with 2024-25 budget allocation.
- \$18.1 million is allocated to effectively anticipate, respond to, and mitigate the impact of adverse environmental events or emergencies in 2025-26. This is a significant decrease of 62 per cent in funding from the 2024-25 allocation of \$47.7 million
- ABmunis values its partnership, funded through TIER, with the Government of Alberta to support practical action on sustainable environment practices through several programs delivered by the Municipal Climate Change Action Centre (MCCAC).

## Executive Council

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	48	63	62	67	67	67

- This Ministry's budget will increase by 6 per cent in 2025-26 as it continues to lead the coordination and advancement of Alberta's priorities relating to other governments across Canada and internationally.
- Notable initiatives include:
  - Building and maintaining strong relationships with priority international partners, particularly with national- and state-level officials in the United States, and key markets in Latin America, the Indo-Pacific region, the Middle East, and Europe.
  - Supporting Invest Alberta Corporation's (IAC) governance in collaboration with other Ministries to lead investment attraction into Alberta and to fulfil its mandate as described in the Alberta Investment Attraction Act.
- The budget for the Premier's office will increase by nearly \$5 million or 23 per cent.

## Forestry and Parks

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,166	410	1,116	403	405	395

- The Ministry's budget for 2025-26 is \$403 million, which is a 14.8 per cent increase from the 2024-25 allocation of \$351 million.
- \$30.7 million is allocated to support wildfire mitigation initiatives.
- \$2.1 million is allocated to modernize wildfire applications.

## Health

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	22,091	22,602	23,695	24,037	24,557	25,724

- Budget 2025 supports the ongoing refocusing of the health care system, including the creation of four new provincial health agencies:
  - Recovery Alberta (overseen by the Minister of Mental Health and Addiction, operational September 2024)
  - Primary Care Alberta (overseen by the Minister of Health, operational February 2025)
  - Acute Care Alberta (overseen by the Minister of Health launched February 2025)
  - Assisted Living Alberta (overseen by the Minister of Seniors, Community and Social Services) launching April 1, 2025)
- Alberta's growing population is creating fiscal challenges for the health system. This includes growth in the elderly population that consumes the largest portion of health services, as well as increasing patient complexity, rising wages for health care workers, and inflationary pressures on supplies and utilities.
- In 2025-26, health operating expense will increase by \$990 million (5.7 per cent) from Budget 2024, with \$26 million of this increase offset by higher federal transfers.
- Other increases in 2025-26 include \$451 million for physician compensation and \$513 million for Alberta Health Services cost pressures, mainly due to higher volume and inflation.
- \$44 million is allocated to the Physician Training Expansion Program. This program is delivered through rural training centres and provides rural, Indigenous, and other learners with increased access to medical education in rural areas.
- \$2 million is allocated in 2025-26 for the expansion and upgrades of Keyano College to provide training for in-demand programs like nursing and paramedicine.
- The province is also adding 439 additional spaces for certification and licensing of internationally educated nurses.
- \$20 million in 2025-26 will be invested in the Nurse Practitioner Primary Care Program to improve access to primary health practitioners in urban and rural communities across Alberta.
- \$60 million, including \$40 million in new funding, is allocated to the Emergency Medical Services (EMS) Vehicles Capital Program to purchase new EMS vehicles and ambulances, upgrade the existing fleet, and acquire additional equipment.
- A total of \$3.8 billion in health capital funding will be invested over the next three years to maintain or expand health care facilities in Alberta.
  - This includes \$265 million for the Alberta Surgical Initiative (ASI) capital program to increase physical capacity for surgical procedures. ASI funding will be used to build more operating rooms, renovate existing space, and purchase new equipment for publicly owned and operated hospitals.

## Immigration and Multiculturalism

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	39	42	40	42	42	42

- Total expense (all operating) is \$42 million in 2025-26, an increase of almost \$2 million from the 2024-25. This is mainly due to a 79 per cent increase in application fees paid by applicants to the Alberta Advantage Immigration Program and the introduction of new fees for International Qualifications Assessment Services.
- A decline in the number of immigrants is expected as a result of recent federal policy changes.
- Support for Newcomer Integration is forecasting support for up to 16,000 individuals, a decrease from 20,652 individuals in 2023-24.

## Indigenous Relations

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	225	220	237	238	237	238

- Indigenous Relations' work involves leading the facilitation of cross-government collaboration with municipalities, utility commissions, and industry for projects, programs, and services that support Indigenous communities. The Ministry also responds to federal Indigenous initiatives and legislation, including Jordan's Principle.
- The Alberta Indigenous Opportunities Corporation (AIOC) is a provincial corporation that enables access to capital funding for Alberta-based Indigenous groups investing in medium- to large-scale natural resources, agriculture, transportation, and other related infrastructure. AIOC had an increase in funding of \$0.5 million.

## Infrastructure

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	862	885	944	921	952	933

- Under the School Accelerator Program, Infrastructure is committed to constructing up to 30 new schools.
- ABmunis has an active resolution on school site servicing costs.
- There are concerns from municipalities that if they do not have a serviced site prepared, they will miss out on funding for a new school.

## Jobs, Economy and Trade

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,558	1,862	1,949	2,315	1,767	1,773

- \$95 million is allocated to the Alberta Film and Television Tax Credit, a \$10 million decrease from 2024-25.
- \$15 million is allocated to the Investment and Growth Fund.
- \$3 million is for the North Regional Economic Development
- \$1.6 billion is allocated to increase access to affordable, high-quality, and inclusive licensed childcare and \$324 million to support the recruitment and retention of early childhood educators working in licensed child care.
  - Forecasted childcare expenses include a decrease of \$492 million by 2027-28, reflecting provincial investment to support the childcare system while preparing to negotiate a renewed funding agreement with the federal government. The results of these negotiations could impact Alberta's future funding levels,

## Preliminary Analysis on Alberta's 2025 Budget

### Justice

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	659	691	694	<b>707</b>	716	711

- Court and Justice Services operating expenses are \$276 million, an increase of \$12 million (4.5 per cent) from 2024-25, to address higher volumes of court cases and to improve capacity to hear criminal and family matters in a timely and appropriate manner.
- Funding for Alberta Crown Prosecution Services is \$147 million in 2025-26, an increase of \$8 million (5.8 per cent) from 2024-25. The increase supports a new Human Trafficking Unit which aims to hold perpetrators accountable; disrupt and dismantle human trafficking enterprises; and hire specialized resources to manage and support the growing volume of prosecutions. Funding will also address growth in criminal and youth prosecutions.
- The government is also working with the Alberta Law Foundation to increase its contribution to Legal Aid Alberta. While the provincial grant to Legal Aid Alberta is decreasing in 2025-26 by \$22 million or 20 per cent, current service levels will be maintained as a result of increased contributions from the Alberta Law Foundation.

### Mental Health and Addiction

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,588	1,862	1,949	<b>2,315</b>	1,767	1,773

- Mental Health and Addiction operating expense has increased by \$64 million (4 per cent) from 2024-25, due mainly to higher demand for services due to population growth.
- Operating expense is targeted to increase by another \$79 million over two years to:
  - Implement the involuntary treatment framework, Recovery Alberta services, and 11 new voluntary recovery communities that will be operational by 2027. This includes five recovery communities in Indigenous communities. Three communities, with a total of 200 beds, have already been completed in Red Deer, Lethbridge and Gunn. The Calgary Recovery Community is scheduled to open in 2025.
  - Expand mental health classrooms from 20 to 60 for clinical support to students with complex mental health needs.
- \$207 million is allocated over three years for the development of specialized secure mental health and addiction facilities to provide involuntary care for adults and youth suffering from mental health or addiction issues who are a danger to themselves or others.
- \$4 million will be invested in 2025-26 to add additional mental health professional spaces in Alberta's post-secondary institutions. The Mental Health Professionals Enrollment Expansion Grant will support 12 institutions to create 761 new seats in high-demand mental health programs.
- \$61.9 million is allocated to improving access to mental health and addiction treatment services in police and correctional settings to help facilitate recovery for individuals interacting with the justice system.

### Municipal Affairs

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	989	1,287	1,311	<b>1,388</b>	1,377	1,475

- Key announcements by Municipal Affairs are covered in the above sections of this report.



## Public Safety and Emergency Services

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	1,494	1,279	1,460	1,350	1,367	1,366

- Total expense for Public Safety and Emergency Services is \$1.35 billion in 2025-26, \$110 million (7.5 per cent) lower than the estimated expense for 2024-25. This is mainly due to \$163 million in 2024-25 in-year emergency expense that does not continue in 2025-26 (partly offset by increases of \$46 million in operating expense and \$7 million in capital grants).
- A \$46 million increase in Ministry operating expense includes:
  - \$7 million for 911 call centres offset by the 911 levy.
  - \$2 million from the federally funded Gun and Gang Violence Action Fund (less \$1 million in reductions and transfer to capital investment).
  - \$24 million to secure the Alberta-US border. A new Interdiction Patrol Team will combat drug smuggling, gun trafficking, illegal border crossing and other illegal activities. This team will include Peace Officers to enforce Criminal Code and provincial statutes along the international border.
- \$12 million is allocated to the Victims of Crime Assistance Program in 2025-26 to facilitate direct and timely supports and services to victims, including emergency expenses and recovery. \$26.8 million is committed to external partner organizations that provide supports and services to victims of crime and tragedy, including the implementation of the new victim service delivery model.
- Alberta Emergency Management Agency operating expense is \$84 million in 2025-26, \$3 million (3.7 per cent) higher than forecast in 2024-25, mainly for disaster risk reduction, public education, and grants for specialty teams in emergency management.
- Budget 2025 also allocates funding over three years to support ongoing projects and programs and to fund new measures aimed at mitigating hazards from natural disasters. This includes:
  - \$155 million for Flood Mitigation projects, with \$12 million in new funding to advance planning and regulatory approval processes to mitigate flood and drought hazards in the Bow River basin.
  - \$47 million in capital support for wildfire management.
  - \$20 million to enhance Public Safety and Emergency Infrastructure, including \$1.6 million to design and procure a mobile air monitoring lab to respond to emergency air monitoring requests.

## Seniors, Community and Social Services

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	8,929	9,590	9,770	10,603	10,712	10,867

- Total expense in 2025-26 is \$10.6 billion, an \$833 million (8.5 per cent) increase from the 2024-25 estimate, due mainly to the impact of population growth on core social programs and continuing care, a short-term bump in estimated need for support programs from potential US tariffs, and steadily rising capital grants for housing programs.
- Funding for Family and Community Support Services (FCSS) remains flat at \$105 million.
- Assisted Living Alberta operating expense is \$3.8 billion in 2025-26, an increase of \$184 million (5 per cent) from 2024-25 primarily from population growth.
- Federal funding of about \$40 million per year for the next three years is forecast under the Aging with Dignity agreement. This funding enables seniors to receive home care and supports to age well at home; innovation in community care; and higher quality facility-based care in their community. The funding also supports wage enhancements for Personal Support Workers and should lead to improved outcomes in a growing segment of the continuing care sector.
- Employment and Income Support expense is estimated at \$1.255 billion in 2025-26, an increase of \$258 million (26 per cent) from the 2024-25 estimate. The increases are driven mainly by the significant population growth in 2023 and 2024 that was not fully anticipated during Budget 2024 planning. \$38 million has been added in 2025-26 in anticipation of potential US tariffs.

## Preliminary Analysis on Alberta's 2025 Budget

- Funding for the Assured Income for the Severely Handicapped (AISH) program is \$1,641 million in 2025-26, a net decrease of \$49 million (2.9 per cent) from the 2024-25 estimate.
- Funding is also allocated to prepare for the new Alberta Disability Assistance Program set to launch in 2026, including expansion of funding for employment supports for disabled Albertans.
- Other disability services programs are budgeted at \$1.71 billion, an \$86 million increase from 2024-25, with grants under the Persons with Developmental Disabilities increasing by \$73 million, Family Support for Children with Disabilities expense increasing by \$9 million, and program support up \$4 million. Increases are driven by caseload pressures.
- Support to lower-income seniors through Alberta Seniors Benefits is increasing by \$33 million (6.5 per cent) in 2025-26, to \$540 million, and reaches \$619 million by 2027-28, due to growth in the seniors' population and annual rate escalation.
- In 2025-26, \$212.7 million is allocated to support homeless shelters, Navigation and Support Centres, and housing and supports programs to assist Albertans experiencing homelessness.
- Alberta Social Housing Corporation (ASHC) expense is increasing by \$245 million (62.0 per cent) in 2025-26, to \$641 million, with most of the increase due to a \$221 million increase in capital grants. Capital grant programs include \$767 million over three years to expand housing options for seniors, families, and individuals under the Affordable Housing Strategy; support for Indigenous housing; and \$50 million per year for lodges.
- ASHC operating programs include support for social, specialized and affordable housing, rental assistance and others. These are budgeted at \$343 million in 2025-26, an increase of \$23 million (7.1 per cent) from 2024-25. Increases mainly address pressures in rental assistance from market conditions, support housing providers with operational pressures to maintain service quality, and support lodge operators providing housing to low-income seniors.
- \$769 million is allocated to support transformational changes in continuing care and the new continuing care agency, Assisted Living Alberta.
- The 2025 Capital Plan allocates \$1.1 billion over three years to enhance affordable housing and social supports across the province. Combined with related Capital Maintenance and Renewal (CMR funding), nearly \$1.2 billion is being allocated to housing and seniors' facilities. Key investments (each over three years) include:
  - \$655 million for the Affordable Housing Partnership Program, an increase of \$250 million from Budget 2024, to support the goal of creating 13,000 affordable housing units.
  - \$150 million, including \$50 million in new funding, for the Seniors Lodge Modernization Program.
  - \$113 million, including \$21 million in new funding, for the Affordable Housing Strategy. This strategy funds the maintenance of government-owned social housing buildings.
  - \$769.4 million for continuing care. This funding will be used to develop new continuing care spaces; modernize existing space; develop culturally appropriate spaces for Indigenous groups and organizations; and create innovative small care homes.

## Service Alberta and Red Tape Reduction

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	179	203	208	203	203	203

- Budget 2025 provides an increase of \$4 million over three years for health care card modernization.

## Technology and Innovation

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	812	938	930	1,010	1,109	917

- Budget 2025 allocated \$42 million for modernizing government technology.

## Preliminary Analysis on Alberta's 2025 Budget

- \$106.2 million is allocated to fund approved fixed wireless access and fibre to the home broadband projects as a part of the ongoing Broadband Strategy, which aims to connect every community across the province to broadband services by the end of fiscal year 2026-27. \$48 million is re-profiled from 2024-25,

## Tourism and Sport

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	112	136	136	133	125	121

- The Ministry will continue to implement Higher Ground: Alberta's Tourism Strategy and grow the province's visitor economy to \$25 billion in annual visitor expenditures by 2035.
- \$10 million is allocated to the Active Communities Initiative to support the development of small to mid-sized sport and recreation facilities throughout the province.
- \$2.5 million is allocated to support major sport events, such as national and international championships.

## Transportation and Economic Corridors

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	2,205	2,734	2,715	2,681	3,042	2,892

- Transportation and Economic Corridors (TEC) is responsible for delivering key road and bridge projects. Highlights from Budget 2025 include:
  - Highway 3 twinning from Taber to Burdett,
  - Highway 40 twinning south of Grande Prairie,
  - Highway 63 twinning north of Fort McMurray, and
  - Highway 881 safety and roadway improvements.
- TEC supports municipal transit solutions through investments in Edmonton and Calgary's LRT systems. Combined municipal and federal investments in LRT systems will be \$776 million in 2025.
- TEC is also responsible for the Passenger Rail Master Plan. \$6 million has been allocated to the development of this plan, which will explore the feasibility of passenger rails connections between Edmonton and Calgary, the mountain parks, regional rail lines to connect municipalities, and integration with municipal mass transit systems.
- \$13 million has been allocated to the Traffic Safety Fund.

## Treasury Board and Finance

Expense \$ millions	2023-24	2024-25		2025-26	2026-27	2027-28
	Actual	Budget	Estimate	Budget	Target	Target
	2,260	2,108	2,159	2,227	2,256	2,265

- Budget 2025 delivers on the government's election campaign promise to implement an eight per cent tax bracket for personal income taxes. This will reduce personal income tax revenue by \$1.2 billion in 2025-26.
- The Ministry is also making various investments to support the province's goal of increasing the Heritage Savings Trust Fund from the current \$25 billion to \$250 billion by 2050.
- While not mentioned in the Government of Alberta's Budget 2025 documents, at ABmunis' 2024 Convention, the Premier announced the province's plan to remove the premium on capital loans from the province to municipal governments. ABmunis advocated for this change to reduce the long-term cost of capital infrastructure and we are pleased to see that the new policy will take effect on April 1, 2025.

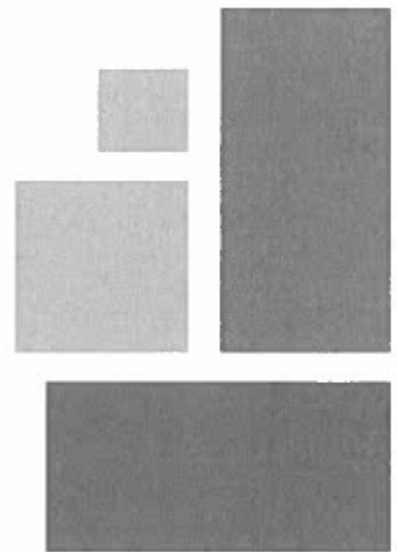


# Alberta Municipalities Strength In Members

## **Connect**

300, 8616 51 Avenue  
Edmonton, AB T6E 6E6  
780.433.4431 ■ 310.MUNI

[abmunis.ca](http://abmunis.ca)





ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Calgary-Hays

AR117795

February 27, 2025

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2025*, tabled in the Alberta Legislature by my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance. Below are some details relevant to Alberta Municipal Affairs.

*Budget 2025* is meeting the challenges facing Alberta with responsible decisions to fund today's priorities, investing more than \$1 billion to build stronger communities provincewide. Through these investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

Last year, Municipal Affairs introduced the Local Government Fiscal Framework (LGFF), delivering predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta. The LGFF represents years of collaboration between the province and local governments, replacing the Municipal Sustainability Initiative with a modern and predictable model.

LGFF funding allocations for the 2025/26 fiscal year have been known to communities for several months. Thanks to the LGFF's revenue index factor, which ties the funding level to provincial revenue from three years prior, *Budget 2025* increases LGFF capital funding by more than 13 per cent, from \$722 million to \$820 million. This increase will help your communities achieve their local infrastructure priorities. *Budget 2025* also maintains LGFF Operating funding at \$60 million to assist with operational costs and help respond to inflationary pressures. This grant was doubled in 2023 to reflect lost municipal revenue through the Grants in Place of Taxes program.

*Budget 2025* also increases funding for the Grants in Place of Taxes program (GIPOT). Over the last few years, we heard loud and clear from municipalities that have provincially run buildings within their boundaries about the need for stronger recognition of the impact provincial properties have on municipal services. Starting in the 2025/26 fiscal year, GIPOT will be paid to municipalities at 75 per cent of the property tax amount that would be owed if the properties were subject to municipal taxation. Next year, in 2026/27, GIPOT will be fully restored to 100 per cent.

.../2

In light of these increases, the Local Growth and Sustainability Grant (LGSG) program will not continue. Introduced in *Budget 2024*, this three-year, \$60-million grant program aimed to alleviate pressures in fast-growing communities. We received numerous applications from municipalities for the initial \$20 million in LGSG funding allocated in 2024. Those funds will still be distributed, with successful applicants notified by the end of March 2025. However, after careful consideration, our government made the difficult decision to discontinue the LGSG program for *Budget 2025* and focus the investment of taxpayer dollars into other areas, including a comprehensive capital plan to enhance public infrastructure.

As in previous years, *Budget 2025* includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also maintaining funding levels for public libraries, with more than \$33 million going toward operating grants across the province.

*Budget 2025* is meeting the challenge of the cost of living by helping families keep more money in their pockets through lower personal income taxes and continuing investments in education and health care. Our municipal partners are integral to our work. As we face global uncertainties, I look forward to working together over the next year as we continue to build strong, vibrant, and sustainable communities that help keep our province the best place in Canada to live, work, and raise a family.

Sincerely,

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

Ric McIver  
Minister

**LAC STE. ANNE FOUNDATION  
BOARD MEETING MINUTES  
September 24, 2024  
Spruce View Lodge – Legacy Room  
1:00 p.m.**

1. Call to Order- 1:03 p.m. by Ross Bohnet

Present: Ross Bohnet, Marge Hanssen, Bernie Poulin, Daryl Weber, Sandy Morton, Paul Chauvet, Len Kwasny, & Jeremy Wilhelm

Absent: Robin Strome – Finance Officer

Guest:

Staff: Dena Krysik – CAO, Christine Lafreniere – Recording Secretary

2. Approval of Agenda

Board Member Len Kwasny moves:

**Motion #24-029: The Board approves the agenda as presented.**

Carried

3. Board Meeting Minutes

Board Member Marge Hanssen moves:

**Motion #24-030: The Board approves the June 25, 2024 Board meeting minutes as amended.**

Carried

4. Financial

Board Member Paul Chauvet moves:

**Motion #24-031: The Board approves the Quarterly Financial Reports at August 31, 2024 as presented.**

Carried

Board Member Bernie Poulin moves:

**Motion #24-032: The Board approves the amended 2024 Foundation Budget, Management Budget, Personal Care Budget and Capital Requirements Budget as presented.**

Carried

Board Member Len Kwansy moves:

**Motion #24-033: The Board approves the revised LSAF wage grid as presented retroactive to April 1, 2024.**

Carried

Board Member Sandy Morton moves:

**Motion #24-034: That the Board approves to enter into a 3 year contract for Audit Services with Metrix Group for the 2024 – 2026 fiscal year-end Audit requirements.**

Carried

Board Member Len Kwansy moves:

**Motion #24-035: The Board approves the vehicle purchase of 2 – 2024 Ford F150 pickup trucks as quoted by Whitecourt Ford to a maximum of \$111,803.80 to be allocated from the 2024 Capital Requisition Funds.**

Carried

Board Member Marge Hanssen moves:

**Motion #24-036: The Board approves to proceed with entering into a contract agreement with RJC Engineers to complete Building Condition Assessments, Energy Studies and Energy Audits for Pleasant View and Chateau Lac Ste. Anne Lodges as presented in the amount of \$140,000 to be allocated from the 2024 surplus requisition funds and directs the Chief Administrative Officer to proceed with submitting the grant application to the Green Municipal Fund to possibly obtain a partial reimbursement.**

Carried

## 5. New/Other Business

Board Member Bernie Poulin moves:

**Motion #24-037: That the Board approves the Interim Executive Summary Report as presented and directs the Chief Administrative Officer to share the report with our Municipal Stakeholders for information.  
That the Board approves for the following member Sandy Morton to attend the October 10<sup>th</sup> Alberta Seniors and Community Housing Association North Zone Meeting in Edmonton.  
That the Board approves the request from Seeley Manor Tenant to have her daughter reside with her temporarily. (This motion was denied)**

Carried



6. Information Items

Board Member Jeremy Wilhelm moves:

**Motion #24-038: The Board accepts items 7a, 7b, 7c, 7d, 7e, 7f and 7h for the September 24, 2024 meeting as information.**

Carried

7. In Camera

8. Date Place & Time of Next Meeting

All Board members move:


**Motion #24-039: The next Board Meeting is on December 10, 2024 location to be determined.**

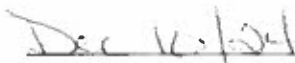
Carried

9. Adjournment

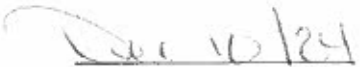
The Chair declares that as all matters have been attended to the meeting is now adjourned at 2:30 pm.

Carried

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrator Officer

  
\_\_\_\_\_  
Date

**LAC STE. ANNE FOUNDATION  
BOARD MEETING MINUTES  
December 10, 2024  
Mr. Mikes – Whitecourt  
1:00 p.m.**

1. Call to Order- 1:19 p.m. by Ross Bohnet

Present: Ross Bohnet, Keith Pederson, Bernie Poulin, Daryl Weber, Sandy Morton, Paul Chauvet & Jeremy Wilhelm

Absent: Robin Strome – Finance Officer & Lisa Johnson

Guest:

Staff: Dena Krysik – CAO, Christine Lafreniere – Recording Secretary

2. Welcome New Board Members

3. Organization Meeting

Nomination for Chair & Appointment Chair

Board Member Daryl Weber moves:

**Motion #24-040: That the Board appoints Ross Bohnet as Chair for the Lac Ste. Anne Foundation for the 2024/25 term.**

Carried

Nomination for Vice Chair & Appointment for Vice

Board Member Paul Chauvet moves:

**Motion #24-041: That the Board appoints Sandy Morton as Vice-Chair for the Lac Ste. Anne Foundation for the 2024/25 term.**

Carried

Signing Authorities

Board Member Bernie Poulin moves:

**Motion #24-042: The Board moves to appoint Ross Bohnet, Paul Chauvet, Sandy Morton,**

**Robin Strome and Dena Krysik as signing authorities for Lac Ste. Anne Foundation.**

Carried

2025 Board Meeting Schedule

Board Member Jeremy Wilhelm moves:

**Motion #24-043 The Board moves to accept the 2025 regular meeting schedule as presented.**

Carried

Board Remuneration

Board Member Bernie Poulin moves:

**Motion #24-044 The Board approves to continue with the current Board Remuneration and Expenses Policy as is with amendments.**

Carried

4. Additions to/Approval of Agenda

Board Member Jeremy Wilhelm moves:

**Motion #24-045: That the Board approves the agenda for December 10, 2024 as amended 6e – 2025 Municipal Requisition, 7a – ASCHA Convention & 9g. – Minister Announcement-Trinity Place Foundation**

Carried

5. Board Meeting Minutes

Board Member Paul Chauvet moves:

**Motion #24-046: That the Board approves the September 24, 2024 Board meeting minutes as presented.**

Carried

6. Financial

Board Member Daryl Weber moves:

**Motion #24-047: The Board approves the Financial Reports at October 31, 2024 as presented.**

Carried

Board Member Jeremy Wilhelm moves:

**Motion #24-048: That the Board approves the 2025 Foundation Budget as presented.**

Carried

Board Member Bernie Poulin moves:

**Motion #24-049: That the Board approves the 2025 Management Budget as presented.**

Carried

Board Member Paul Chauvet moves:

**Motion #24-050: That the Board approves the 2025 Personal Care Services as presented.**

Carried

Board Member Bernie Poulin moves:

**Motion #24-051: That the Board approves the 2025 Capital Requirements as presented.**

Carried

Board Member Keith Pederson moves:

**Motion #24-052: That the Board approves the 2025 Municipal Requisition as presented.**

Carried

7. New/Other Business

Board Member Bernie Poulin moves:

**Motion #24-053: That the Board accepts ASCHA Convention for the December 10, 2024 meeting as information.**

Carried

8. Policy Review

Board Member Jeremy Wilhelm moves:

**Motion #24-053: That the Board approves the Lac Ste. Anne Foundation Personnel Handbook as amended to be implemented on January 1, 2025.**

Carried

9. Information Items

Board Member Jeremy Wilhelm moves:

**Motion #24-054: The Board accepts items 9a, 9b, 9c, 9d, 9e, 9f, & 9g for the December 10, 2024 meeting as information.**

Carried

10. In Camera

11. Date Place & Time of Next Meeting

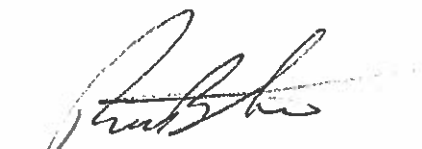
All Board members move:

**Motion #24-055: The next Board Meeting is February 25, 2025 location TBD.**

Carried

12. Adjournment

The Chair declares that as all matters have been attended to the meeting is now adjourned at 2:40 pm.

  
\_\_\_\_\_  
Chairperson

*Feb 25/25*  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chief Administrator Officer

Feb 25/25  
Date