

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 MINUTES

3.1 REGULAR MEETING HELD OCTOBER 7, 2025

[Schedule A](#)

4.0 ACTION ITEMS:

4.1 PROPERTY TAXES – REQUEST TO CANCEL PENALTIES - ROLL # 150047008

Administration recommends that Council considers the request for cancellation of penalties in the amount of \$448.01 in whole or in part on tax roll 150047008.

[Schedule B](#)

4.2 OFFER TO PURCHASE – PT. SW 15-58-2-W5 (10 ACRES)

Administration recommends that Council accepts the offer of \$121,000 plus gst provided by Sunnyside Realty on behalf of their client for the sale of the 10-acre parcel within Pt. SW 15-58-2-W5 and directs the CAO to proceed with the sale in accordance with the MGA and Policy AD-008.

[Schedule C](#)

5.0 REPORTS

5.1 COUNTY MANAGER REPORT

Administration recommends that Council accept the County Manager's report for information.

- Resolution Tracking List

[Schedule D](#)

- Change October 30 COW Meeting to November 7
- ATB Signatories

5.2 ENFORCEMENT SERVICES REPORT

Administration recommends that Council accept the Community Peace Officer report for Summer 2025 for information.

[Schedule E](#)

5.3 PUBLIC WORKS REPORT

(TBD)

Administration recommends that Council accept the Director of Infrastructure's report for information.

[Schedule F](#)

5.4 COUNCILLOR REPORTS

6.0 INFORMATION ITEMS

6.1 RMA Welcome - New Councillor Letter Signed – dated October 21, 2025

[Schedule G](#)

6.2 Minutes

6.2.1 Misty Ridge Meeting Minutes – August 20, 2025

[Schedule H](#)

7.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD OCTOBER 7, 2025

Regular Meeting of the Council of the County of Barrhead No. 11 held October 7, 2025, was called to order by Reeve Drozd at 9:01 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Paul Properzi
Councillor Walter Preugschas
Councillor Jared Stoik

**THESE MINUTES ARE
UNOFFICIAL AS THEY HAVE
NOT BEEN APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager	Ken Hove, Director of Infrastructure
Pam Dodds, Executive Assistant	Adam Vanderwekken, Corporate
Dawn Fedorvich, Director of Rural Development	Communications Coordinator

ATTENDEES

Savannah Belyk and Terri-Lynn Hynes – Barrhead FCSS
R. Crisler – Public Attendee
Town and Country Newspaper – Barry Kerton

RECESS

Reeve Drozd recessed the meeting at 9:01 a.m.
Reeve Drozd reconvened the meeting at 9:05 a.m.

APPROVAL OF AGENDA

2025-284 Moved by Councillor Kleinfeldt that the agenda be approved as presented.
Carried Unanimously.

MINUTES OF REGULAR MEETING HELD SEPTEMBER 16, 2025

2025-285 Moved by Councillor Properzi that the minutes of the Regular Meeting of Council held September 16, 2025, be approved as circulated.
Carried Unanimously.

PUBLIC WORKS REPORT

Ken Hove, Director of Infrastructure reviewed the written report for Public Works & Utilities and answered questions from Council.

2025-286 Moved by Councillor Lane that the report from Public Works be received for information.
Carried Unanimously.

Ken Hove departed the meeting at 9:17 a.m.

2025 MEMBER-AT-LARGE APPOINTMENT TO LIBRARY BOARD

2025-287 Moved by Councillor Kleinfeldt that Council appoint Cheyenne Tisher as member-at-large to the Barrhead Library Board effective immediately to replace a member-at-large whose term expires December 31, 2026 as recommended by the Barrhead Library Board.
Carried Unanimously.

REGULAR MEETING OF COUNCIL - HELD OCTOBER 7, 2025

NEERLANDIA HISTORICAL SOCIETY - COMMUNITY GRANT REQUEST

- 2025-288 Moved by Councillor Preugschas that Council approves the application from Neerlandia Historical Society for a donation of \$2,500 under the Community Grants Policy to assist with their Windmill Restoration project.

Carried Unanimously.

BARRHEAD ATTRACTION & RETENTION COMMITTEE - FUNDING REQUEST

- 2025-289 Moved by Deputy Reeve Schatz that Council approves the request from Barrhead Attraction & Retention Committee for a donation of \$1,060 to assist with the Barrhead Hospital Post-Secondary Event BBQ and funding to come from Council Public Relations Budget.

Carried Unanimously.

COMMEMORATIVE NAMING POLICY

- 2025-290 Moved by Councillor Properzi that Council approve Policy PD-002 Commemorative Naming as recommended by the Policy Committee with an amendment to include “sports” to section 3a)ii).

Carried Unanimously.

Dawn Fedorovich departed the meeting at 9:48 a.m.

RESCIND POLICIES

- 2025-291 Moved by Councillor Kleinfeldt that Council rescind the following outdated policies as recommended by the Policy Committee:

- Policy 26.02 Vehicle Weight & Dimension Regulation
- Policy 26.04 Removal of Rubbish Etc. from Roads
- Policy 26.05 Regulation & Control of Public Places & Assemblies
- Policy 26.08 Dog Control
- Policy 26.11 Use & Regulation of OHVs
- Policy 26.12 Regulation & Control of Vehicles

Carried Unanimously.

RECESS

Reeve Drozd recessed the meeting at 9:57 a.m.

Reeve Drozd reconvened the meeting at 10:05 a.m.

Councillor Stoik left the meeting at 10:14 a.m. and rejoined at 10:24 a.m.

COUNTY MANAGER REPORT

Debbie Oyarzun, County Manager, reviewed the 2025 Resolution Tracking List and provided the following updates to Council:

- Realtors have listed 2 properties that the County holds the Tax Forfeiture Title (did not sell at Public Auction)
- Preparing Council Orientation package for new Council – 1st session to be held November 7, 2025, and offered by M. Solowan from Kingsgate Legal.
- Reminder that current elected officials are still “on duty” until new elected officials are sworn in on October 28, 2025, including attending Regional Fire Services meeting October 8, Landfill meeting October 14, & BRWC meeting October 15.
- AAIP Rural Renewal Steam – September Status Report

- 2025-292 Moved by Councillor Properzi that the County Manager’s report be received for information.

Carried Unanimously.

REGULAR MEETING OF COUNCIL - HELD OCTOBER 7, 2025

COUNCILLOR REPORTS

Councillor Lane reported on his attendance at a Misty Ridge meeting, Ag Society meeting, the new Fire Engine Push-In Ceremony, BDSHA meeting, Neerlandia Playground dedication on behalf of the Barrhead Elks, and volunteering at Wild Rose Rodeo.

Councillor Stoik had nothing new to report.

Councillor Properzi reported on his attendance at a FCSS Policy meeting, FCSS AGM, and Athabasca Watershed Council meeting.

Councillor Preugschas reported on his attendance at the ECDC meeting, Attraction & Retention Committee meeting, ASB Provincial meeting, Policy Committee meeting, new Fire Engine Push-In Ceremony, and volunteer work on NWof16 and the Barrhead Museum.

REGIONAL ASB REPRESENTATIVE

- 2025-293 Moved by Deputy Reeve Schatz that Council supports the appointment of Ms. Burton as the Regional ASB representative and directed CAO to include funds in the Ag Services Dept budget for per diems and travel costs.

Carried Unanimously.

COUNCILLOR REPORTS - Continued

Councillor Kleinfeldt reported on his attendance at the Public Library meeting, new Fire Engine Push-In Ceremony, ECDC meeting, BARCC meeting, Policy Committee meeting, BCHS Grade 9 student visit to discuss municipal election process, and YRL meeting.

Deputy Reeve Schatz reported on his attendance at an ECDC meeting, Policy Committee meeting, CFYE IRC meeting, and ASB NW Regional Conference.

Reeve Drozd reported on his attendance at the new Fire Engine Push-In Ceremony, ECDC meeting, BARCC meeting, Policy Committee meeting, FCSS meeting, Neerlandia Playground dedication, LEPA meeting, offering greetings from the County at the Wild Rose Rodeo finals and volunteering at the event, and BRWC & County Administrative duties.

DELEGATION – FCSS

Savannah Belyk, Executive Director & Terri-Lynn Hynes, Family & Youth Program Coordinator of Barrhead FCSS met with Council at 10:50 a.m. and provided updates on programs and services offered by FCSS.

- 2025-294 Moved by Deputy Reeve Schatz that Council accept FCSS report for information.

Carried Unanimously.

Council thanked the FCSS delegation for their presentation and they left the meeting at 11:11 a.m.

INFORMATION ITEMS

- 2025-295 Moved by Councillor Properzi that Council accepts the following items for information:

- Press Release from Alberta Association of Ag Societies Re: Northern Farm Family Awards – dated September 15, 2025
- Canadian Union of Postal Workers request for Municipalities to submit resolution to Federal Minister of Government Transformation, Public Works and Procurement – dated September 9, 2025
- Federal Government Attacks Public Postal Service – Stop the Cuts! – dated October 1, 2025
- RMA Member Briefing - Minister of Municipal Affairs Mandate Letter – dated October 1, 2025

Carried Unanimously.

ADJOURNMENT

- 2025-296 Moved by Councillor Stoik that the meeting adjourn at 11:12 p.m.

Carried Unanimously.



REQUEST FOR DECISION

OCTOBER 28, 2025

B

TO: COUNCIL

RE: PROPERTY TAXES – REQUEST TO CANCEL PENALTIES - ROLL # 150047008

ISSUE:

Administration has received a request from a landowner to cancel the penalties on 2025 property taxes and requires Council to make a decision.

BACKGROUND:

- October 20, 2025 – landowner sent letter to Council requesting penalties be forgiven.

ANALYSIS:

- County of Barrhead follows the taxation process set by the *Municipal Government Act (MGA)*.
 - Tax notices were deemed to have been received on May 20, 2025.
- To avoid penalties for 2025 property taxes, payment must have been received by September 2, 2025.
- Information and reason for request to cancel penalty is summarized below, with the original request attached:

Roll #	Penalty Amount	Reason for Request (Letter Attached)	County's Observations
150047008	\$448.01	• Purchased property May 15 and assumed tax notice would be sent to her	• Landowner made payment on October 21, 2025, including penalties. • Title change occurred July 23, 2025; County received notification on August 2, 2025. Administration receives title changes twice a month from Land Tittles Office. • Law firms typically adjust for taxes as part of Closing Adjustments. ○ Tax Certificates were requested on May 6 and May 8 by two different law firms (presumably, the buyer and the seller). Tax certificate includes a summary of current year taxes and the following statement: "A penalty of 8% will be added to the current taxes unpaid and to all tax arrears unpaid after August 31". ○ Landowner confirmed that the law firm that requested a Tax Certificate on May 6 was acting on their behalf. ○ Landowner recalled that property taxes were adjusted on Closing.

- Administration reviewed the relevant legislation and bylaws and is unable to grant this request to cancel penalties as the County of Barrhead Tax Penalty Bylaw 3-2024 Section 5 states:
 - Any Taxes remaining unpaid after the due date shown on the tax notice are subject to penalties at the rates set out as follows:
 - (a) a penalty of eight percent (8%) be applied to all unpaid current and arrears of taxes on the 1st day of September; If August 31 falls on a weekend, the penalty shall be levied on the 2nd business day of September.
- As the penalties are applied by Bylaw, a decision of Council is required to make a change.
- Council may consider the request based on the circumstances and in accordance with the *MGA s. 347*, Council may cancel, reduce, refund or defer taxes if it considers it equitable to do so.
- Over the last 5 years there have been thirteen (13) requests for penalty cancellation over multiple tax rolls. Council approved cancellation of \$2,529.69 and denied cancellation of \$125,532.07 of penalties on taxes.

STRATEGIC ALIGNMENT:

Considering requests from landowners supports the County 2022 – 2026 Strategic Plan as follows:

PILLAR **4 Governance & Leadership**

Outcome *4 Council is transparent & accountable.*

Goal 4.2 County demonstrates open & accountable government.

Strategy 4.2.1 Council has the tools and information necessary to make informed decisions which are shared publicly.

ADMINISTRATION RECOMMENDS THAT:

Council considers the request for cancellation of penalties in the amount of \$448.01 in whole or in part on tax roll 150047008.

Alvina Foord

Redacted ATIA Sec. 20
Personal Information

County of Barrhead

5306 – 49th Street

Barrhead, Alberta

T7N 1N5

Attention: Council

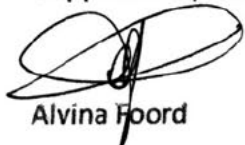
Dear Madams/Sirs:

I am in receipt of the Tax Reminder Notice for roll number 150047008 which was received on October 17th, 2025 through Canada Post.

As I purchased the property at 824, 3003 Township Road 574 on May 15th, 2025 I assumed the original Tax Notice would be sent to me. I spoke with Moira at the County this morning and was told that I wasn't shown on title until August 2nd, 2025 as titles is two months behind and now there is a penalty.

I am hoping that I can have the 448.01 penalty reversed as I would have paid the invoice on time if I would have had it. The invoice is now paid but I am hoping the 448.01 can be credited back.

I appreciate your time – thank you,

A handwritten signature in black ink, appearing to be 'Alvina Foord', written over a horizontal line.

Alvina Foord



County of Barrhead No.11

5306-49 Street

Barrhead Alberta T7N 1N5

780 674 3331

TAX REMINDER NOTICE

DATE
Oct 6, 2025
ROLL NUMBER
150047008
MUNICIPAL ADDRESS
824, 3003 Twp Rd 574

Foord, Alvina

Redacted ATIA Sec.

20 Personal
Information

According to our records you are the owner(s) of the above noted property and the unpaid property taxes are in the amount of \$6,048.10.

Should any portion of this amount remain unpaid as at October 31, that amount will be penalized 4% on November 1. In addition, a further 4% penalty will be applied on any balance outstanding after the last day of February of the New Year.

Should you have any questions regarding this letter or your tax account, please contact the tax department. If your payment is already in the mail, please accept our thanks and disregard this notice.

STATEMENT OF PAST DUE TAXES			
YEAR	TAXES	PENALTIES	TOTAL
2025	\$5,600.09	\$448.01	\$6,048.10
2024	\$0.00	\$0.00	\$0.00
2023	\$0.00	\$0.00	\$0.00
2022	\$0.00	\$0.00	\$0.00
2021 & Prior	\$0.00	\$0.00	\$0.00
TOTAL	\$5,600.09	\$448.01	\$6,048.10

County of Barrhead No.11

5306-49 Street

Barrhead Alberta T7N 1N5

ROLL NUMBER
150047008

TOTAL
\$6,048.10

Foord, Alvina

Redacted ATIA Sec. 20

Personal Information

AMOUNT PAID

10.20.25
RF. 229721



REQUEST FOR DECISION

OCTOBER 28, 2025

C

TO: COUNCIL

RE: OFFER TO PURCHASE – PT. SW 15-58-2-W5 (10 ACRES)

ISSUE:

Administration requires approval from Council for an offer received through Sunnyside Realty for purchase of 10-acre parcel within Pt. SW 15-58-2-W5 for which the County holds a Tax Forfeiture Title.

BACKGROUND:

- *Municipal Government Act (MGA)* Division 8 Recovery of Taxes Related to Land – outlines the rules to be followed by the County in the recovery of taxes.
- October 15, 2024 – Council set the reserve bid for Roll #528154102 at a value of \$100,000.
- December 4, 2024 – Property went to tax sale but did not sell
 - Tax Recovery Sale in 2024 are for tax rolls that are in tax arrears for 2021, 2022 and 2023
- January 7, 2025 - Council directed Administration to request the Registrar of Land Titles Office to cancel the existing certificate of title for the 2 parcels of land not sold at Public Auction and issue certificates of title in the name of the County of Barrhead
- March 18, 2025 – Title was changed to Tax Forfeiture and transferred to County of Barrhead
- April 27, 2025 – Property was appraised by Frost Valuations at a value of \$90,000 and posted on County website
- October 3, 2025 – in accordance with Policy AD-008 Tax Recovery Process, Sunnyside Realty was retained to dispose of the property which was listed on MLS on October 3, 2025 (MLS # E4460787)
 - Realtor listed property at \$99,000.
 - Realtor fee is 4.9% of purchase price for the sale of this property

ANALYSIS:

- Changing the title to Tax Forfeiture and transferring the title to the County provides the County with the authority to sell the property at a price as close as reasonably possible to market value.
- Sunnyside Realty received a total of 7 offers ranging from \$37,000 to \$121,000 plus gst.
 - Offer of \$121,000 plus gst:
 - is the highest offer and exceeds the requirement of “as close as reasonably possible to market value”
 - aligns with original terms and conditions of sale including but not limited to sale is on an “as is, where is” basis with no representation or warranty as to the adequacy of services, soil conditions, land use districting, building and development

conditions, absence or presence of environmental contamination or the developability of the land for any intended use by the purchaser

- does not include any additional conditions
- Approximately \$5,733 is currently owed to the County. Realtor fees, legal fees and administrative fees for the sale and transfer of title will be calculated and taken from the sale proceeds.
- Any balance remaining from the sale after all County expenses have been applied will be returned to the original owner once the County is satisfied that there are no debts owed to the Crown or other debts that are secured by encumbrances on title
- If unclaimed, funds will remain in trust for up to 10 years from date of sale of property and then released to the County.

ADMINISTRATION RECOMMENDS THAT:

Council accepts the offer of \$121,000 plus gst provided by Sunnyside Realty on behalf of their client for the sale of the 10-acre parcel within Pt. SW 15-58-2-W5 and directs the CAO to proceed with the sale in accordance with the *MGA* and Policy AD-008.



presented to Council on October 28, 2025
(items shaded have changed since last meeting)

D

2025 COUNCIL RESOLUTION TRACKING LIST

(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2025-293	Supported appt of Ms. Burton as Regional ASB rep; funds to be incl in Ag Services Dept budget for per diems and travel	RD/CS/CAO		Underway
2025-291	Rescinded obsolete policies 26.02,26.04,26.05,26.08,26.11,26.12	EA/CAO	Policies rescinded in mfiles	Complete Oct 9/25
2025-290	Approved Policy PD-002 Commemorative Naming as amended	RD/EA	Policy amended and updated in mfiles	Complete Oct 9/25
2025-289	Approved donation of \$1,060 to Attraction & Retention Committee to assist with Barrhead Hospital Post-Secondary Event BBQ; funded from Council PR Budget.	EA/CAO	Committee Notified and cheque issued	Complete Oct 24/25
2025-288	Approved \$2,500 donation to Neerlandia Historical Society under Community Grants Policy for Windmill Restoration project.	EA/CAO	Society notified and cheque requisitioned	Complete Oct 7/25
2025-279	Denied request for cancellation of property taxes on Roll # 532313024 and 541292000	CS/CAO	Letter send to landowner	Complete Sep 24/25
2025-278	Proclaimed Oct 2025 as Cybersecurity Awareness Month	CS/COMM	Web page created; Proclamation posted in office	Complete Sep 29/25
2025-275	Accepted 2026 budget "What We Heard" report for information.	COMM/CAO	Posted to website	Complete Sep 16/25
2025-274	Approved not renewing AAIP's RRS after Nov 4	COMM/CAO	Registered employers have been notified and website updated	Complete Sep 18/25
2025-273	Adopted Bylaw 8-2025 Repealing Code of Conduct Bylaw 3-2017	EA/CAO	Signed and removed from website	Complete Sep 16/25
2025-269	Adopted Bylaw 7-2025 Intermunicipal Relations Committee Bylaw	EA/CAO	Signed and posted to website	Complete Sep 16/25
2025-264	Adopted Bylaw 6-2025 Meeting Procedures Bylaw	EA/CAO	Signed and posted to website	Complete Sep 23/25

2025-254	Directed Admin to finalize scheduling with NRCB & ILWG - Stock Talk Initiative in the new year; include ASB members	CAO	Email sent to ILWG, looking at dates.	Underway
2025-253	Apply for funding opportunity from FCM's Local Leadership for Climate Adaptation initiative for <i>"Valuing Natural Assets for Climate Resilience in the County of Barrhead"</i>	RD/CAO	Grant application submitted on Sept 9/25	Complete Sep 9/25
2025-251	Approved signing agreements with landowners for road reconstruction project 25-741	PW/CAO	Agreements fully executed	Complete Sep 2/25
2025-239	Approved Property Tax Penalty Exempt List for 436 tax rolls as identified.	CS	System updated	Complete Aug 19/25
2025-238	Approved additional 0.5 mile of shoulder pull cost in Stuber's Cat Service Ltd. contract for \$5,050 with funding coming from 2025 budget.	PW/CS	Payment made to contractor	Complete Aug 20/25
2025-236	Awarded Grazing Lease for S½ of 4-60-4-W5 to B. Koberstein (\$15,250/yr; 2026-06-01 to 2028-10-31)	EA/CAO	Agreement provided to new leaseholder for signature; All applicants notified	Underway
2025-235	Denied request to cancel or reduce fire invoice #IVC000004900 in the amount of \$3,000.	EA/CAO	Letter sent informing of decision	Complete Aug 20/25
2025-234	Authorized rescheduling the Council & Org meeting from Oct 21 to Oct 28, 2025	EA/CAO	Public notice posted	Complete Aug 20/25
2025-229	Authorized the Reeve and Deputy Reeve to sign CAO employment contract.	HR/CAO	Contract signed	Complete Jul 16/25
2025-228	Directed Admin to proceed with prelim geo-technical and develop work plan re partnership project with LSAC.	PW/CAO	LSAC project lead contacted Sep 22/25, Oct 8/25, LSAC advised on July 25/25	Underway
2025-227	Directed Admin to proceed with additional named insured concern as discussed in-camera.	CS/CAO	ANI has paid in full & applied for ANI status for 2025/2026. Advised ANI of Council direction	Complete Sep 22/25
2025-220	Approved Policy AD-008 Tax Recovery Process	EA	Updated in Mfiles	Complete Jul 16/25
2025-218	Rescinded policies 11.10-03, 12.13, 12.16, 12.23, 12.25, 24.04	EA	Updated in Mfiles	Complete Jul 16/25
2025-217	Approved Policy PS-015 CPO - RCMP Encrypted Radio as presented.	EA/CPO	Updated in Mfiles	Complete Jul 16/25
2025-216	Rescinded Policy 62.13 Rural Beautification and Policy 62.03 Agriculture Conservation Award.	EA	Updated in Mfiles	Complete Jul 16/25
2025-215	Approved Policy AG-003 Rural Stewardship & Enrichment as amended	EA/AF/RD	Updated in Mfiles	Complete Jul 16/25

2025-213	Appointed Ms. Layne Mullen as Development Authority Officer with all powers, duties and functions as outlined in LUB 4-2024.	CAO	Appointment made	Complete Jul 15/25
2025-212, 287	Refer member-at-large application back to Library Board for review & recommendation.	EA/CAO	Back to Council Oct7/25 following review by board; Library director notified	Complete Oct 7/25
2025-200	Bring back information on “Intensive Livestock Working Group – Stock Talk Initiative” and how the County could collaborate with them	CAO/RD	RFD to Council Sept 2/25	Complete Sep 2/25
2025-199	Bring back information on historic YRL per capita contributions.	CAO	Provided to Council during August 19, 2025 Council meeting	Complete Aug 19/25
2025-194	Proceed with the acquisition of related vehicle & officer equipment up to \$77,141 to be funded by unrestricted reserves	CPO/CAO	Vehicle equipment has been purchased with installation occurring Oct-Jan.	Underway
2025-193	Award the contract to Wolfe Chevrolet for the purchase of a 2025 Chevy Silverado SSV at a cost of \$57,359 excluding GST	CPO/CAO	Patrol vehicle was received June 20, 2025; scheduled for outfitting on October 27, 2025.	Underway
2025-192	Approve the additional CPO FTE and direct Administration to include the position in the 2026 Operating budge	CS/CAO	Alignment with budget underway	Underway
2025-191	Approve community grant of \$2,047.50 to Agnes Memorial Mosside United Church	EA/CAO	Letter of approval sent to applicant	Complete Jun 25/25
2025-190	Engage legal counsel to explore options for alternative access to SE 26-59-06-W5	CAO	Legal counsel has been engaged, file review underway	Underway
2025-189	Directed Policy Committee to review Policy 32.04 Road Construction Standards.	PW/CAO	Admin has started the review of Policy 32.04 & associated policies	Underway
2025-188	Denied request to increase standard of undeveloped road allowance S of SE-26-59-6-W5	EA/CAO	Letter sent to landowner with update	Complete Jul 9/25
2025-187	Approve Manola Lagoon Sounding & Assessment Project at a cost of \$27,087 with additional funding coming from current year revenue	PW/CS	Sounding completed, awaiting final report; Manola lagoon sounding is scheduled for August 18, 2025.	Underway
2025-186	Approve signing STIP grant agreement w/GOA for BF 74972 & 76144 for max of \$405,000 each	EA/CAO	Agreements signed; Waiting for updated agreements from GOA	Complete Aug 14/25
2025-185	Award contract contract for BF 74538 & 74974 to Plains Constructors for \$489,200	PW/CAO	Contracts finalized	Complete Jul 8/25
2025-174	Approved 2024 Annual Report	COMM/CAO	posted to website	Complete Jun 4/25
2025-173	Approved 2026 Budget Schedule	CS/CAO	meeting invites sent out	Complete Jun 4/25

2025-172	Cancel property taxes in the amount of \$7,464.70, owed by Government of Alberta	CS	Journal entry completed	Complete Jun 5/25
2025-171 & 219	Direct Policy Committee to review Policy FN-004 Collection of Accounts Receivable	CS/CAO	Updated in Mfiles; Tentative to Council Jul 15/25; Scheduled for Jun 24/25 Policy Com.	Complete Jul 16/25
2025-170	Cancel finance charges for \$693.65 plus any accrued interest for account ALUSC0001.	CS/CAO	Journal entry completed	Complete Jun 5/25
2025-169	Set Dec 3 at 2:00pm for Public Auction and CAO to be auctioneer	CAO		Underway
2025-158	Apply for Roadside Dev Permit; upon receipt sign a Use Agreement with NSC for construction of a community baseball diamond on NE 28-61-3-W5 near Neerlandia Wastewater Lagoon	EA/CAO	Agreement signed; Received RDPT Jul 9/25, making arrangements to sign use agreement; Submitting application for Dev Permit; Inquiry made with GOA	Complete Jul 15/25
2025-157	Awarded contract for BF 72815 to Griffin Contracting Ltd. for \$172,725	PW	Contract finalized; Contractor notified	Complete Jun 24/25
2025-156	Awarded shoulder pull program contract to Stuber's Cat Service Ltd. for \$116,150.00 to complete 11.5 miles of roadway	PW	Contract finalized; Contractor notified	Complete May 26/25
2025-153	Approved updated 2025 Capital Budget	CS/CAO	Complete	Complete May 20/25
2025-152	Adopted Rates & Fees Bylaw 5-2025	EA/CAO	Posted to website	Complete May 23/25
2025-148	Accepted Status Report for 2024 ASB Business Plan	RD	Complete	Complete May 20/25
2025-146-147	Appointment of Weed and Pest Inspectors	AG/CAO	ID cards issued	Complete May 30/25
2025-133-135	Approve signing landowner agreements for construction projects 24-640, 24-740, and 25-240	PW/CAO	Fully executed	Complete May 7/25
2025-130	Approve contract with Marshall Lines 2014 for 2025 County roadway and airport line painting project for a total cost not to exceed \$ 89,711.70.	PW/CAO	Contract finalized; Contractor notified	Complete Jun 11/25
2025-129	Approve contract with Marshall Lines 2014 for 2025 Crack Sealing Program on County roadways and the airport for a total cost of \$107,010.	PW/CAO	Contract finalized; Contractor notified	Complete Jun 11/25
2025-128	Sign agreements BF 74538 land acquisition	PW/CAO	Fully executed	Complete May 7/25
2025-119	Direct Reeve to respond to committee concerns	CAO	Reeve sent email as directed	Complete Apr 15/25

2025-113	Awarded tender for BF 77360 to Plains Constructors for \$348,073 including site occupancy	PW/CAO	Contract Signed; Contractor notified	Complete May 21/25
2025-112	Adopted 2025 Property Tax Bylaw 4-2025	CS/EA	Posted to website	Complete Apr 16/25
2025-107-108	Approved 3-Year Financial Plan & 10-Year Capital Plan	CS/CAO	Posted to website April 22, 2025	Complete Apr 22/25
2025-106	Revised 2025 Capital Budget from \$6,408,757 to \$9,543,169	CS/CAO	Posted Operating Budget, Capital Budget, Budget Presentation and Budget Overview to website April 22, 2025	Complete Apr 22/25
2025-105	Adopt 2025 Operating Budget as presented with operating expenditures & revenue of \$21,124,510	CS/CAO		Complete Apr 22/25
2025-104	Approved agreement with PHSD for County to conduct 2025 elections on behalf of PHSD	RO	Fully executed	Complete Apr 23/25
2025-099	2025 Police Funding Model recalculation, to the EcDev Op Budget and IT Reserve and to bring back adjustments in the 2025 Draft budget - Apr 15	CS/CAO	Adjustments incorporated into 2025 DRAFT Budget for Council consideration	Complete Apr 15/25
2025-094	Agreement for bee hives on County land	EA/CAO	Fully executed; applicant notified of need for all hives to be included in agreement	Complete Apr 10/25
2025-091,152	Bring back Rates & Fees Bylaw to incorporate golf cart permit fees	CPO/CAO	To Council May 20, 2025; Revisions to be brought back with 3rd reading	Complete May 20/25
2025-089-090, 123	Gave first 2 readings to Golf Cart Pilot Project Bylaw and submit to AT for approval	CPO/CAO	May 6 - gave 3rd reading and sent back to AT; AT feedback received; Return to Council May 6; Waiting for AT approval before bringing back for 3rd reading	Complete May 6/25
2025-086, 124-126	1st reading of Community Standards bylaw; bring back in May	CPO/CAO	May 6 - Adopted amended bylaw; Return to Council May 6; Open to public comment	Complete May 6/25
2025-084	Appointment of Fire Guardians	EA/CAO	Fire Chief & Guardians notified & website updated	Complete Apr 3/25
2025-081	Appoint Greilach Lussier LLP as Auditor for 2025-29	CS	Auditor informed of decision	Complete Apr 1/25
2025-080	Approve 2024 audited financial statements(FS) & FIR; post FS to website	CS/COMM	Signed and posted to website	Complete Apr 22/25
2025-070	Submit topic of Challenges with Gravel Pit Provincial Approval & Renewal Process to RMA Mayors & Reeves meeting; CAO to draft statement to be presented by Reeve at the RMA Ministerial Bear Pit session	CAO	Topic presented at RMA Mayors & Reeves's mtg Mar 17/25, and statement made by Reeve at RMA Ministerial Bear Pit session to Minister Schultz Mar 18/25	Complete Mar 18/25

2025-065	Cancel finance charges in amount of \$218.86 for customer RIVER0002.	CS	Cancelled finance charges	Complete Mar 21/25
2025-064	Amend 2025 Operating Budget to include \$2,900 for a Rural Living Expo, event to be Apr 26 or May 3 (admin decides); offered in conjunction with County Appreciation Dinner.	CS/CAO	Amount included in budget	Complete Mar 6/25
2025-057	Uphold Order to Remedy Contravention for file #2024-162-1032 and varied deadline to comply with Order to April 30, 2025.	CPO/CAO	Follow up notification in writing was sent to appellant	Complete Feb 20/25
2025-051	Accepted all yr-end financial reports subject to audit adjustments & yr end finalizations	CS	Prepared for audit	Complete Feb 20/25
2025-049-050	Appoint Assessor & approve 3-year contract	CS/CAO	Contract fully executed; Waiting for signatures	Complete Mar 6/25
2025-047	Approve update to Policy PS-012 CPO Uniform & Equipment Standards	CPO/EA	Policy updated & submitted to Provincial Peace Officer Program	Complete Feb 20/25
2025-046, 167	Approve \$2,500 community grant to Barrhead Golf & Recreation Club	EA/CAO	Final report received; Letter send to recipient and cheque initiated	Complete Feb 25/25
2025-043-045	Appoint ARB Chair, Clerk, and panelists	EA	CRASC notified	Complete Feb 19/25
2025-042	Approved right-of-way agreements for BF 77360	EA/CAO	Agreements signed	Complete Feb 18/25
2025-034	Release 2024 funding to Barrhead Historical Society	CS	Cheque issued	Complete Mar 4/25
2025-033, 093	Approves forwarding Bylaw 9-2024 road closure package to AT in accordance with legislated process for Road Closures.	EA/CAO	AT approved closure & Council approved bylaw; Documents have been submitted electronically for approval	Complete Apr 1/25
2025-032	Approve 2024 reserve transactions as presented in 2024 Reserve Report	CS	Transaction complete	Complete Feb 4/25
2025-029	Approve becoming a municipal member of Northwest of 16 Regional Tourism Association for 2025 at an annual fee of \$1,000	RD/CAO	Admin attended AGM; Application form completed, signing under new Director, vendor being set up in accounting	Complete Mar 24/25
2025-027, 030	Approve additional funding sources for 2024 capital & operational projects	CS	Transactions complete	Complete Feb 4/25
2025-025	Approve marketing sponsorship opportunity request from Western Directives Inc & Nature Alive Adventures Inc in the amount of \$5,000.	EA/CAO	Payment submitted, project confirmed	Complete Feb 11/25
2025-024	Purchase 2025 Ford F-550 crew cab 4x4 truck from Barrhead Ford for \$87,965.00	AG	Truck received & being outfitted with sprayer; Unit has been ordered (4 month delivery)	Complete Jul 2/25

2025-023	Purchase steamer & trailer unit from Pumps & Pressure for a cost of \$44,744.50	PW	Received; Unit has been ordered, estimated delivery May 2025	Complete May 30/25
2025-013	Write-off one outstanding AR account for \$1,965.02 as this account is uncollectable	CS	Journal entry completed	Complete Jan 8/25
2025-011	Cancel existing certificates of title for 2 parcels of lands not sold at Dec 4/24 Public Auction; issue in name of County	Tax Clerk/CAO	Documentation submitted to land titles	Complete Jan 9/25
2025-008-010	Approve COPTER exemptions	CS	Entries made	Complete Jan 9/25
2025-006	Appoint Library member-at-large	EA/CAO	Library director notified	Complete Jan 9/25
2024-504-505	1st reading of Road Closure bylaw; Set public hearing for Feb 4/25 at 1:00 pm	EA/CAO	Feb 4/25 - Public Hearing	Complete Feb 4/25
2024-503	Admin to research details on marketing sponsorship opportunity; bring back report to Feb 4/25 Council meeting.	COMM/CAO	Feb 4/25 - presented to Council for decision	Complete Feb 4/25
2024-502	Received correspondence regarding Fire Invoice #00004415 for information.	EA/CAO	Received for information; Letter not required, rescind motion; Email drafted to landowner regarding decision	Complete
2024-501	Approved lease agreement renewal in SE 16-59-2-W5	EA/CAO	Lease finalized; Mailed to leaseholder for signature	Complete Jan 22/25
2024-457-460	Municipal Election Resolutions	EA/CAO	Website updated	Complete Jan 2/25
2024-449	Bring back options/recommendations on use of sand/salt on County roads in Thunder Lake.	PW/CAO	Draft report submitted to CAO for review; Preliminary discussions with staff	Underway
2024-410; 2025-188-190	Bring back options on use of an undeveloped road allowance to allow access to recreational property at SE 26-59-6-W5.	CAO/PW/ DEV	To Council Jun 17/25, denied request & directed to explore alternative options with legal; Cross departmental review underway	Complete Jun 17/25
2024-398	Directs CAO to move forward with exploring/negotiating options with GOA to become anchor tenant of ADLC.	CAO	Reeve & CAO engaged Minister Infrastructure at RMA, followed up requested by Minister; Mtg rescheduled Feb 25/25; Preliminary contact made with GOA to schedule mtg in new year; Draft Concept Floor Plans complete	Underway
2024-343	Include discussion on the condition of Twp Rd 604 leading to Clear Lake Campground in the 2025 budget workshops.	CS/CAO	Patching, blading, & gravel budgeted in 2025; Further discussion during Nov 27&28 budget workshop; Council reminded of topic on Oct 10/24 budget mtg; will bring back for further discussion once Rural Road Study completed by consultants	Complete Apr 15/25

2024-301	Form an IAC with Town and CAO to work with Town Admin to develop a draft bylaw to establish and define the function of an IAC	CAO	To Council Sep 16/25; Town approved Sep 9/25; Aug 21/25 ICF recommendation on IRC Bylaw; DRAFT Bylaw shared w Town CAO; Apr 30/25 met Sturgeon County to discuss models; Jan 7/25 CAOs met to discuss next steps; Sept 10/24 Town Council accepted recommendation from ICF Committee to establish forum for elected officials to exchange info of mutual interest	Complete Sep 16/25
2024-270	Approved purchase of 2025 Caterpillar 150 AWD motor grader from Finning for \$574,500 & trade-in Unit #219, a 2019 Caterpillar 140M3 motor grader, to Finning for \$305,000.	PW/CAO	New grader delivered; Suppliers have been notified	Complete May 22/25
2024-269	Approved purchase of 2025 Caterpillar D2 LGP dozer from Finning for \$277,173 & trade-in Unit #305, a 2019 Caterpillar D4K LGP dozer to Finning for \$95,000	PW/CAO	New dozer delivered; Suppliers have been notified	Complete May 22/25
2024-225	Flag Agriculture, Small Scale Operation for future discussion	CAO		Not started
2024-149, 179	Approved purchase salt/sand storage building incl installation from Coverco Buildings Ltd. for the price of \$395,426.65 excluding GST.	PW	Complete except for door installation; Contractor currently building structure; Pad constructed by COB; Contracts awarded for paving, building; Company notified	Underway
2024-070	Dispose of Unit 542, Unit 533 along with its plow attachments, which are Units 535, 536, and 537, as well as the plow attachments from Unit 543, which are Units 544 and 540.	PW/CS	Sold at auction	Complete Aug 1/25
2024-062	Council approved signing the land exchange agreement and to cancel the portion of Road Plan 2000MC north of NW 2-62-4-W5 containing approximately 0.938 ha (2.32 acres).	EA/DEV	Submitted to Land Titles for Registration; Approval received and sent to surveyor to finalize road plan; Alberta Transportation contacted for permission to close portion of road plan	Underway
2023-296; 2025-158	Negotiate Use Agreement with NSC to construct a ball diamond near Neerlandia Lagoon and bring back to Council for final consideration.	CAO/DEV	Pending Roadside Dev Permit, agreement approved by Council; To Council May 20/25; NSC signed Apr 21/25; to be returned to Council; Resent to NSC March 24/25 ; Agreement shared with NSC; project likely put on hold until 2025; Draft agreement being prepared to support discussions	Complete May 20/25

2023-208	Administration to send a letter of intent to Maykut Farms expressing the County's desire to enter into a lease agreement in 2026 for a portion of the gravel pit located in NE 3-63-4-W5.	PW/CAO	Revisions made & resent to pit owner; Letter of Intent sent to pit owner; Discussion with owner to confirm specifications, letter drafted; Gravel pit owner notified verbally of County's intent	Underway
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA	New minister, revising message	Underway
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF	Manola project approved, to be incorporated into report upon completion; Consolidating all lagoon reports (T.L. received Dec/22); incorporating asset management principles and discussions with LSAC	Underway
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Met with VSU representative to better understand situation/impact; Rough draft prepared	Underway
2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2018-029	Service Contract Review	FIN/EA/CAO	Initial list has been compiled.	Underway
2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	Community Standards Bylaw adopted; 1st rdng to Council Apr 1/25; Admin review Feb 26/25, tentative date for Council is Apr 1/25; Reviewed with Council at Dec 5/24 Committee of Whole; Bylaw is drafted, timeline to be discussed with Council; Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Complete May 6/25
2017-245	Policy for Special Events	CAO/Dev	Discussion with Council at Dec 5/24 Committee of Whole; Reviewing policies from neighbouring municipalities	Underway



SUMMER REPORT

May 2025 to
August 2025



Introduction

Between May and August, our Enforcement Services department actioned 183 calls for service and generated 603 files across the County. The following pages provide a detailed breakdown of the numbers.

County of Barrhead No. 11 Enforcement Services Department consists of one (1) full-time Community Peace Officer (CPO) which became fully operational on February 29, 2024. In June of 2025, County Council approved the addition of 2nd full-time CPO creating the opportunity for 1 CPO to be split between Emergency Management (25%) and Enforcement Services (75%). Work has begun to implement this addition and updates will be included in future reports.

Our department has continued to work closely with the Barrhead Regional Fire Service, as well as the Barrhead RCMP detachment. High visibility patrols, complaint response, and collaborative initiatives have continued. Three (3) stolen vehicles were identified by our department resulting in successful recoveries thanks to the assistance of the Barrhead RCMP. We also successfully launched our Golf Cart Pilot Project in July and continue to accept permit applications online and at the County office.

Our department actioned 183 calls for service and generated 603 files across the County between May and August. Compared to the same time period in 2024, this represents a 29% increase in calls for service and a 10% decrease in files generated.

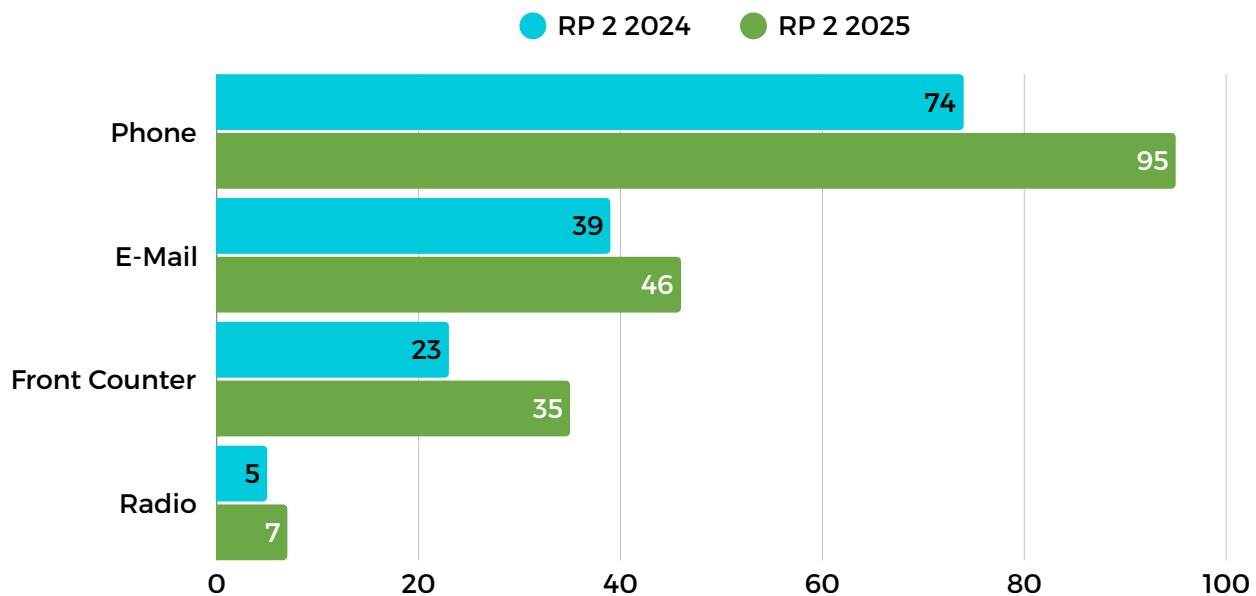
Our Peace Officer is not only responsible for complaint response, they are also expected to attend court and conduct proactive patrols for targeted issues. You can see a breakdown of this work below:

- Court (13) - 27 hours
- Meetings (19) - 24.75 hours
- School Bus Patrol (4) - 1.25 hours
- School Zone Patrol (13) - 13.25 hours
- Community Events (2) - 3.75 hours

Department Statistics

Calls for Service

Our department actioned 183 calls for service between May and August. This represents a 29% increase over the same period in 2024. The table below illustrates the methods in which these calls were received.



Our Peace Officer is authorized to enforce the following federal & provincial legislation:

- *Animal Protection Act*
- *Dangerous Dogs Act*
- *Environmental Protection & Enhancement Act*
- *Forest & Prairie Protection Act*
- *Fuel Tax Act*
- *Gaming, Liquor, and Cannabis Act*
- *Canada Shipping Act (Federal)*
- *Hwy Development & Protection Act*
- *Innkeepers Act*
- *Petty Trespass Act*
- *Tobacco, Smoking, Vaping Reduction Act*
- *Traffic Safety Act*
- *Trespass to Premises Act*
- *Dangerous Goods Transportation & Handling Act (Federal)*

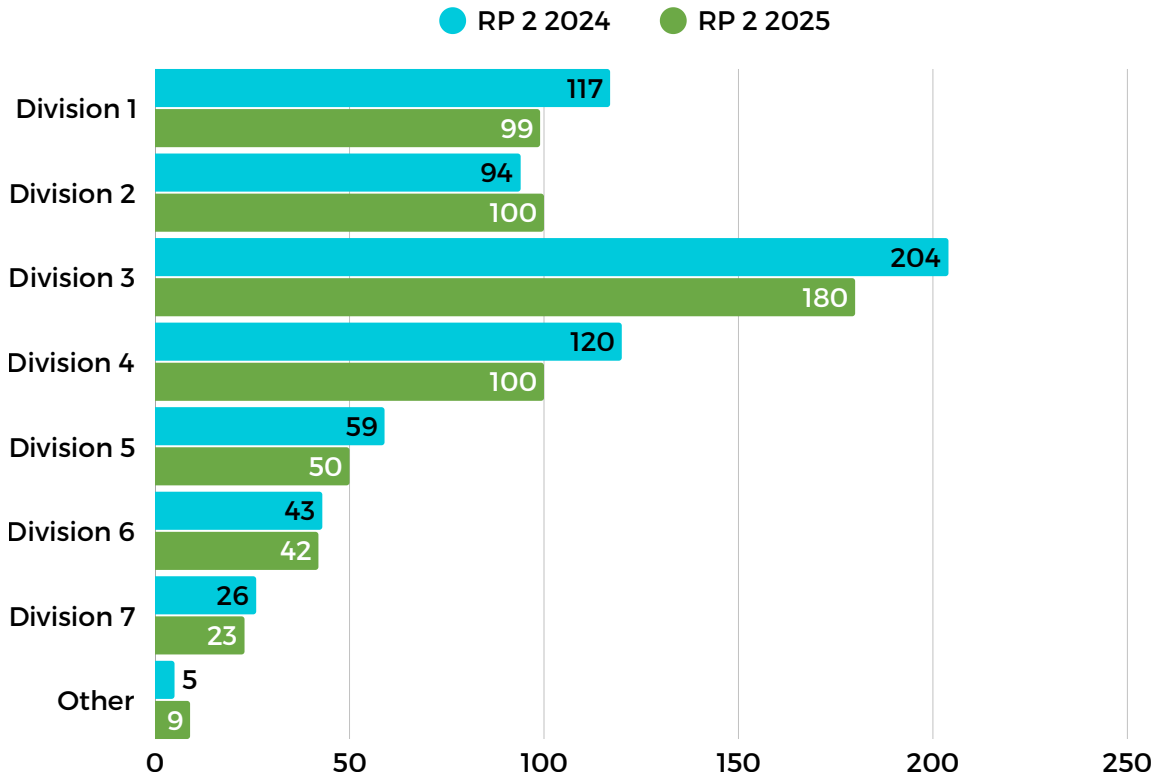
Our Peace Officer is also appointed to enforce all County of Barrhead municipal bylaws, including but not limited to:

- Animal Control Bylaw
- Traffic Bylaw
- Public Reserves Bylaw
- Prevention & Control of Fires Bylaw
- Community Standards Bylaw
- Land Use Bylaw

Department Statistics

Files by Division

Our department generated 603 files between May and August. This represents a 10% decrease over the same period in 2024. The graphic below illustrates the location of these files broken down by electoral division.



Our Peace Officer created 420 self-generated files while patrolling County roads across all divisions of the County. The higher concentration of files in Division 3 is largely attributed to the number of roads with higher traffic volumes, resulting in more traffic incidents being recorded.

Reporting Periods:

Report Period 1 (RP1) covers from January 1 to April 30

Report Period 2 (RP2) covers from May 1 to August 31

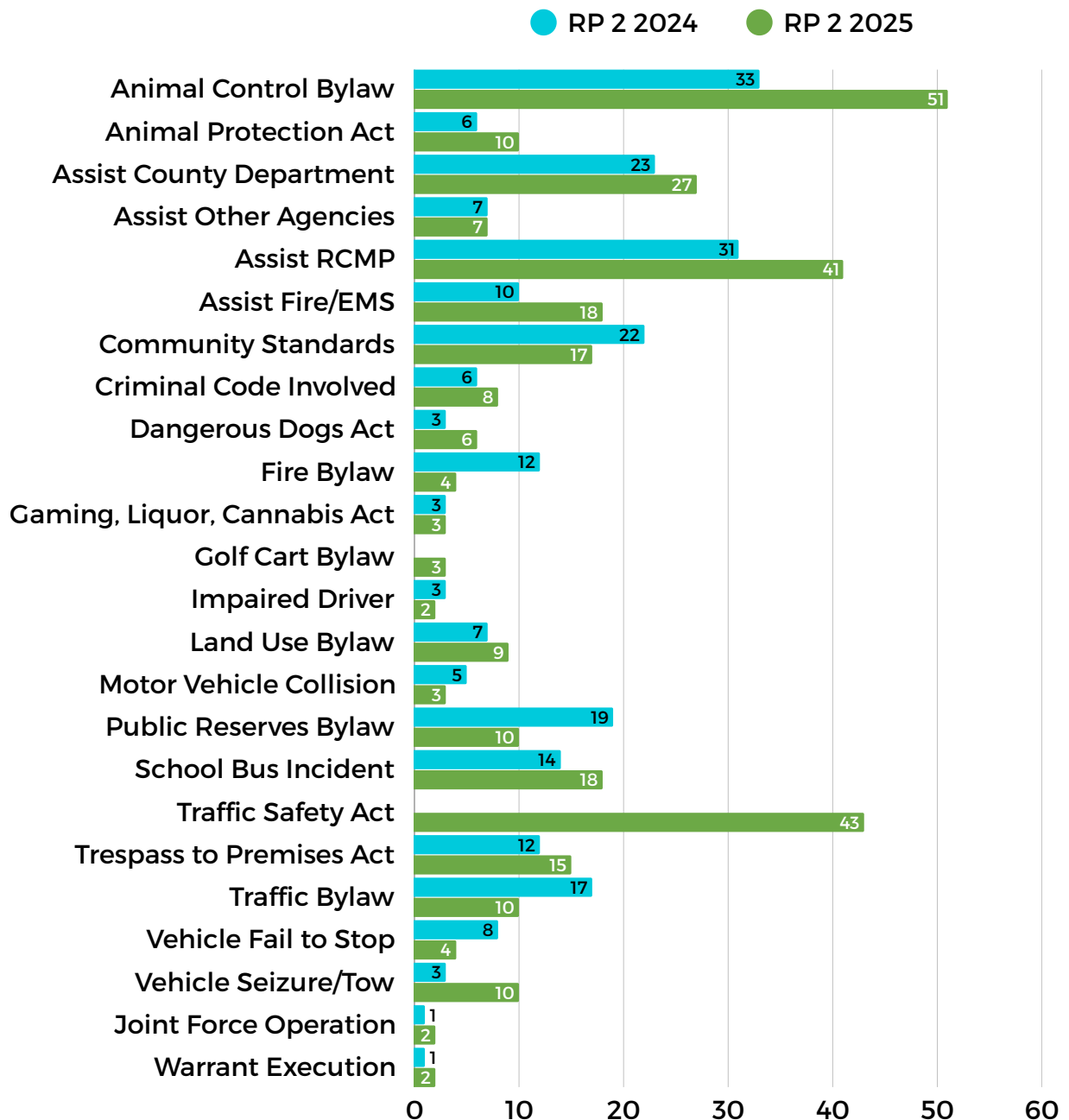
Report Period 3 (RP3) covers from September 1 to December 31

Department Statistics

Files by Incident Type

Our department identified many different types of incidents requiring Peace Officer action. The graphic below illustrates a breakdown of the incidents.

It is important to note that the numbers below will equal a number greater than the total number of files, as a file can have more than one file type associated with it. For example: a traffic stop involving an impaired driver would be captured under - Assist RCMP and Impaired Driver

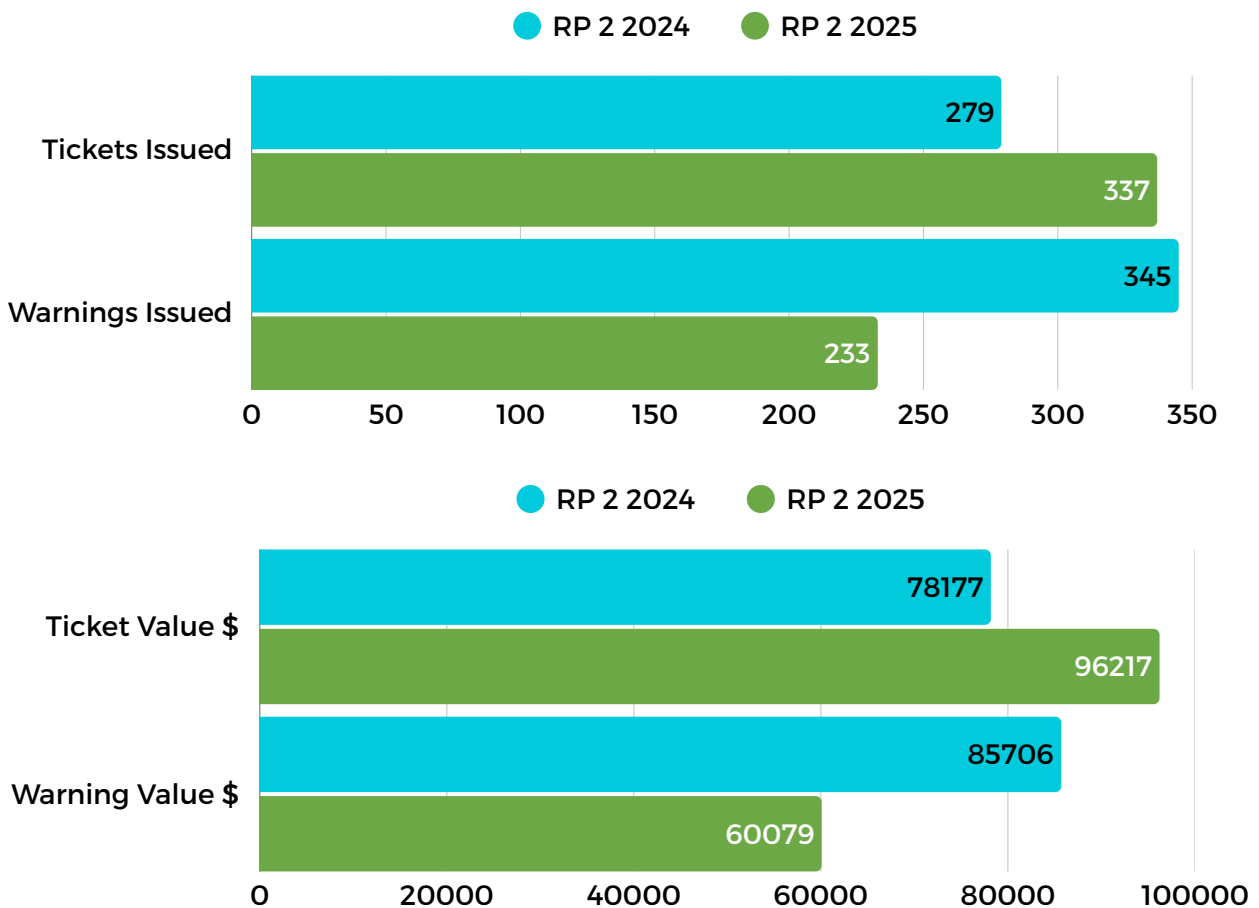


Traffic Safety

Traffic Enforcement

Traffic enforcement has been occurring throughout the County on local roads and provincial highways. Speed continues to be a concern with the highest violation observed being 79kph over the speed limit. Proactive patrols occur in different areas of the County depending on complaints received and offences noted while on patrol.

The table below provides a breakdown of the tickets issued, warnings issued, and the monetary value of the tickets and warnings. Warnings represent incidents which resulted in education as opposed to a fine being issued.



Notable Offences

Below is just a snapshot of compiled offences which posed a risk to public safety and were thankfully intercepted by our department. This list is not exhaustive and outlines the need for consistent presence throughout the County.

- Driver observed travelling **159kph in a posted 100kph zone** on Highway 18.
- Driver observed travelling **159kph in a posted 100kph zone** on Highway 18.
- Driver observed travelling **158kph in a posted 100kph zone** on Highway 33.
- Driver observed travelling **150kph in a posted 100kph zone** on Highway 18.
- Driver observed travelling **109kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **106kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **97kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **95kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **87kph in a posted 30kph school zone** on Highway 651.
- Driver observed travelling **144kph in a posted 80kph zone** on Township Road 594. Driver received a court summons for speeding and 3 additional traffic tickets.
- Driver observed travelling **130kph in a posted 80kph zone** on Highway 654. It was determined the vehicle was unregistered and had no insurance, resulting in the vehicle being towed and the driver being charged.
- Vehicle stopped due to expired registration. Determined the vehicle had no insurance, resulting in the vehicle being towed and the driver being charged.
- Driver observed travelling 60kph in a posted 40kph zone on a dirt bike without a helmet on Township Road 574. A traffic stop revealed that the driver was impaired by alcohol, the dirt bike was unregistered and uninsured. The driver received a 24-hour driving suspension and the dirt bike was walked home by a sober friend.

Notable Offences

Continued from previous page.

- Vehicle stopped due to expired registration, determined the driver had warrants for their arrest and was utilizing a licence plate for a different vehicle and without the owners consent. It was also determined the vehicle was uninsured. Vehicle was towed, and driver was arrested for their warrants and faced additional charges.
- Individual was identified trespassing near Campsie and was determined to have multiple arrest warrants outstanding from the Edmonton Police Service, as well as Barrhead RCMP resulting in their arrest.
- Driver observed travelling 150kph in a posted 100kph zone on Highway 33, the vehicle failed to stop. RCMP were advised and attempted a subsequent traffic stop, where the vehicle again fled. Vehicle was located later that day in the Town of Barrhead by the RCMP at a known property. Vehicle was seized as it was stolen.
- Vehicle stopped for failing to maintain lane. It was determined the vehicle was uninsured, resulting in the vehicle being towed and the driver charged. Driver also had a recent conviction for driving without insurance.
- Vehicle stopped after it was found that the licence plate did not belong to that vehicle. It was also determined the licence plate did not belong to the driver and the vehicle was being driven without insurance. Vehicle was towed and the driver was charged. Driver also had a recent conviction for driving without insurance.

Conclusion

Summer 2025 presented challenges related to mobile internet connectivity throughout the County which will need to be explored in 2026. Lack of mobile internet connectivity caused operational difficulties related to officer safety and system malfunctions. When a CPO is unable to access up-to-date system information during calls for service or traffic stops or is unable to communicate with dispatch for support when needed is a concern.

Work has also begun on developing the 2026-2028 Traffic Safety Plan, as required by Alberta Public Safety & Emergency Services. This will be brought to Council for review prior to submission. Work also continues on various projects such as the development of a Special Events Bylaw and modernization of the Public Reserves Bylaw.

Moving into the fall and winter will provide our department with an opportunity to refocus efforts on emergency management and begin the recruitment process for the additional CPO slated to join our department in January of 2026.

Work will continue with partner agencies and stakeholders to provide consistent enforcement presence throughout the County to ensure public safety.

If you'd like to lodge a complaint or contact our department, our 24/7 complaint line number is 780-284-9757.





Graders

- Area graders are blading gravel roads, patching and blading damaged oil surfaces.

Gravel

- County trucks are gravelling 2025 maintenance projects working out of the Fort Assiniboine and Vega gravel pits.

Drainage

- Utilizing the tandem gravel truck, we have been building approaches, repairing and replacing damaged culverts and clearing drainage issues.

Roadside Mowing

- Mowing has been completed.

Bridge Maintenance

- Repairing bridge guardrail and bridge rail damage (broken posts, missing splice bolts and reinstalling hazard markers).

Construction

- Working on Job 25-741 (through 28 and 29-62-3-W5), 1 mile completed and working on 2nd mile. Fall weather will determine if project will be completed in 2025.

Winter Sand/Salt

- Winter sand has been mixed with 10% salt and stacked in shed.

2026 Road Program

- Road Maintenance Program, 5-year Road Reconstruction Plan, Bridge Replacement & Repair Plans are being developed and updated.

Labour

- Construction clean up (picking rocks and roots, picking up old culverts, sign installation and grass seeding), sign repairs, and transfer station and campground maintenance.

Shop

- 627K scraper repair, installing winter snow equipment on graders and snow plow trucks.
- All other repairs and maintenance as required.

Utilities

- Proposal for Manola water line meter vault review has been received from Associated Engineering. Proposal will be reviewed with the BRWC Manager to determine next steps.
- Water monitoring well samples were taken and analyzed by Parkland Geo at the Thunder Lake Lagoon. Results will be put into County yearly monitoring data and reviewed in order to determine any trends. This is the 3rd year of the monitoring program.
- A new water customer was connected to the Neerlandia regional water line. Connection had been installed and paid for previously. Resident only had to run a new line from the connection to the house. A new meter was installed.
- All other testing and monitoring are being carried out as per normal operations.

October 22, 2025

Dear Councillor, Mayor or Reeve,

Congratulations on your role in municipal government! You are undertaking a significant endeavour that will have direct impact on your fellow citizens and shape your community for years to come. Your municipality is one of 69 members of the [Rural Municipalities of Alberta \(RMA\)](#), and we welcome your contributions as a voting member of YOUR association.

We recognize the steep learning curve you face as an elected official, and that your focus is likely on understanding your local responsibilities. For this reason, we will be providing you with several resources and learning opportunities over the coming months as to how RMA can support you in your role as a rural municipal councillor, and how you can become involved with RMA. Over the next several months, our **RMA 101** series will consist of virtual orientation resources and a series of webinars providing you with key information about the association and how it works for members. In the meantime, please visit [RMA's website](#) to learn more about the organization.

Consider this letter our first introduction and a quick overview of what we do, with much more to follow!

Who is RMA?

RMA is governed by a seven-person board of directors consisting of a President and Vice President elected at-large from among our full member base of rural elected officials, as well as five district directors. The board of directors provides strategic direction to the association in relation to advocacy, business services, and general governance and organizational structure.

- ◆ More information on RMA's [districts](#) and [board of directors](#) can be found on our website.

The RMA provides advocacy and business services to our members. We are the voice of rural Alberta and operate based on a vision of "strong, uniquely rural communities and resilient rural lands that support and drive Alberta." The RMA advocates the needs and concerns of rural municipalities to the provincial and federal governments, as well as other organizations. Rural municipalities are unique in many ways compared to other municipalities in Alberta and across Canada, and RMA's advocacy approach is to ensure that a rural municipal lens is applied to policy decisions made by other levels of government.

- ◆ For more information on RMA's advocacy efforts, visit the [advocacy section](#) of our website.

RMA also provides insurance and procurement services to both full member municipalities and other municipalities and public sector organizations across Canada. Founded in rural Alberta as a means to provide rural municipalities with bulk purchasing options of culverts in 1936, [Canoe Procurement Group of Canada](#) is now one of the largest public sector buying groups in the country. By combining the purchasing power of over 5,000 public and not-for-profit organizations throughout Canada, Canoe is uniquely positioned to get members access to a wide range of trade-compliant products and services at preferred rates.

Established in 1955, [RMA Insurance](#) is a member-owned, non-profit organization, that has one central goal: to help your organization gain the safety and service you need, while helping you control and reduce long-term risk-related costs. In keeping with this goal, RMA Insurance has experienced staff who can match your organization with the right insurance and risk management program (consulting and training), while keeping you on budget. RMA's strong business service offerings have the dual benefit of

providing members with prices, service and an understanding of their needs and priorities that is unmatched, while also providing RMA with revenue to support strong advocacy and member support functions.

- ♦ For more information on Canoe Procurement Group of Canada, visit the [Canoe website](#).
- ♦ For more information on RMA Insurance, visit the [RMA Insurance website](#).

RMA 2025 Fall Convention and Tradeshow

The first opportunity to meet fellow members from across the province and learn more about RMA is at our 2025 Fall Convention and Tradeshow, taking place at the Edmonton Convention Centre from November 17 to 20. RMA hosts two conventions each year which provides valuable opportunities for rural municipal elected officials to learn about current issues, engage with the provincial government, participate in workshops, and network among your fellow councillors. The convention agenda and other details are available on [RMA's website](#), and your returning council colleagues or CAO can fill you in more on convention highlights. A few convention events to be aware of include:

- ♦ A brief RMA orientation will be provided the morning of November 18 to inform you about the work RMA does for our members.
- ♦ Resolutions form an important part of RMA's advocacy efforts as they provide direct member direction on advocacy priorities. A package outlining the fall 2025 resolutions is [now available on the RMA website](#) to help you make an informed voting decision during the resolution session.
- ♦ Elections for several positions on the RMA Board of Directors will take place, including the election for Vice-President, and directors for districts 2, 3, and 5. This is an opportunity for members to select their representatives on the RMA Board of Directors.
- ♦ The RMA/Canoe Tradeshow will take place the afternoon of November 18. It is a great opportunity to interact with over 100 vendors specializing in municipally related products and services

We look forward to seeing you at the upcoming convention and are thrilled to have you as a new RMA member!

Sincerely,



Kara Westerlund, President



2510 Sparrow Dr, Nisku, AB T9E 8N5
Office: 780.955.3639 | Fax: 780.955.3615
rmalberta.com



	Misty Ridge Ski Hill	
		Date Aug 20, 2025
Meeting Minutes		

H

Attendance: Daniella, Matthew, Gary, Mike, Dee, Bill, Tanya

Call to Order: Matthew called the meeting to order at 7:41 pm

Approval of Agenda: Daniella moved to remove west jet raffle, keeping track of county/town hill users. Add investing of the Camp Creek Funds. Add concession/staff. Dee approves amended agenda. Gary seconds. All in favor (AIF).

Approval of Minutes: Dee approves the minutes. Bill seconds. AIF.

Secretary Report:

- ordered Starlink. Was on sale. Cost was \$261.45
- quotes from Shane Peters for some work we would like to get done for a grant possibly with the co-op
- clothing site: just about ready to launch, called entropy shops. Just have to remove a few items that I don't want to include. I think I will wait until closer to Oct-Nov before we advertise. After the first \$1000 in sales, we will get 10% of sales, paid out biannually in June and December.
- CWSAA conference in Calgary in Sept 23-24. Cost is \$375 if registered before Aug 27. \$425 after that. Doesn't include hotels- Wendy from Tawatinaw is going, wondered if one of us wanted to go with her. Dee is interested and will reach out to Wendy to see if it would provide value to the club.
- Jackie has not looked into the online booking of lessons yet.
- when we start looking for staff, I have set up an email for myself as the secretary (thinking succession planning), and we will use that one for applicants. I've started using it for all my communications for the hill, will use it for the clothing website, Starlink account, etc.
- square store is set up, Ipads are loaded and ready to be used.

Treasurer Report: no report available. Shelley not in attendance.

Operator's report: Everything on the snowcat was repaired, except for the tracks. Ended up costing around \$10,000. Water leak: haven't found the leak yet on the hill. Tower 2 was fixed this summer. Shop door needs to be repaired. Damon will do this. Pump house roof is in dire need of repair. Mike motions we ask Shane Peters to come fix it. Bill seconds. AIF. Daniella will reach out to Shane to come in the fall to get that done.

Old Business:

- funds/grants:** Shane Peters was here to give us some quotes on work that needs to be done around the chalet. Will be using this information for the Co-op grant that is due in Feb. I will reach out to Brittany Schuurman in the fall here now that I have a little bit of information.
- please keep asking around and thinking about someone who might be interested in being the grant writer. Tanya will look into grants available.
- snow cat repairs: done
- new equipment: Damon has to get a list to Matthew yet, and then Matthew will ask the shops in Jasper for used equipment.
- cross country ski: We will keep our current pricing for trail access at \$5/day or \$50 season pass. Cross-country skiers will have to stop at the chalet to check in prior to going on days that we are open.

	Misty Ridge Ski Hill	
		Date Aug 20, 2025
Meeting Minutes		

Daniella will get some signs made up at Diversified, one for the chalet, and a couple for the hill to guide skiers to the start of the trails.

New Business:

- generator: Daniella motions we purchase the generator from Troy at Peace Country Rentals. Mike Seconds. AIF. Danny will let Troy know.
- list of equipment: Damon will go through them at the end of the meeting and get the list to Matthew.
- concession/staff: will advertise around the time of AGM
- investing Camp Creek funds: Daniella will look into GICs or other ways to invest some of the Camp Creek funds.
- dedicated maintenance person: after the AGM, we need to appoint this task to someone who can ensure routine checks/maintenance are getting done. More so in the summer when Damon isn't here as much.
- County update: Dee is working with the county. The 1998 Agreement first draft is completed, Dee will send it out to board members to review when she receives it. Dee is working on a operational and capital budget/plan as well.
- snowmaking: once we have the generator we need to run 24 hours when the weather is favorable. Damon and Greg can do day shifts, and we will ask around for 2 guys to do the night shift. Daniella will ask Fossil Solutions if they have any guys that would be able to do this for at least the start up of snow making.
- orkin: Daniella motions that we get Orkin to come and spray for flies. Gary seconds. AIF. Gary will call them.

Next Meeting Date: Next meeting will be the AGM. October 15, 2025 at 7 pm. Matthew will book the county chambers again. Daniella will get an ad in the paper 2 weeks prior.

Adjournment: Bill motions to adjourn at 9:00 pm. AIF.