

AGENDA
COUNTY OF NORTHERN LIGHTS
REGULAR COUNCIL MEETING HELD IN COUNTY CHAMBERS
ON TUESDAY, OCTOBER 28, 2025 at 9:00 A.M.
COUNTY BUILDING, MANNING, ALBERTA

<https://us02web.zoom.us/j/81170687554?pwd=MvRvO244EVIJXSUPSI6HGzFq2KkfhV.1>

01.0 Call to Order

01.1.1 Land Acknowledgement

02.0 Adoption of the Agenda

03.0 Adoption of the Minutes of the Previous Regular or Special Meeting(s)

A. *Tuesday, October 14, 2025, Council Meeting Minutes* [pg.03]

04.0 Delegations

05.0 Policies/ Bylaws

A. *Water Policy* [pg.08]

B. *Agricultural Services Bylaw No. 25-63-503 (after ASB Meeting)*

06.0 Municipal/CAO & Departmental Reports/Business

06.1 Government Services

06.1.1 Council/Legislative

A. *Invitation to the Opening Ceremonies of the SSA 1A Girls Volleyball Provincials and to give Greetings* [pg.17]

B. *2025 Fall Alberta Municipalities (AM) Convention Attendee Confirmation* [pg.18]

C. *2025 Fall RMA Convention & EOEP Course Attendee Confirmation* [pg.21]

D. *2025 Fall RMA Resolutions* [pg.28]

E. *Staff and Council Christmas Party Report* [pg.48]

06.1.2 Administration

A. *CAO Report* [pg.49]

06.1.3 Assessment

06.1.4 Taxation

06.1.5 Finance

A. *Year-to-Date Budget Report* [pg.50]

06.1.6 Equipment/Supplies

06.1.7 Buildings/Properties

06.1.8 Personnel/Human Resources

06.2 Protective Services

06.2.1 Policing

06.2.3 Fire protection

- 06.2.4 Emergency Measures & Disaster Services
- 06.2.5 Ambulance/First Aid
- 06.2.6 By-law Enforcement
- 06.3 Transportation/Drainage/Public Works
 - 06.3.1 Public Works
 - A. Director of Public Works Report [pg.84]*
 - 06.3.2 Roads
 - 06.3.3 Airport
 - 06.3.7 Drainage Ditches
- 06.4 Utilities/Public Works
 - 06.4.1 Water
 - 06.4.2 Sewage
 - 06.4.3 Solid Waste
- 06.6 Environmental Development
 - 06.6.1 Development [Planning/Zoning/Subdivisions]
 - A. Subdivision Report 25NL14 – Farmstead Separation [pg.106]*
 - 06.6.2 Community Services / Economic Development
 - 06.6.3 Agriculture Services
 - A. Heartland Training and Support – Funding Request [pg.118]*
 - 06.6.5 Natural Resources
 - 06.6.6 Housing / Seniors
 - 06.6.9 Tourism

07.0 Ward and/or Committee Reports

08.0 Info Items

A. Tuesday, October 28, 2025, info Package [pg.129]

09.0 Open Mic

Decisions on Delegations

10.0 In Camera Items

A. Election Update under ATIA section 9(2), POPA section 15(c)(1) & 21(1)(a)&(b), and LAEA section 56

11.0 Adjournment

**MINUTES
COUNTY OF NORTHERN LIGHTS
REGULAR COUNCIL MEETING HELD IN COUNTY CHAMBERS
ON TUESDAY, OCTOBER 14, 2025, at 9:00 A.M.
COUNTY BUILDING, MANNING, ALBERTA**

<https://us02web.zoom.us/j/81532446509?pwd=czvbtQwmRUVzGt7nMQU9zCAo74gLQQ.1>

PRESENT:

Gary These	Ward One	Weberville/Stewart
Kayln Schug	Ward Two	Warrensville/Lac Cardinal (virtual)
Brenda Yasinski	Ward Three	Dixonville/Chinook Valley
Brent Reese	Ward Four	Deadwood/Sunny Valley
Gloria Dechant	Ward Five	North Star/Breaking Point
Terry Ungarian	Ward Six	Hotchkiss/Hawk Hills
Linda Halabisky	Ward Seven	Keg River/Carcajou

IN ATTENDANCE:

Gerhard Stickling – Chief Administrative Officer
Josh Hunter – Director of Finance
Chales Schwab – Director of Public Works
Teresa Tupper – Executive Assistant/Recording Secretary
Dan Archer – Mile Zero Banner Post Reporter

01.0 Call to Order

01.1.1 Land Acknowledgement

Reeve Ungarian called the Tuesday, October 14, 2025, Council Meeting to order at 9:00 a.m.

02.0 Adoption of the Agenda

413/14/10/25 MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, October 14, 2025, Council Agenda and adopt it with the following additions:
06.3.2 - B 25. Bridge Maintenance Tender Award
06.6.2 – B Lac Cardinal Economic Development Board Membership
CARRIED

03.0 Adoption of the Minutes of the Previous Regular or Special Meeting(s)

A. Tuesday, September 23, 2025, Council Meeting Minutes

414/14/10/25 MOVED BY Councillor These to acknowledge receipt of the Tuesday, September 23, 2025, Council Meeting Minutes and adopt them as presented.
CARRIED

05.0 Policies/ Bylaws

A. Progressive Discipline Policy

415/14/10/25 MOVED BY Councillor Reese to acknowledge receipt of the Progressive Discipline Policy and Harassment & Bullying Policy Report and rescind these policies as they are now within the Safety Program.
CARRIED

06.0 Municipal/CAO & Departmental Reports/Business

06.1 Government Services

06.1.1 Council/Legislative

A. Invitation to the Grand Opening of the Aurora Place – Del Air Lodge

416/14/10/25 **MOVED BY Councillor Schug to acknowledge receipt of the Invitation to the Grand Opening of the Aurora Place, Del Air Lodge and send Reeve Ungarian to give greetings from the County and send Councillor Reese and Halabisky.**
CARRIED

B. Peace Regional Mental Health Task Force – Terms of Reference

417/14/10/25 **MOVED BY Councillor Dechant to acknowledge receipt of the Peace Regional Mental Health Task Force – Terms of Reference and inform the Task Force of Councils support for the new Terms of Reference.**
CARRIED

C. Rental of County Doctor House

418/14/10/25 **MOVED BY Councillor These to acknowledge receipt of the Rental of County Doctor House Report and approve the rental agreement with the Doctor coming to do their assessment here at the Manning Community Health Centre Hospital for the period of October 16 to February 02, 2026.**
CARRIED

D. Fire Department Open House – Celebrating Fire Prevention Week

419/14/10/25 **MOVED BY Councillor Halabisky to acknowledge receipt of the Fire Department Open House Invitation and approve attendance for Deputy Reeve Yasinski to the event.**
CARRIED

E. Maskwa Medical Centre – Letter of Support

420/14/10/25 **MOVED BY Councillor Schug to acknowledge receipt of the Maskwa Medical Centre – Letter of Support Request and accept it for information.**
CARRIED

F. Dixonville Library's 15th Anniversary (Deputy Reeve Yasinski)

421/14/10/25 **MOVED BY Councillor Dechant to acknowledge receipt of the Dixonville Library's 15th Anniversary Discussion and provide an Anniversary card & flowers and send it with Deputy Reeve Yasinski on Saturday, October 18th, 2025, between 10:00 a.m. to 4:00 p.m.**
CARRIED

06.1.2 Administration
A. CAO Report

422/14/10/25 **MOVED BY Councillor Reese to acknowledge receipt of the October 14, 2025, CAO Report and accept it for information.**
CARRIED

04.0 Delegations

A. Peace River Community Soup Kitchen, Donna Dahm, Chairperson and Rose Gish, Treasurer at 9:45 a.m.

The Peace River Community Soup Kitchen requested operational funding for the 2026 budget year.

*Recessed the meeting at 9:58 a.m.
Reconvened the meeting at 10:10 a.m.*

06.1.3 Assessment

06.1.4 Taxation

06.1.5 Finance

A. Director of Finance Update

423/14/10/25 **MOVED BY Councillor Halabisky to acknowledge receipt of the Director of Finance Update and have administration revise the annual County Bursary allocations to include two bursaries in the amount of \$2500. each for future budget years beginning in 2026.**
CARRIED

B. August 2025 Bank Reconciliation

424/14/10/25 **MOVED BY Councillor Yasinski to acknowledge receipt of the August 2025 Bank Reconciliation and accept it for information.**
CARRIED

06.1.6 Equipment/Supplies

06.1.7 Buildings/Properties

06.1.8 Personnel/Human Resources

06.2 Protective Services

06.2.1 Policing

06.2.3 Fire protection

A. Dixonville Fire Department (Yasinski)

▪ *Public Engagement*

425/14/10/25 **MOVED BY Councillor Yasinski to acknowledge receipt of the Dixonville Fire Department Discussion and have a public engagement and recruitment opportunity session at the Dixonville Firehall at 7:00 p.m. on Monday, November 03rd, 2025.**
CARRIED

06.2.4 Emergency Measures & Disaster Services

06.2.5 Ambulance/First Aid

06.2.6 By-law Enforcement

06.3 Transportation/Drainage/Public Works

06.3.1 Public Works

A. Director of Public Works Report

- Stage 3 Drought Announced for Northern Alberta

426/14/10/25 **MOVED BY Councillor Dechant to acknowledge receipt of the Director of Public Works Report and accept it for information and approve an approach on roll #312390.**
CARRIED

Recessed the meeting at 11:10 a.m.

06.3.2 Roads

A. County Sponsored Calcium for Sunny Valley Road

427/14/10/25 **MOVED BY Councillor Reese to acknowledge receipt of the County Sponsored Calcium for Sunny Valley Report and apply 10,000m (10km) of calcium during the Dust Control Program for residents and intersections along the Sunny Valley Road for 2026.**
CARRIED

B. 25.BR.MAIN - Bridge Maintenance Tender Award

428/14/10/25 **MOVED BY Councillor These to have the County award the 25. BR.MAIN - Bridge Maintenance tender to Griffin Contracting Ltd for \$271,900.00.**
CARRIED

06.3.3 Airport

06.3.7 Drainage Ditches

06.4 Utilities/Public Works

06.4.1 Water

06.4.2 Sewage

06.4.3 Solid Waste

06.6 Environmental Development

06.6.1 Development [Planning/Zoning/Subdivisions]

A. Administrative Planning & Development Update

429/14/10/25 **MOVED BY Councillor Halabisky to acknowledge receipt of the Administrative Planning & Development Update and accept it for information.**
CARRIED

06.6.2 Community Services / Economic Development

A. 2026 Growing the North Sponsorship Request

430/14/10/25 **MOVED BY Councillor Schug to acknowledge receipt of the 2026 Growing the North Sponsorship Request and sponsor the 2026 Growing the North Conference at a \$2800 silver sponsorship level with funds coming out of the economic development budget.**
CARRIED

B. Lac Cardinal Economic Development Board Membership

431/14/10/25 **MOVED BY Councillor Reese to acknowledge receipt of the Lac Cardinal Economic Development Board Membership Report and defer from becoming a member at this time.**
CARRIED

06.6.3 Agriculture Services

06.6.5 Natural Resources

06.6.6 Housing / Seniors

06.6.9 Tourism

07.0 Ward and/or Committee Reports

A. September Ward Reports

432/14/10/25 MOVED BY Councillor Dechant to acknowledge receipt of the September 2025 Ward Reports and accept them for information.
CARRIED

08.0 Info Items

A. Tuesday, October 14, 2025, Info Package

433/14/10/25 MOVED BY Councillor These to acknowledge receipt of the Tuesday, October 14, 2025, Info Package and accept it for information.
CARRIED

09.0 Open Mic

Decisions on Delegations

434/14/10/25 MOVED BY Councillor Schug to donate \$2500 to the Peace River Community Soup Kitchen from the 2025 council grant budget for 2026 operational costs.
CARRIED

10.0 In Camera Items

A. Legal and Personnel under ATIA Section 9(1)(b) & (e)

435/14/10/25 MOVED BY Councillor These to have the Tuesday, October 14, 2025, Council Meeting go in camera to discuss Legal and Personnel under ATIA section 9(1)(b) & (e) at 11:45 a.m.
CARRIED

Charles Schwab, Director of Public Works; Josh Hunter, Director of Finance; Dan Archer, Reporter and Teresa Tupper, Executive Assistant exited the meeting at 11:45 a.m.

436/14/10/25 MOVED BY Councillor Halabisky to have the Tuesday, October 14, 2025, Council Meeting come out of camera at 12:13 p.m.
CARRIED

437/11/10/25 MOVED BY Councilor Ungarian to grant the Chief Administrative Officer, Gerhard Stickling one grid increase increment, retroactive from May 13, 2025.
CARRIED

11.0 Adjournment

Reeve Ungarian adjourned the Tuesday, October 14, 2025, Council Meeting at 12:14 p.m.

Chief Elected Officer
Terry Ungarian

Chief Administrative Officer
Gerhard Stickling



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

Report No.
DPW -2025

File No.

Subject:	Water Policy
Agenda Date:	Tuesday, October 28, 2022
Attachments:	Policy

BACKGROUND:

At the Council Ordinance meeting, several changes were requested by Council to the County Water Policy. These changes have been made and the policy is here for Council's approval.

RECOMMENDATION

It is recommended that:

1. Council acknowledge the report; and
2. Council approve the Policy as presented

Prepared by:

Deb Pawluski
Public Works Admin Assistant

Approved by:

Gerhard Stickling
Chief Administrative Officer

WATER POLICY

Subject: Water

Ref: Water

Code: 41

Date Approved:

Motion No.:

Replaces: 044/30/01/24

The County of Northern Lights prioritizes the supply of potable water to its residents, and businesses.

The Water Policy aims to set clear principles for the ongoing growth and distribution of municipal water services in areas deemed economically viable.

These guidelines are designed to regulate the expansion in a controlled manner, aligning with the overall well-being of the entire County.

Chief Elected Official

Chief Administrative Officer

Water Policy Goals

1. Fair Access (Availability) to Potable Water

The extensive size of the County of Northern Lights presents various challenges in supplying potable water to its residents, and businesses. Due to the geographical limitations and varying population density throughout the County, achieving economically viable uniform service levels is not feasible. The Council and Administration are committed to gradually equalizing service levels over time. While there may be variations in the level of service and water availability, the County aims to maintain uniform pricing as outlined in the "Schedule of Fees Bylaw".

2. Cost of Water

Water serves as a vital utility, and residents as well as businesses rely on a predictable cost for water. The County, acting both as a producer and purchaser of potable water, has limited control over setting water prices. The price of County water is dependant on the price the County is charged by the Town of Peace River and the Town of Manning. The water supply is subsidized with tax dollars, resulting in rates that fall short of covering the service delivery costs. Achieving full cost recovery for potable water proves challenging in the County due to its geographical constraints and small populations.

The Council and Administration are striving to reach full cost recovery by adjusting water rates, connection fees, and minimizing operational costs. During the annual operating budget preparation, the actual cost of water production and supply will be calculated and compared to the current water prices with the aim of reducing the disparity each year.

Rural Water System

The County owns and operates 3 rural water systems, in Dixonville, Manning and Peace River which deliver water through direct connection to resident's homes, and businesses. The system is supplied water from the Town of Manning and Town of Peace River. Some of the County truck fills are used as reservoirs and pumping stations for rural water. All water is metered at the resident's homes, and businesses then billed monthly.

System Expansion

1. Annually, as part of budget deliberations, Council decides whether to fund and construct an expansion of the Rural Water System. Factors influencing the decision include the number of requests, competing priorities, budget constraints and available grant funding.
2. Residents and business may apply any time to express their interest in being connected to the Rural Water System. The Public Works Administration will maintain an updated list of interested applicants. Residents and businesses may add or remove their names from the list at anytime. There is no cost for application. There is no commitment from the County that a connection will be made.
3. When a project is included in an annual capital budget, administration and the County's consulting engineers hired for the project will prepare potential project alternatives for Council review and acceptance. The project alternatives will be based on connecting the most number of residents, and businesses with the available budget for the project. Council may also direct the project to target certain locations at their discretion.
4. Council will review the costs of each potential project, but projects which exceed an average cost of \$58,000 per connection will not be approved. Where the overall cost of a phase is increased by the cost of portions of the system (lines, valves, booster station, etc.) being upsized to service future phases, those incremental costs will not be included in determining the average per hookup costs.
5. The connection fee is the resident's or businesses contribution to the project and includes both costs for labour and materials on their land, and off- site costs. If the connection is to an existing dwelling it includes all the costs of the install into the house.

Additional plumbing costs at the request of the resident or business will be at their own cost.

6. Requests from residents or businesses who wish to pay for the full cost of connection and not wait to be part of an expansion project will be reviewed and approved by the Director of Public Works. The full construction cost of connection will be borne by the business or homeowner/resident. If the direct costs to connect is less than the current connection fee, the difference will be paid to the County. The minimum cost to connect to the system is the connection fee in all circumstances. The Director of Public Works must also approve the contractor and all materials planned for the connection.

Rural Water System Connection

1. The cost of connecting to the Rural Water System will be reviewed yearly and updated in the "Schedule of Fees Bylaw"
2. Residents or businesses that are located within 200m of an existing distribution line may apply at anytime to be connected, however only applications received before July 1 of that construction year will be considered for that year's installations.
3. Where a landowner requires the waterline across his/her property to access water for their own home quarter, the County will not provide crop damage on that portion of the waterline. This is in recognition that the provision of water is a subsidy to the landowner and they should therefore not benefit twice by also being paid for the crop loss. Where the same landowner has easements on other properties, they will receive payment for crop damage on those lands as per the County's policy "Land Acquisition for Municipal Projects Policy" as set in the Schedule of Fees Bylaw.
4. Any addition to the system that requires an upsized line, will be required to have engineering design to which the cost will be incurred by the applicant.

Idle Services

1. When a resident or business pays for a connection to a vacant property as part of an expansion project for a future development the line will be installed to the property and a curb stop will be installed. This is defined to as an Idle Service.

2. Idle Services will be charged an Idle Service Fee as outlined in the "Schedule of Fee's Bylaw."
3. The connection fee for an Idle Service includes the installation of the water line to the curb stop. Only, the meter and required pressure regulator will be supplied at the time of development by the County. The pipe materials and installation costs at the time of development will not be paid by the County.
4. The County must inspect the full install before the service will be turned on. Developers, Homeowners, or Contractors must request an inspection of all lines and plumbing connected to the system. A minimum of two business days notice is required for an inspection. Lines buried or bored without an inspection or County personnel present will have to be re-excavated or replaced if an inspection is not requested.

Owners wishing to terminate the "Line Fee" charge for the idle services, forfeit the property's consideration as a serviced property, and will have to repay the full connection fee, when they wish to be connected.

System Design and Maintenance

1. County of Northern Lights Water Bylaw is referenced for operation and maintenance of the rural waterline system. Rural water connections past the curb stop maintenance falls upon the resident or business not the County.
2. Once the warranty period has ended, the County will repair/ replace the components of the water meter assembly, this includes the meter, pressure release valve, gauges, check valve and screen at the resident's expense, as per the Schedule of Fees.
3. When utilities staff are called out after 4:30 p.m. Monday to Thursday, or 3:00 p.m. Fridays, or anytime on the weekend or Stat holidays, there will be a call out fee as well as an hourly fee charged to the resident as per the Schedule of Fees.
4. New phases and/or expansions will be designed by a qualified engineering firm as approved by the Director of Public Works.
5. During the project design phase Council may choose a trickle system or a pressure system. The decision of a pressure or trickle system will be based on cost and water pressures. Where a minimum of 40 psi cannot be achieved the service will be a trickle

system.

Subdivisions and Developments

1. New subdivisions or area structure plans that have greater than 5 lots proposed and are within 1.6 kilometers of an existing water distribution line will be required to install water lines meeting County specifications as a condition of the subdivision.
2. All costs will be the responsibility of the property developer. Each lot within the subdivision will still be required to pay the connection fee to access the County water service.
3. New multiple tenant buildings will be charged one connection fee plus all the costs of upsizing the line to accommodate the increased volume, as well as any costs associated with installing multiple meters, booster stations, or other required offsite infrastructure.

Truck Fills

The County owns and maintains truck-fills located in the Southern portion of the County in Weberville, Warrensville, Dixonville, Deadwood and in the Northern Portion at North Star, East Manning, Notikewin, Hotchkiss, and Keg River (A stand alone Water Treatment Plant).

1. The rural water system capacity is designed and constructed based on supplying potable drinking water to County residents for residential and business use.
2. As the system is designed for a large growth factor of residential and business usage over many years, there is currently excess capacity in the system. This excess capacity can be utilized for Commercial, Farming, and Industrial usage. Businesses, Commercial, Farming Operations, and Industrial Operators are encouraged to apply for an account and purchase water. Large volume users shall talk to the County Administration about the availability of large volumes of water. County administration will immediately suspend any account which is having any negative impacts or potential impacts on the system, or that have not reported large volume to inquire about availability.
3. As some of the truck-fill capacity is dependant upon the reservoir capacity of the raw water reservoirs (West of Manning). The availability of selling water for Commercial, Farm, and Industrial usage may vary, and large volume users may be restricted or suspended at anytime.

Hamlet Water System

All residences and businesses within a Hamlet are required to be connected to the distribution water system. In Hamlets, the distribution system:

1. Water rates will be set through the Schedule of Fees bylaw.
2. The installation of water services will be through either pre-payment or local improvement.
3. If there are multiple locations for water servicing and they are not adjacent to each other, separate local improvement plans may be required.

Community Water Systems (CWS)

Community water supplies were constructed in rural areas as a source of water for farms and acreages prior to development of federal and provincial potable water standards. These water supplies are located in Hawk Hills, Bear Creek, Warrensville, Weberville North, Weberville South, Reinwood, Sunny Valley, Hotchkiss, and Carcajou.

1. These sites will be marked with "Non-potable Water" signs.
2. The decision to conduct major repairs or replacement to non-potable water infrastructure will be at the discretion of Council.
3. Community water supplies that are deemed to be beyond their useful life will be taken out of service at the sole discretion of the Council.
4. Wherever possible, a six month notice of closure will be given for any CWS that will be closing with the notice posted at the CWS as well as through local newspaper, website, social media, etc.
5. The disposal of a CWS site is permitted and will follow the following process:
 - a. The County may retain surface water CWS's (dugouts) as a source of water for dust control and firefighting purposes.

- b. Offered to the owner of the balance of the quarter at a price established by Council or the County may sell the land and well in accordance with the asset disposal policy.

Private Water and Co-op Systems

Private waterlines and Private water co-ops are not affiliated with the County of Northern Lights. Governance of these private systems are Provincially regulated and inquiries should be directed to the Province of Alberta or to the owners of the waterline.

Financial assistance requests should be directed towards Council Grants.

The Weberville Water Co-op is not the responsibility of the County of Northern Lights.

Administration

1. Refer to the County Water and Wastewater bylaw for other conditions of service.
2. Refer to the County Schedule of Fees Bylaw for current prices.



Reeve Terry Ungarian
County of Northern Lights
Box 10
Manning, AB T0H 2M0

October 23, 2025

Dear Reeve Ungarian,

On behalf of the SSA 1A Girls Volleyball Provincials Host Committee, it is my pleasure to extend an invitation to you and Council to participate in the SSA 1A Girls Volleyball Provincials, hosted by our very own Manning Aurora Composite School, from November 27–29, 2025.

This provincial event is an exciting opportunity to highlight the enthusiasm of our region while welcoming athletes and families from across Alberta. We would like to include a written greeting from you to our visitors in our official event program. A short note of approximately 100–150 words would be perfect, and we kindly ask to receive it before November 7th.

In addition, we would love if you and/or members of Council could join us for the Opening Ceremonies on the morning of Thursday, November 27, to deliver a short two-minute greeting on behalf of the County. Your words of encouragement would help set the tone for a positive and memorable event. While the final decision to proceed with the championship remains dependent on the outcome of ongoing strike action, we remain hopeful and optimistic that we will be able to host this exciting event as planned.

Thank you for your ongoing support!

Sincerely,

Janine Gray
Chair, SSA 1A Girls Volleyball Provincials Host Committee
c.janine.gray@gmail.com
780.836.5083

06.101-A



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

Report No.

Agenda Item No.

06.1.1- *B*

Subject: 2025 Fall Alberta Municipalities (AM) Convention Confirmation

Agenda Date: Tuesday, October 28, 2025

Attachments: Draft AM Convention Agenda

RECOMMENDATION

It is recommended that:

- 1) Council acknowledge receipt of the Report; and
- 2) Confirm the attendance of _____, _____ and _____ at the Alberta Municipalities Convention on November 12 to 14, 2025, TELUS Convention Centre Calgary.

BACKGROUND

**372/09/069/25 MOVED BY Councillor Schug to acknowledge receipt of the Alberta Municipalities Annual Convention & Tradeshow and register two Councillors and CAO to attend the convention on November 12 to 14, 2025 in Calgary.
CARRIED**

Convention begins at 7:30 am Wednesday, November 12, 2025
Convention ends at lunchtime on Friday, November 14, 2025

The CAO is unable to attend.

Council can choose to send another Councillor or cancel one registration.

Any written cancellation received prior to 4:30 pm MST on Tuesday October 28, 2025 is eligible for a refund, less a \$50 cancellation fee. Any written cancellation received after 4:30 pm MST on Tuesday, October 28, 2025 and prior to 4:30 pm MST on Tuesday November 4, 2025, is eligible for a 50% refund.

Prepared By:

Teresa Tupper
Executive Assistant

**Accepted for Council
Consideration by:**

Gerhard Stickling
Chief Administrative Officer (CAO)

2025 Alberta Municipalities Convention & Trade Show Overview Agenda

Please note, sessions and timing are subject to change. All EOEP sessions, along with the Host City Reception, require additional fees.

DATE	TIME	ACTIVITY
TUESDAY, NOVEMBER 11	3:00 – 8:00 pm	Registration* <i>*Check-in at registration on Tuesday to be entered to win the early-bid check-in prize worth \$1000. Attendees are not able to register other delegates. Only valid for those who check-in on Tuesday, November 11.</i>
WEDNESDAY, NOVEMBER 12	7:30 am – 4:00 pm	Registration
	7:30 am – 8:30 am	Breakfast buffet
	8:30 am – 10:00 am	Opening Ceremonies * New Time * Includes opening entertainment by CBC host and comedian Jonny Harris
	10:15 am – 11:30 am	BREAKOUT SESSIONS
	11:30 am – 12:30 pm	Buffet Lunch
	12:30 pm – 1:45 pm	BREAKOUT SESSIONS
	2:00 pm – 3:00 pm	Keynote Speaker Dr. Shawna Panyda <i>Sponsored by ATCO</i>
	3:00 pm – 5:30 pm	Trade Show Opening Dessert Reception <i>Sponsored by Sun Life</i>
	4:00 pm – 5:00 pm	Womens Networking Event
	After 6:00 pm	Sponsor Networking Events
THURSDAY, NOVEMBER 13	7:30 am – 4:30 pm	Registration
	7:30 am – 9:00 am	Networking breakfast in Trade Show
	9:00 am – 10:15 am	BREAKOUT SESSIONS
	10:30 am – 12:00 pm	Resolutions
	12:00 pm – 1:30 pm	Lunch in Trade Show
	1:30 pm – 1:40 pm	Update from the Federation of Canadian Municipalities
	1:40 pm – 1:45 pm	Elected Official Education Program Celebration
	1:45 pm – 2:30 pm	Annual General Meeting Reports President's Report

Add key detail (title/date/etc)

■

1

		AMSC Board Chair Report Audit and Finance Report CEO Reprot
	2:30 pm – 3:30 pm	Resolutions Continued
	3:45 pm – 4:30 pm	Premier's Address and Q&A
	4:30 pm – 6:00 pm	Minister of Municipal Affairs Reception
	6:00 pm – 8:00 pm	City of Calgary Host City Reception <i>Ticketed event</i>
	After 7:00 pm	Sponsor Networking Events
FRIDAY, NOVEMBER 14	7:00 am – 12:00 pm	Registration
	7:00 am – 8:00 am	Breakfast buffet
	8:00 am – 8:05 am	Morning Announcements
	8:05 am – 9:05 am	ABmunis Board Elections Election of the President Election of Directors Election of Vice Presidents New business Adjournment of the AGM
	9:05 am – 9:20 am	Address from the Leader of the Opposition
	9:30 am – 10:10 am	Municipal Affairs Address and Q&A
	10:10 am – 11:10 am	Minister Dialogue Session #1
	11:15 am – 12:15 pm	Minister Dialogue Session #2
	Approx. 12:15 pm	Closing Remarks Prizes Bagged lunch to-go
	2:00 pm – 5:00 pm	EOEP Courses Separate registration required
SATURDAY, NOVEMBER 15	7:00 am – 8:00 am	Breakfast
	8:00 am – 12:00 pm	EOEP Courses continued



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

Report No.

Agenda Item No.

06.1.1- *C*

Subject: RMA Convention & EOEP Course Confirmation

Agenda Date: Tuesday, October 28, 2025

Attachments: Draft RMA Convention Agenda

RECOMMENDATION

It is recommended that:

- 1) Council acknowledge receipt of the Report; and
- 2) Register Councillors _____ for the Fall RMA Convention November 17th to 20th, 2025 at the Edmonton Convention Centre and register Councillors _____ in Council's Role in Budgeting & Finance course and Councillors _____ in Council's Role in the Employment of the CAO course.

BACKGROUND

In light of the Election, administration registered all 7 Councillors for the RMA Fall Convention. Please confirm your RMA convention attendance and your EOEP course selection and attendance.

I have **3 seats** for the Council's Role in Budgeting and Finances

Understanding municipal finances is critical for elected officials to make sound, strategic decisions that reflect community priorities and deliver long-term value. This course provides elected officials with a practical, accessible introduction to the financial landscape of local government.

Through interactive discussions, real-world examples, and hands-on exercises, participants will explore the full financial cycle from budgets and taxation to reserves, reporting, and long-term planning. The course emphasizes the elected official's role in financial oversight, questions to ask, and how to use financial information to inform policy and planning.

Whether you're new to council or looking to deepen your understanding, this course offers the tools and context you need to make confident, informed financial decisions on behalf of your municipality.

Key Topics:

- The municipal financial cycle: planning, budgeting, and reporting
- The role of taxation, reserves, and debt
- Council's role in financial decision-making and accountability
- Using financial tools to support strategic direction and service delivery

Format:

This course is designed to be interactive, with case-based learning, partner activities, and discussion to connect financial concepts to the realities of council decision-making.

I have **4 seats** for the Council's Role in Employment of the CAO

A strong and effective relationship between council and the Chief Administrative Officer (CAO) is essential to good governance. This new course is designed to support elected officials in understanding and fulfilling their responsibilities throughout the CAO employment lifecycle including recruitment and onboarding to performance evaluation and, when necessary, termination.

Participants will explore how to establish clarity in roles, build mutual trust and accountability, and ensure the CAO relationship supports the strategic direction of the municipality. Whether you are hiring a new CAO or striving to strengthen an existing relationship, this course provides the tools and perspective to help council navigate one of its most important responsibilities.

Key Topics:

- Council's legal and strategic responsibilities in employing a CAO
- Best practices in recruitment, onboarding, and retention
- Setting performance expectations and conducting evaluations
- Supporting long-term success through a healthy council-CAO dynamic

Format:

This interactive course includes, guided exercises, and discussion designed to equip elected officials with the confidence and clarity needed to carry out their governance role with respect to the CAO.

CONVENTION DETAILS:

Monday, November 17th at 4pm is the Mayor and Reeve's Meeting
Thursday, November 20th at 10:30 am Ministerial Forum

Convention ends after lunch on the 20th.

Prepared By:

Teresa Tupper
Executive Assistant

**Accepted for Council
Consideration by:**

Gerhard Stickling
Chief Administrative Officer (CAO)



MONDAY, NOVEMBER 17, 2025

8:30 am – 4:00 pm **Elected Officials Education Program Courses:**

Council's Role in Budgeting and Finance

Salon 2, Meeting Level

Council's Role in the Employment of the CAO

Salon 3, Meeting Level

Munis 101

Salon 4, Meeting Level

4:00 pm – 5:30 pm **Mayor and Reeve's Meeting**

Salon 8, Meeting Level

Admittance only for Mayors, Reeves and CAOs of full RMA member counties

4:30 pm – 8:30 pm **Brownlee LLP Hospitality Suite**

Assembly Foyer

7:00 pm – 12:00 am **Alberta Counsel Hospitality Suite**

CRAFT Beer Market

TUESDAY, NOVEMBER 18, 2025

7:00 am – 8:30 am **Breakfast**

Sponsored by EQUUS REA Ltd.

Hall D Foyer, Pedway Level

8:00 am – 8:30 am **Opening Ceremonies & Welcome**

Hall D, Pedway Level

8:30 am – 9:30 am **Keynote – Mark Cohon**

Sponsored by Premier Fire & Flood Restoration

Hall D, Pedway Level

9:30 am – 9:45 am **Coffee Break**

Sponsored by Tetra Tech

Unless otherwise stated, events are held at the Edmonton Convention Centre.



TUESDAY, NOVEMBER 18, 2025 (cont.)

- 9:45 am – 10:45 am **RMA 101 – Intro to the Rural Municipalities of Alberta**
Hall D, Pedway Level
- 10:45 am – 11:15 am **Coffee Break**
Sponsored by Tetra Tech
- 11:15 am – 11:40 am **RMA Report: Land & Property Rights Tribunal Appeals Process**
Hall D, Pedway Level
- 11:40 am – 12:00 pm **Agricultural Plastics Recycling Group**
Hall D, Pedway Level
- 12:00 pm – 12:45 pm **Hon. Danielle Smith, Premier of Alberta**
Hall D, Pedway Level
- 12:00 pm – 1:00 pm **Lunch**
Hall ABC on the Tradeshow Floor, Assembly Level
- 12:00 pm – 5:00 pm **RMA / Canoe Tradeshow**
Hall ABC, Assembly Level
- 4:00 pm – 5:00 pm **RMA / Canoe Tradeshow Reception**
Hall ABC, Assembly Level
- 4:30 pm – 8:30 pm **WSP Hospitality Suite**
Riverview Room, Pedway Level
- 7:00 pm – 11:00 pm **Finning Hospitality Suite**
Main Ballroom, Westin Edmonton

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WEDNESDAY, NOVEMBER 19, 2025

7:00 am – 8:30 am **Breakfast**

*Sponsored by Nuclear Waste Management Organization
Hall D Foyer, Pedway Level*

8:30 am – 9:00 am **RMA Annual General Meeting**

Hall D, Pedway Level

9:00 am – 9:15 am **Break**

9:15 am – 10:30 am **Workshops**

Council / Chief Administrative Officer Relationship Guide

*Sponsored by ATS Traffic
Salon 4, Meeting Level*

Nuclear Energy Engagement

*Sponsored by Tiger Calcium
Salon 8, Meeting Level*

10:30 am – 10:45 am **Coffee Break**

Sponsored by RMRF

10:45 am – 12:00 pm **Workshops**

Data Centre Development and Municipalities

*Sponsored by ATCO
Salon 4, Meeting Level*

**Leading Through Crisis: How Council Can Prepare For and Support
Emergency Response**

*Sponsored by Gordian
Salon 8, Meeting Level*

Challenging Public Behaviour

*Sponsored by MPE a division of Englobe
Salon 12, Meeting Level*

12:00 pm – 1:00 pm **Lunch**

Hall D Foyer, Pedway Level



WEDNESDAY, NOVEMBER 19, 2025 (cont.)

- 1:00 pm – 1:15 pm **Hon. Naheed Nenshi, Leader of the Official Opposition**
Hall D, Pedway Level
- 1:15 pm – 1:30 pm **CN Rail Safety Presentation**
Hall D, Pedway Level
- 1:30 pm – 2:15 pm **RMA Vice President Election**
Hall D, Pedway Level
- 2:15 pm – 2:30 pm **Coffee Break**
Sponsored by Alberta Recycling Management Authority
- 2:30 pm – End of Session **Taking Care of Business: The Resolutions Session**
Hall D, Pedway Level
- 5:00 pm – 7:00 pm **Ministers' Open House**
Hall D Foyer, Pedway Level
- 6:00 pm – 9:00 pm **ATCO Hospitality Suite**
Riverview Room, Pedway Level

THURSDAY, NOVEMBER 20, 2025

- 7:00 am – 9:00 pm **Breakfast**
Sponsored by Beverage Container Management Board
Hall D Foyer, Pedway Level
- 8:00 am – 8:45 am **Election for Rural Municipalities of Alberta District Directors**
- District 2**
Salon 4, Meeting Level
- District 3**
Salon 8, Meeting Level
- District 5**
Salon 12, Meeting Level

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THURSDAY, NOVEMBER 20, 2025 (cont.)

8:45 am – 9:00 am **Welcome & Recognition**

Hall D, Pedway Level

9:00 am – 10:15 am **Ministerial Forum**

Hall D, Pedway Level

10:15 am – 10:30 am **Coffee Break**

Sponsored by KBH Chartered Professional Accountants

10:30 am – 11:45 am **Ministerial Forum**

Hall D, Pedway Level

11:45 am – 12:00 pm **Introduction of the new RMA Board of Directors and Closing Ceremonies**

Hall D, Pedway Level



RMA Fall 2025 Submitted Resolutions

- 1) Call to Order
- 2) Resolution Session

- 1-25F Funding for Protein Programs in Alberta Food Banks – Support for Livestock Processing Fees**
(MD of Taber)
- 2-25F Quasi-Judicial Decisions and Inter-agency Communication** *(MD of Willow Creek)*
- 3-25F Review and Increase of Voting Threshold for RMA Resolutions** *(Sturgeon County)*
- 4-25F Amendment to Food and Drug Regulations to Enable Regulated On-Farm Sale of**
Unpasteurized Dairy Products *(MD of Greenview)*
- 5-25F Increasing Funding for Alberta's Libraries** *(County of Grande Prairie)*
- 6-25F Increased Enforcement in Rural Alberta to Deter Rural Crime** *(Clearwater County)*
- 7-25F Virtual Option for RMA Spring Convention** *(MD of Willow Creek)*
- 8-25F Sustainable Fee Model for Alberta Registry Agents to Protect Rural Service Access** *(Flagstaff County)*
- 9-25F Recognition of "Historical Hamlets" to Enable Provincial Funding Eligibility** *(Cardston County)*

- 3) Vote on Emergent Resolutions
- 4) Closing of Resolution Session



Resolution 1-25F

Funding for Protein Programs in Alberta Food Banks – Support for Livestock Processing Fees

MD of Taber

Endorsed by District 1

WHEREAS food insecurity continues to rise across Alberta, with food banks experiencing record demand for nutritious and protein-rich food options; and

WHEREAS livestock producers in Alberta have demonstrated a willingness to donate animals to food banks, but the high cost of processing livestock into consumable protein (e.g., ground beef or pork) remains a significant barrier; and

WHEREAS programs such as Project Protein by the Interfaith Food Bank Society of Lethbridge have demonstrated the success of livestock donation models when processing costs are subsidized; and

WHEREAS the Government of Alberta has previously supported such initiatives through the Community Initiatives Program and other grant mechanisms; and

WHEREAS Food Banks Alberta provides operational grants to member food banks, but current funding is insufficient to consistently cover livestock processing costs;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate to the Government of Alberta to establish a dedicated and sustainable funding stream to support the processing of donated livestock for food banks, thereby enhancing access to high-quality protein for food-insecure Albertans;

FUTHER BE IT RESOLVED that the Government of Alberta work in partnership with Food Banks Alberta, local food banks, and the livestock industry to expand and formalize programs like Project Protein, ensuring that processing costs are not a barrier to livestock donations.

Member Background

Protein is one of the most requested but least donated food items at food banks. Alberta's agricultural sector, particularly livestock producers, has shown strong community spirit by donating animals to food banks. However, the cost of processing these animals—estimated at approximately \$500 per head of cattle and \$200 per pig (Interfaith Food Bank Society of Lethbridge, 2018)—often falls on the food banks, which are already stretched thin.

For example, in 2014, the Interfaith Food Bank Society of Lethbridge launched Project Protein with funding from the Alberta Community Initiatives Program. This pilot program processed 130 animals and provided over 39,000 pounds of ground meat to food-insecure families, exceeding expectations. Although the pilot was successful, grant funding has since been depleted, and food banks now rely on limited donations or must absorb processing costs themselves.

Food Banks Alberta offers grants for operational needs, including food purchasing and equipment, but there is no dedicated provincial or federal funding stream specifically for livestock processing. A formalized and well-funded program would allow food banks to accept more livestock donations, reduce waste, and provide essential protein to families in need.



RMA Background

19-24F: Exemption from Food Banks Canada's Standard of Excellence and Accreditation Requirements for Small and/or Rural Local Food Banks

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate the Government of Alberta to add further exemptions to the Standards of Excellence established by Food Banks Canada for small, rural food banks similar to the exemption to northern and Indigenous food banks.

[Click here](#) to view the full resolution.



Resolution 2-25F

Quasi-Judicial Decisions and Inter-agency Communication

MD of Willow Creek

Endorsed by District 1

WHEREAS quasi-judicial boards such as the Natural Resource Conservation Board (NRCB) and the Alberta Utilities Commission (AUC) are established under various acts and are granted specific decision-making powers; and

WHEREAS the *Natural Resources Conservation Act* and the *Alberta Utilities Commission Act* delegate the enforcement of approval conditions in quasi-judicial decisions to other government ministries, yet these conditions are often not enforced; and

WHEREAS this fragmented approach has led to instances in which:

- Alberta Environment and Protected Areas (AEPA) is not notified of approvals issued by the NRCB, even as applicants are required to contact the AEPA for *Water Act* approvals.
- The AUC does not review transmission line or substation locations during electrical generation project approvals, instead postponing consultations on transmission matters with agencies such as AEPA, Alberta Transportation, and municipalities until after deciding on the generation application.
- Alberta Transportation and Economic Corridors was unaware that the NRCB had approved a confined feeding operation that did not have suitable access due to restricted weight bridges.
- Alberta Indigenous Relations was not notified of AUC decisions affecting traditional land use, undermining consultation obligations;

THEREFORE, BE IT RESOLVED the Rural Municipalities of Alberta advocate that the Government of Alberta implement a formalized inter-agency communication protocol to ensure that conditions outlined in decisions by quasi-judicial agencies are promptly and directly communicated to responsible government ministries for enforcement and oversight.

Member Background

The creation of quasi-independent agencies has been viewed differently by various stakeholders. Critics argue that these organizations permit government officials to circumvent numerous legal requirements which typically govern public administration, potentially diminishing public oversight and accountability associated with traditional public agencies. Conversely, advocates assert that such entities streamline administrative processes by reducing bureaucratic obstacles and facilitating decision-making based on independently established criteria, free from political influence—whether actual or perceived. Given the significance of various development approval decisions prevailing critiques of these quasi-judicial agencies may be particularly relevant.

The Natural Resources Conservation Board (NRCB) functions as an arms-length, quasi-independent agency within the Government of Alberta and reports directly to the Minister of Environment and Protected Areas. Established in 1991 under the *Natural Resources Conservation Act*, the NRCB is responsible for determining the public interest regarding proposed natural resource projects. In 2002, the NRCB assumed additional regulatory authority over Alberta's confined feeding operations pursuant to the *Agricultural Operations Practices Act*.

The *Alberta Utilities Commission Act*, passed in 2008, led to the dissolution of the Energy and Utilities Board and the formation of two separate regulatory bodies: the Alberta Utilities Commission, which oversees the utilities sector, and



the Energy Resources Conservation Board—now referred to as the Alberta Energy Regulator—which governs the oil and gas industry.

RMA Background

5-23F: Municipal Involvement in Quasi-Judicial Agencies

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta work with the Government of Alberta to ensure coordination and/or consideration between municipal land-use planning processes and bylaws and quasi-judicial agency approval processes, establish more meaningful engagement between local municipalities and quasi-judicial boards and agencies, and ensure legislative mechanisms and processes are put into place to hold agencies and the proponents accountable for reclamation of a site from the onset of a project.

[Click here](#) to view the full resolution.



Resolution 3-25F

Review and Increase of Voting Threshold for RMA Resolutions

Sturgeon County

Endorsed by District 3

WHEREAS the Rural Municipalities of Alberta (RMA) currently requires a three-fifths (60%) majority for member resolutions to be endorsed, as outlined in RMA policy GOV-04: RMA Resolution Process; and

WHEREAS the 60% threshold was implemented based on a 2021 Board Governance Review Committee recommendation, with 77.7% of members voting in favour of the change; and

WHEREAS comparative analysis with other provincial municipal associations reveals a wide variation in voting thresholds, ranging from simple majority (50% +1) to a two-thirds (67%) majority; and

WHEREAS RMA does not currently differentiate its advocacy prioritization based on the level of support a resolution receives (e.g., resolutions passed by 60% are treated equally to those passed by 99%); and

WHEREAS data analysis from recent RMA conventions indicates that increasing the voting threshold would result in fewer endorsed resolutions; and

WHEREAS fewer endorsed resolutions would allow RMA to focus its advocacy efforts on issues with broader member consensus and strategic importance; and

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) increase the voting threshold for the adoption of resolutions from 60% to 75%; and

FURTHER BE IT RESOLVED THAT the RMA conduct a comprehensive review of its current advocacy reporting practices and develop recommendations to improve transparency and enhance information sharing on its advocacy efforts with the RMA membership.

Member Background

The Rural Municipalities of Alberta (RMA) currently endorses resolutions passed by a 60% voting threshold, a standard adopted in 2021 following a recommendation from RMA's Board Governance Review Committee, which was subsequently endorsed by members. RMA treats all endorsed resolutions equally in terms of advocacy focus, regardless of the margin of support, meaning a resolution with 60.1% support is given the same advocacy focus as a resolution with 99% support.

While RMA has taken great steps to advocate for all resolutions, including doubling the size of their advocacy team, there are still time and resource constraints which impact their ability to fully realize each advocacy opportunity.



Analysis of voting results from 2022 to 2025 (Table 1) indicates that raising the threshold to 75% would reduce the total number of endorsed resolutions but concentrate RMA’s efforts on resolutions that have stronger, broader support among members. This change will lead to more strategic and impactful advocacy, while fostering increased member confidence in the RMA resolution process.

Table 1:

RMA Resolutions Analysis (2022-2025) Resolution Pass/Fail Outcomes by Voting Threshold					
Voting Threshold	Number of Resolutions Passed	Number of Resolutions Failed	Total Number of Resolutions	Pass Percentage	Fail Percentage
90%	25	79	104	24%	76%
80%	67	37	104	64%	36%
75%	84	20	104	81%	19%
70%	92	12	104	88%	12%
65%	100	4	104	96%	4%
60%	104	0	104	100%	0%

Table 1 shows a breakdown of what would occur at each 5% increase in the threshold to gain adoption by RMA. With each 5% increase, the pass percentage reduces compared to the current threshold.

Since Spring 2022, a total of 125 resolutions have been brought forward with 104 being endorsed (Table 2). These resolutions cover a wide range of topics, but each one requires significant effort on behalf of the RMA Board and Administration. RMA’s Resolution Process Policy requires that RMA actively advocate on an endorsed resolution for three years.

Table 2:

Overall Analysis of Resolutions Presented at Conferences 2022-2025				
Conference	Resolutions Presented	Passed	Defeated	% Passed
Spring 2025	16	11	5	69%
Fall 2024	22	17	5	77%
Spring 2024	12	11	1	92%
Fall 2023	22	19	3	86%
Spring 2023	19	18	1	95%
Fall 2022	24	22	2	92%
Spring 2022	10	7	3	70%



A comparison with other municipal associations (Table 3) across Canada reveals a broad range of voting thresholds, from simple majority to two-thirds, with some organizations using priority ranking systems instead.

Table 3:

Organization	# of Members	Voting Threshold	2024 Outcomes	Notes
Rural Municipalities of Alberta (RMA)	69	60%	28/33 (84%)	
Alberta Municipalities (AB Munis)	265	50% + 1 vote	23/27 resolutions passed (85%)	
Union of British Columbia Municipalities (UBCM)	189	Simple majority 50% + 1 vote	189/267 resolutions endorsed (77%)	
Saskatchewan Association of Rural Municipalities (SARM)	296	51%	37/44 resolutions received (84%)	Proposed resolution to increase the threshold to 2/3 was defeated in 2024
Saskatchewan Urban Municipal Association (SUMA)	454	Not specified	11/11 active resolutions (100%)	Resolutions placed into three priority categories (Priority 1, 2, 3) – ranked in terms of urgency/action required.
Association of Manitoba Municipalities (AMM)	137	2/3 majority - 67%	41/41 passed (100%)	
Association of Municipalities of Ontario (AMO)	444	Not specified	Not specified	AMO holds input sessions for members re: advocacy approach to specific policy issues
Union of Municipalities of Quebec	"nearly 400"	Unspecified	Unspecified	



Municipalities of Newfoundland & Labrador	276	Advocacy Committee reviews and provides recommendations.	7/7 (100%)	Resolutions are placed into three priority levels ranked in terms of importance/attention
Union of Municipalities of New Brunswick	60	Simple majority (50% +1)	12/12 (100%)	
Federation of PEI Municipalities	44	2/3 majority (67%)	Unspecified	

RMA's Board of Directors and staff are facing increasing pressures on time and resources. This resolution proposes increasing the voting threshold for resolutions to 75%, allowing for a more strategic and focused approach. This change would provide the association with more time to concentrate on enhancing quality, focus, and strengthening the strategic alignment of RMA's collective advocacy efforts.

RMA Background

RMA has no active resolutions directly related to this issue.



Resolution 4-25F

Amendment to Food and Drug Regulations to Enable Regulated On-Farm Sale of Unpasteurized Dairy Products

MD of Greenview

Endorsed by District 4

WHEREAS the Food and Drug Regulations under the federal *Food and Drug Act* prohibits the sale of raw or unpasteurized milk for human consumption, regardless of producer practices or direct farm to consumer intent; and

WHEREAS this restriction prevents small scale dairy producers, particularly those in rural areas, from legally selling milk and dairy products directly to consumers, despite growing interest in farm-direct food and local agricultural economies; and

WHEREAS Alberta producers can sell other unprocessed farm products, such as eggs, vegetables, and certain meats, under the provincial *Marketing of Agricultural Products Act* and *Public Health Act*, with oversight mechanisms including labelling and food safety inspections; and

WHEREAS national surveys report that 2% to 4% of Canadians currently consume raw milk through informal or unregulated channels, indicating consumer interest for local, minimally processed dairy options despite the prohibition; and

WHEREAS regulated models in American jurisdictions such as South Dakota permit raw milk sales directly from farms through licensed systems with requirements for regular microbial testing, clear labelling, refrigeration, and producer recordkeeping; and

WHEREAS introducing a regulated pilot program under federal legislation would allow provinces to assess risks, benefits, and enforcement needs of on farm raw milk sales while supporting economic diversification in rural areas;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate to the Government of Canada to amend Division 8 of the Food and Drug Regulations to permit, under specified conditions, the on-farm sale of unpasteurized dairy products directly to informed consumers; and

FURTHER BE IT RESOLVED THAT such legislative amendments allow provinces to develop frameworks that include producer food safety training, product labelling requirements, traceability, on-farm oversight, and the option to pilot direct sale programs in rural municipalities.

Member Background

Under the Food and Drug Regulations, Division 8, raw or unpasteurized milk and cream are prohibited from being sold in Canada for human consumption, regardless of sale method or intended use. This prohibition was introduced in 1991 in response to public health concerns surrounding potential contamination with *Escherichia coli*, *Listeria monocytogenes*, and *Salmonella*, all of which are known to cause serious foodborne illnesses.

While the risk of contamination in raw milk is real, modern food safety practices such as closed milking systems, refrigeration, regular microbial testing, and sanitary inspections have evolved significantly. Several international jurisdictions, including parts of the European Union, permit the sale of raw milk through regulatory frameworks that

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require producer registration, temperature controls, labelling, testing, and traceability (e.g., Commission Regulation (EU) No 2010/605).

In Alberta, other direct-to-consumer agricultural products, such as meat, eggs and vegetables, are permitted under provincial legislation, including the *Marketing of Agriculture Products Act* and *Public Health Act*. These allow for direct-to-consumer sale under specific conditions, such as safe handling practices, labelling, and licensing, where necessary. However, no equivalent regulatory flexibility exists for dairy products, which limits small-scale producers from participating in the growing market for local, minimally processed foods.

U.S. models provide examples of how raw milk can be safely regulated. For instance, South Dakota permits on-farm sales of raw milk if the producer is licensed and complies with monthly pathogen testing, clear labelling (including "Raw Milk" warning statements), refrigeration requirements, and recordkeeping obligations. These standards form the basis of educational material issued by the South Dakota Department of Agriculture and Natural Resources to support producer compliance.

A 2023 review by Alberta Agriculture and Irrigation concluded that the risks associated with raw milk outweighed the benefits; however, no pilot programs or regulatory pathways were explored to assess these risks under controlled conditions. Meanwhile, consumer interest in locally based food systems continues to grow. National surveys, such as the Canadian Centre for Food Integrity's Public Trust Research, report that more than 60% of Canadians consider buying locally produced food as an important factor in their purchasing decisions.

Raw milk advocacy efforts across Canada have included legal challenges (*Affleck v. The Attorney General of Ontario*, 2021 ONSC 1108) lobbying campaigns and policy efforts at the municipal and regional level. The Southeast Alberta Chamber of Commerce has identified a notable discrepancy between dairy and other agricultural products that are permitted to be sold directly from farms. The organization's policy calls for the development of a regulatory model in Alberta that would permit the legal sale of raw milk with appropriate safeguards such as food safety training, microbial testing, and labelling. In Quebec, raw milk is permitted for certain types of cheese under Regulation P-29, r.1, but not for fluid consumption. British Columbia and Manitoba have seen limited movement toward raw milk access, with most attempts stalled due to regulatory constraints and public health positions.

For rural municipalities, this issue affects both current and potential small-scale dairy operations. It also intersects with broader rural development goals, such as expanding local food production, supporting farm diversification, and enabling fair market access. Allowing provinces to explore regulated, small-scale pilot programs would provide governments with data on safety, compliance and economic viability without requiring immediate large-scale deregulation.

RMA Background

RMA has no active resolutions directly related to this issue.



Resolution 5-25F

Increasing Funding for Alberta's Libraries

County of Grande Prairie

Endorsed by District 4

WHEREAS libraries are community hubs that offer free resources, programming, education, and community gathering space, impacting all Albertans; and

WHEREAS residents of rural communities expect and deserve equitable access to high-quality, essential services and facilities such as public libraries; and

WHEREAS libraries' ability to meet both basic and expanding range of needs for Alberta's growing population is increasingly constrained by outdated funding levels; and

WHEREAS the annual Public Library Operating Grant of \$5.60 per person has increased by only \$0.05 (under one percent) since 2016, while inflation, according to Statistics Canada's Consumer Price Index in Alberta, has increased by 29 percent in the same time period; and

WHEREAS if indexed to inflation, funding in 2024 would have been \$6.94 per person; and

WHEREAS the per capita funding grant for Alberta's libraries is currently based on 2019 population data. Alberta's population has grown by 15 percent (or over 635,000 people) from 2019 to 2025; and

WHEREAS a funding increase would directly strengthen libraries' ability to address the growing demand for job-seeking and language-learning services; assist newcomers to Alberta; improve digital access (especially for remote and rural Albertans); create opportunities for reconciliation and Indigenous learning; and expand literacy and learning supports for children;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) advocate for the Government of Alberta (GOA) to update the per capita rate for the Public Library Operating Grant to \$6.94 per person, which is an increase of \$1.34 per person, to reflect inflationary increases.

FURTHER BE IT RESOLVED that RMA advocate for the GOA to commit to indexing the population-based grant using the rate of inflation and the most recent populations statistics of the Alberta Municipal Affairs Population Estimate List.

Member Background

Libraries throughout Alberta, but especially in rural areas, are vital community hubs serving a wide range of community needs through physical and virtual spaces. Libraries serve all segments of their communities with learning programs, community-building events, career and life planning, connections to social support services, access to information, newcomer supports, small business development, civic engagement, and more. With 324 library service points and nearly 100 per cent of the population having access to a public library, a provincial investment in public libraries can benefit all Albertans.

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Investing in libraries is integral to helping rural communities thrive. There are 63 libraries located in Alberta’s rural municipalities, overseen by 29 rural municipal library boards.¹ Public libraries play an outsized role in small communities, where the library often serves as the only free, public gathering space, especially given the numerous barriers to information and services, such as distance and high costs. Library boards in rural municipalities have additional challenges as they attempt to deliver equitable library service in areas where populations are sparsely distributed and infrastructure costs are high.

The Government of Alberta has highlighted the importance of supporting economic recovery, reducing barriers to public services, supporting new Albertans, and building foundations for a strong future. In addition, as identified in Outcome 2 in the [Municipal Affairs: Ministry Business Plan 2024-2027](#), a key objective of the Government of Alberta is to “provide operating grants and capacity supports to Alberta’s public library boards and regional library systems, to ensure Albertans are served by accessible, well-managed, and responsive library services”.

Alberta Municipalities (Abmunis) has examined -the population aspects of this resolution in the past, including the 2020 resolution, [Current Population Funding for Municipal Public Libraries in Alberta](#), in which the intent was not met. At the Fall 2024 ABmunis convention, the City of Calgary put the question of per capita funding to the Minister of Municipal Affairs for consideration in budget 2025, and no changes were made.

The Rural Municipalities of Alberta have also addressed the inflation issue in the past, including through [Resolution 11-16S](#), [Resolution 14-14E](#), and [Resolution 11-08F](#). Since this time, the population has increased in many municipalities in Alberta, partly due to the “Alberta is Calling” campaign, which, together with inflationary pressures, is impacting public libraries’ capacity to deliver an acceptable level of service. The Public Libraries Service Branch instituted a base operating grant to provide base funding that is less variable for slight population fluctuations that can occur in smaller municipalities.

RMA Background

RMA has no active resolutions directly related to this issue.

¹ Estimates extracted from <https://www.alberta.ca/public-library-statistics>



Resolution 6-25F

Increased Enforcement in Rural Alberta to Deter Rural Crime

Clearwater County

Endorsed by District 2

WHEREAS crime in rural Alberta continues to proliferate communities and impact the lives of residents and businesses; and

WHEREAS rural Alberta residents continue to be concerned about their personal safety due to escalating levels and severity of property crime; and

WHEREAS rural municipalities all share in the cost of policing in the province, through user-pay based system outlined in the Police Funding Model (PFM) Regulation, and as reflected in their respective municipal requisitions; and

WHEREAS provincial policing entities, including the Royal Canadian Mounted Police (RCMP), appear to lack the support for the required resources to patrol (deter), respond to and investigate reported rural crimes;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate that the Government of Alberta develop and implement additional strategies and initiatives to prevent rural crime by expanding policing detachment services in smaller, rural and remote areas.

Member Background

This proposed resolution would support a continued provincial focus on increasing policing capacity overall and the implementation of more crime deterrence programs and initiatives, considering that municipalities partly share in the cost of this service provision.

Previous [RMA Resolution 2-18S – Combatting Rural Crime](#) provides extensive background related to rural crime increases in the province whereby the impacts to both individuals and businesses, particularly concerning property crime, are highlighted throughout. Although some initiatives have been implemented following the endorsement of resolution 2-18S in Spring 2018, including the *Rural Crime Action Plan*, theft-related crimes and associated public risks continue to occur at an unacceptable level. **RMA Background**

15-24F: Member Committee to Understand the Criminal Justice System

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta create a member committee to examine and understand the challenges of addressing rural crime and improve RMA members' collective knowledge of how the criminal justice system works;

FURTHER BE IT RESOLVED that the committee develop recommended solutions and advocacy approaches for criminal justice systems changes that will support safe rural communities.

[Click here](#) to view the full resolution.

06-1-1-13



Resolution 7-25F

Virtual Option for RMA Spring Convention

MD of Willow Creek

Endorsed by District 1

WHEREAS the Rural Municipalities of Alberta currently hosts two conventions each year, one in the spring and one in the fall at the Edmonton Convention Centre; and

WHEREAS conventions are becoming increasingly costly for RMA members, with expenses approaching \$3000 per person per convention for many municipalities, which includes hotel, registration, mileage and other expenses; and

WHEREAS offering a virtual attendance option for the spring convention would enable the continued involvement of elected officials and municipal staff in convention activities such as information sharing and learning, ministerial forums and resolution sessions at a considerably reduced costs to taxpayers; and

WHEREAS facilitating a virtual option would not affect existing RMA contracts with the Edmonton Convention Centre

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta amend the convention process to offer virtual attendance at the spring RMA convention annually.

Member Background

The Rural Municipalities of Alberta have been conducting two conventions annually since its inception.

The tax burden is increasing on individual ratepayers, and most municipalities are seeking ways to alleviate tax increases by reducing administrative costs to continue to provide a consistent level of service despite inflationary pressures.

While there is value in networking, resolution sessions and ministerial forums, the relevance of many events and activities related to the convention is becoming increasingly difficult to justify financially.

Public scrutiny of these types of events and the spending associated with them is increasing. The M.D. of Willow Creek spent approximately \$3000 per person to attend the 2024 Fall Conference including: \$861 for conference registration, \$1,400 for hotels, \$650 for mileage and approximately \$100 in miscellaneous expenses including parking and meals. Annual costs that approach \$50,000 for Council and certain staff to attend two conventions is not justifiable.

In-person meetings with government ministers is highly restricted during the RMA conventions, which limits the opportunity for municipalities to connect with government officials, requiring many to travel to Edmonton at times other than during a convention to meet in person.

Providing an option for virtual attendance at the spring convention would assist in alleviating the financial burden associated with conference attendance, provide council members who are livestock producers an opportunity to participate during the busy spring season and address the growing public frustration with unnecessary government spending.



RMA Background

RMA has no active resolutions directly related to this issue.



Resolution 8-25F

Sustainable Fee Model for Alberta Registry Agents to Protect Rural Service Access

Flagstaff County

Endorsed by District 5

WHEREAS the Government of Alberta regulates the registry industry through the Registry Agents' Regulation by capping the fee amounts for the largest-volume services provided by Alberta registry agents; and

WHEREAS most of these fees have not been adjusted since 2005; and

WHEREAS Alberta registry agents offer essential professional, personalized, and secure over-the-counter and online services to clients near their homes, a fact of significant importance to aging rural Alberta clients with distance-restricted driver's licenses and/or without the ability to use the internet; and

WHEREAS the closure of ten rural registry agents since 2021 has negatively impacted accessibility to government services in rural Alberta, as well as local economic growth, employment, and rural sustainability; and

WHEREAS rural registry offices, particularly those that service smaller populations, typically operate at a loss compared to urban based registry offices as demonstrated by an independent analysis by KPMG in 2010 that shows that a registry agent operating in locations that serve populations fewer than 500 loses \$4,000 annually by providing registry services; and WHEREAS the Government of Alberta has a responsibility to ensure access to essential government services for all residents, regardless of geographic location; and

WHEREAS the sustainability of rural registry agents is critical to maintaining service delivery, supporting rural economic stability, and upholding the Government of Alberta's service commitments; and

WHEREAS without a sustainable fee model, rural registry agents face increasing risk of closure;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate to the Government of Alberta to recognize the vital role of Alberta registry agents in the delivery of essential government services to all Albertans, particularly in rural communities; and

FURTHER BE IT RESOLVED that the Government of Alberta recognize the positive impact of registry agents in rural Alberta communities, through the implementation of a fair and equitable fee model that reflects cost of living, inflation, and minimum wage increases.

Member Background:

Alberta registry agents are the authorized delivery channel for over 200 products and services on behalf of five Government of Alberta Ministries: Service Alberta and Red Tape Reduction, Justice, Hospital and Surgical Health Services, Treasury Board and Finance, and Transportation and Economic Corridors. There are 197 Alberta Association of Registry Agents (AARA) member agents in 137 Alberta communities — 75% of which are in rural or small urban jurisdictions.



Importance to Albertans: Serving 137 communities across the province, the registry agent network ensures most Albertans have access to government services close to home through a network that employs nearly 1,500 people. Registry staff are qualified, trained, and certified to meet high customer expectations. Registry agents have continued to invest in the industry to meet new technology requirements, population growth, etc. The industry is prepared to and needs to continue to modernize and expand online services to keep pace with market, economic, and political conditions.

Albertans themselves value access to in-person registry services. In a survey completed on behalf of the AARA, 92% of respondents indicated it was important to have access to government services in their communities and over 90% of Albertans felt that it would have a negative impact on their communities if their local registry agent were to close.

Importance to Independent Registry Agents: A healthy registry agent network is best positioned to serve the diverse needs of all Albertans. A sense of financial stability with long-term assurance of sustainability underpins agents' ability to make solid business decisions.

While registry agents received a fee increase in 2020 on 13 services, they have not received a much-needed capped fee increase on most other services in 20 years. This limits agents from keeping pace with cost-of-living increases, hiring experienced staff, and threatens the ability for rural registry agents to keep their doors open.

Furthermore, rural registry offices, particularly those that service smaller populations, typically operate at a loss compared to urban based registry offices as demonstrated by an independent analysis by KPMG in 2010 that shows that a registry agent operating in locations that serve populations fewer than 500 loses \$4,000 annually by providing registry services.

Importance to the AARA: The AARA provides important member services that improve the effectiveness and efficiency of the registry agent network and, by doing so, improves service to all Albertans.

Importance to Service Alberta: Having a secure, healthy private online network to be the delivery of Government Services in each community is key to the ease of access for Albertans. The health of the registry agent network is threatened if registries are kept out of online service delivery and cannot earn revenue from these high-volume services.

RMA Background

RMA has no active resolutions directly related to this issue.



Resolution 9-25F

Recognition of “Historical Hamlets” to Enable Provincial Funding Eligibility

Cardston County

Endorsed by District 1

WHEREAS the Government of Alberta does not recognize some hamlet settlements as “hamlets” for the purpose of funding water and wastewater projects; and

WHEREAS certain hamlets in Alberta were established prior to 1905, before the Province of Alberta was created; and

WHEREAS these historical communities were founded under unique settlement patterns, including the “Plat of Zion”, “Garden lot, or “Agricultural Village” community design, resulting in larger-than-standard residential lots that exceed TEC’s current maximum lot size requirement of 1,850 m² (0.457 acres); and

WHEREAS residents in these communities require access to potable water systems that meet Government of Alberta regulations to ensure the health and safety of residents; and

WHEREAS the exclusion of these historical hamlets from the official list of approved hamlets eligible for potable water funding places an undue burden on residents and restricts equitable access to essential infrastructure; and

WHEREAS acknowledging and supporting communities that predate Alberta’s provincial status is essential to preserving settlement history and ensuring fair access to provincial programs;

THEREFORE, BE IT RESOLVED the Rural Municipalities of Alberta (RMA) advocate to the Government of Alberta to formally recognize hamlets established before 1905 as “historical hamlets”; and

FURTHER BE IT RESOLVED that the Government of Alberta amend its potable water funding eligibility requirements so that all historical hamlets are included, regardless of current lot size standards; and

FURTHER BE IT RESOLVED that the Government of Alberta work with municipalities to secure potable water funding for these historical hamlets in compliance with provincial health and environmental safety standards.

Member Background

Alberta is home to over 430 recognized hamlets, many of which were founded well before Alberta became a province in 1905. These early communities often developed under unique planning traditions that differ from modern subdivision standards.

One notable example is the “Plat of Zion” design, introduced by settlers in the late 1800s. This planning model emphasized wide streets, a central gathering space, and residential lots much larger than today’s standards—often one acre or more. As a result, many of Alberta’s pre-1905 hamlets have lot sizes that exceed Alberta Transportation and Economic Corridors’ current potable water funding eligibility threshold of 1,850 m² (0.457 acres);.

Alberta Transportation and Economic Corridors administers programs such as the Alberta Municipal Water/Wastewater Partnership (AMWWP) and Water for Life (W4L), which provide cost-shared grants to



municipalities for water and wastewater infrastructure. To qualify, a hamlet must be recognized by the province and meet certain technical requirements, including minimum numbers of dwellings and maximum lot sizes. While these rules may fit newer, compact communities, they unintentionally exclude historical hamlets that were designed differently and established before Alberta's provincial boundaries were even drawn.

This creates a significant gap:

- Residents in historical hamlets still require potable water systems that meet Alberta Health and Alberta Environment standards.
- Without recognition and eligibility, municipalities cannot access provincial funding to bring infrastructure up to regulatory requirements.
- The financial burden then falls disproportionately on rural municipalities and residents, creating inequity compared to newer communities that automatically qualify.

Cardston County has a few hamlets that do not qualify for funding because of their lot sizes. Three of them are Aetna, Mountain View and Leavitt, all of which were established in the late 1800s. These communities were built on larger lots under the Plat of Zion model, making them ineligible for funding despite being long-standing settlements with clear municipal recognition. Similar challenges exist across Alberta in other pre-1905 hamlets that share unique planning legacies.

Alberta Primary and Preventative Services (formerly Alberta Health) and Alberta Environment and Protected Areas have identified concerns regarding the safety and reliability of water within certain hamlets and have engaged in discussions with Cardston County to address how safe and compliant water sources can be secured. In response, the County has prepared detailed regional waterline plans to deliver potable water to these communities. However, without access to provincial funding, the County is unable to move these projects forward to construction.

Recognizing these historical hamlets and adjusting eligibility criteria would:

- Acknowledge Alberta's settlement history and the communities that helped build the province,
- Provide fair and equitable access to provincial programs, and
- Ensure safe drinking water systems can be delivered to residents in compliance with provincial health and environmental regulations.

RMA Background

9-25S: Water and Wastewater System Funding

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta advocate for the Government of Alberta to restore Water for Life Program (WFLP) funding levels and expand WFLP eligibility to include water and wastewater distribution system replacements and maintenance.

[Click here](#) to view the full resolution.



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

Report No.
Social Com- 2025

File No.
06.1.1-E

Subject:	Staff and Council Christmas Party
Agenda Date:	Tuesday, October 28, 2025
Attachments:	

BACKGROUND:

The Social Committee is planning for the Staff and Council Christmas Party. We are looking at the Legion in Manning and having Neighbors cater for us. (the owners of the Neighbors Restaurant are now catering) We are anticipating approximately 50 staff and Council attending, and require approval from Council for a budget of \$3500. This would include hall rental, catering, clean-up and alcohol.

We are tentatively booked with the Legion and Neighbors for Friday, November 28, 2025. Doors would open at 5:30pm and supper would be at 6:30pm.

We had approached the Nova Inn to utilize the restaurant space and meal, however they never got back to us with pricing or menu options.

RECOMMENDATION

It is recommended that:

1. Council acknowledge the report; and
2. Council inform the Social Committee of their decision on a budget

Prepared by

Deb Pawluski
Public Works Admin Assistant

Approved by

Gerhard Stickling
Chief Administrative Officer



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

Report No.

Agenda Item No.
06.1.2 A

Subject: CAO Report

Agenda Date: October 28, 2025.

Attachments: N/A

UPDATE

1. Elections 2025

I want to again congratulate and thank you all for your commitment to be the council of CNL. It is a lot of effort that sometimes goes unnoticed.

2. Annual Vacation

Flying out on December 6th from Grande Prairie, back in the office on January 12.

I will attend the budget meeting and other meetings as needed (try and schedule in the mornings)
Josh will be acting CAO in my absence.

3. ARMAA/LGAA Meeting

a. Updates from RMA:

i. Natural person powers:

MA will send more defined list

Councillor info requests: CAO will have 72 hours after sending info to a councillor to have it distributed to all of council.

ii. Code of Conduct should be ready in early spring, 2026.

b. Updates from Municipal Affairs (MA)

i. Police funding is allowed to be shown as line item in financials and tax notices, must not reflect as requisition.

ii. Encourages council to look up the mandate letters to ministers from the Premier.

c. Update from AM Munis

i. Level of service for Fire Departments

ii. Viability of small communities.

FINANCIAL/STAFFING IMPLICATIONS

This item has been approved in the current budget: Yes No N/A x

This item is within the approved budgeted amount: Yes No N/A x

RECOMMENDATION

It is recommended that:

1. Accept the report as information.

Prepared By:

Gerhard Stickling
Chief Administrative Officer



COUNTY OF
Northern Lights

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Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

Agenda Item No.

6.1.5 - *A*

Subject: YTD Budget

Agenda Date: October 28th 2025

Attachments: YTD Budget Itemized by Department
Capital Projects Summary

RECOMMENDATION

It is recommended that

1. Council accept this report for information

BACKGROUND

At this point in the year, a more comprehensive detailed budget report has been generated for Council. The following YTD budget variance report is summarized by costing center – or spending area within each department.

CONSIDERATION

Only some minor comments at this time expressed below. It is early in the year and more things will be highlighted as we progress throughout this budget cycle.

YTD Budget Highlights and Comments

1. Grant in lieu property taxes
 - a. Currently the actual shown is the total levy. The higher levels of government currently only pay 75% of the total levy. Amounts must be written off when time permits to true up actual revenues.
2. General Employer Contributions
 - a. Result of new system programming constraints... This amount is equal to various taxable benefit amounts that are posted to the GL in a summary fashion and as such utilize the general coding. This will have to be reallocated at the end of the year to various departments, however amounts are fairly immaterial.
3. Council Advertising
 - a. MZBP subscription is bulk of amount. This was paid at the end of 2024 for 2025 and was recorded as a prepaid expense. Adjusting entry has not been done yet.
4. Council Contracted Services
 - a. \$16,972.26 of this amount is offset by the PREC grant for eligible expenses.
5. General Admin
 - a. Other revenues are reimbursement of legal fees re aldea claim
6. General Admin Provincial Grants
 - a. LGFF Operating payment is pending following release of the new SFE on the Provincial site.
7. Admin Computer Supplies
 - a. Contain approximately \$4,000 related to replacement server work that will be capitalized and reallocated.
8. Fire Protection
 - a. Bulk of expenses related to billings from Town of Peace River. These are invoiced sporadically; however the main large contributions are billed once at the end of the year.
9. Workplace Safety
 - a. Initial year of moving towards COR again sees the entirety of this years' budget spent at this point in time. Only required safety supplies will be purchased moving forward.
10. Bridge Maintenance
 - a. Reserve drawings. Year-end accounting entry to account for work budgeted for in 2024 that was not completed (avoid duplicate taxation)
11. Transportation Revenue

- a. Expense recoveries – Predominantly amount billed to AB Transportation for sale of gravel
- 12. Transportation Revenue
 - a. Grant Revenues – Gov't transfers for capital currently allocated here. Specified separately at year-end for financial presentation purposes.
- 13. Planning & Development
 - a. Other Professional Services relates to ISL billings. Trend in latter part of the year is down. Other options are being discussed and explored to continue to reduce billings.
- 14. Development Officer
 - a. Wages & Wage Costs: Pearl hired after final budget passed. Hence no budget allocations
 - b. Professional Services: higher than estimated already. Fall/Winter would be typically slower
- 15. Ag Research
 - a. Payment to NPARA being processed through AP now.
- 16. CCAP Funding
 - a. All amounts awarded via council motion. One of applications completed project under budget and thus only received total expenditures towards grant

Council Grants

Category	Budget (prelim)	Actual	Remaining
Town of Manning	\$350,000	\$380,709.30	(\$30,709.30)
Town of Manning Capital	\$ 20,000	\$18,263.08	\$ 1,736.92
NWSAR	\$ 1,000		
Grimshaw MSA	\$217,980	\$136,616	\$81,364
STARS	\$ 20,000	\$20,000	\$0
Peace Outreach	\$ 15,000	\$15,000	\$0
Bursary	\$ 3,000	\$3,000	\$0
MRCCA	\$ 17,500		
Peace River ICF	\$901,688	\$538,952	\$362,736
Peace Regional SPCA	\$ 1,500		
Misc Grants	\$ 61,000	\$34,162.11	\$26,837.89

Capital Projects

Summary attached. Actual costs are ones that have been recorded through the County's financial system.

Back up power supply at Weberville truck fill is pending RFP (in progress).

1 ton flat has been quoted and ordered. It is within budget.

Larger projects such as crushing, and bridge construction projects, are billed through project estimates at specified milestones for the project.

HQ Server Replacement – Ongoing work. Minor invoicing related to project have been processed.

Prepared by



Josh Hunter, CPA, CMA
Director of Finance

Accepted for Council Consideration by



Gerhard Stickling
CAO

Actual vs Budget Year To Date by Department

Department 00 - General Revenues

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance	
1-100 - Taxation Revenue	25,341,081	25,401,584	60,503	0.24%	
111 - Property Taxes	15,315,312	16,005,335	690,023	4.51%	
191 - Linear Property Taxes	10,025,769	9,396,250	(629,519)	-6.28%	
Total 1-100 - Taxation Revenue	25,341,081	25,401,584	60,503	0.24%	
1-200 - Grants In Lieu	8,725	17,531	8,806	100.93%	1
234 - Federal GIL	1,592	3,937	2,345	147.33%	1
241 - Provincial GIL	7,133	13,594	6,461	90.57%	
Total 1-200 - Grants In Lieu	8,725	17,531	8,806	100.93%	
1-400 - Sales of Goods & Services	200	906	706	353.21%	
420 - Sale of Goods & Services	-	366	366	100.00%	
421 - Snowplow Flag Sales	-	200	200	100.00%	
450 - Other Fees, Revenues, Etc.	200	340	140	70.00%	
Total 1-400 - Sales of Goods & Services	200	906	706	353.21%	
1-500 - Self Generated Revenues	955,500	1,471,900	516,400	54.05%	
500 - Penalties & Costs on Taxes	150,000	663,018	513,018	342.01%	
530 - Muni Bylaw Fines	-	200	200	100.00%	
540 - A/R & U/T Penalties	2,000	2,386	386	19.30%	
550 - Investment Earnings	800,000	788,141	(11,859)	-1.48%	
560 - Rental/Lease Revenues	1,000	1,600	600	60.00%	
591 - Document Fees	-	11,325	11,325	100.00%	
593 - Map Sales	-	16	16	100.00%	
594 - Expenses Recovered	-	768	768	100.00%	
596 - Miscellaneous Revenue	2,500	4,446	1,946	77.85%	
Total 1-500 - Self Generated Revenues	955,500	1,471,900	516,400	54.05%	
1-800 - Grant Revenue	-	347,317	347,317	100.00%	
840 - Prov Conditional Grants	-	347,317	347,317	100.00%	
Total 1-800 - Grant Revenue	-	347,317	347,317	100.00%	
Total Revenues	26,305,506	27,239,239	933,733	3.55%	
2-100 - Salary, Wages and Benefits	-	14,859	14,859	100.00%	
149 - Employer Contributions	-	14,859	14,859	100.00%	2
Total 2-100 - Salary, Wages and Benefits	-	14,859	14,859	100.00%	
2-200 - Contracted & Other Services	-	-	-	0.00%	
231 - Accounting & Audit Fees	-	-	-	0.00%	
Total 2-200 - Contracted & Other Services	-	-	-	0.00%	
2-500 - Purchase of Goods & Supplies	-	0	0	0.00%	
519 - Other General Supplies	-	0	0	0.00%	
Total 2-500 - Purchase of Goods & Supplies	-	0	0	0.00%	
2-800 - Finance Charges	-	-	-	0.00%	
891 - Bank Service charges	-	-	-	0.00%	
Total 2-800 - Finance Charges	-	-	-	0.00%	
Total Expenses	-	14,859	14,859	100.00%	
Net Total	26,305,506	27,224,380	918,874	3.49%	

Actual vs Budget Year To Date by Department

Department 11 - Council

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance	
1-500 - Self Generated Revenues	-	656	656	100.00%	
590 - Other Revenues	-	-	-	0.00%	
594 - Expenses Recovered	-	656	656	100.00%	
Total 1-500 - Self Generated Revenues	-	656	656	100.00%	
1-900 - Reserve Draws	20,000	-	(20,000)	-100.00%	
940 - Drawings from Capital Reservs	20,000	-	(20,000)	-100.00%	
Total 1-900 - Reserve Draws	20,000	-	(20,000)	-100.00%	
Total Revenues	20,000	656	(19,344)	-96.72%	
2-100 - Salary, Wages and Benefits	281,000	196,288	(84,712)	-30.15%	
149 - Employer Contributions	10,000	4,238	(5,762)	-57.62%	
151 - Honoraria	255,000	192,050	(62,950)	-24.69%	
153 - Fees for Elected Officials	16,000	-	(16,000)	-100.00%	
Total 2-100 - Salary, Wages and Benefits	281,000	196,288	(84,712)	-30.15%	
2-200 - Contracted & Other Services	169,181	96,807	(72,374)	-42.78%	
211 - Travel & Subsistence	15,500	10,053	(5,447)	-35.14%	
212 - Mileage	39,500	27,579	(11,921)	-30.18%	
213 - Working Lunches	-	1,855	1,855	100.00%	
214 - Membership/Conference Fees	31,641	29,579	(2,061)	-6.52%	
216 - Postage	7,800	-	(7,800)	-100.00%	
217 - Telephone	5,040	3,780	(1,260)	-25.00%	
218 - Taxi/Bus/Rail/Air	3,000	-	(3,000)	-100.00%	
219 - Hospitality	1,000	-	(1,000)	-100.00%	
221 - Advertising	53,000	1,293	(51,707)	-97.56%	3
232 - Legal Fees	-	662	662	100.00%	
239 - Training & Education	7,200	-	(7,200)	-100.00%	
249 - Other Professional Services	-	-	-	0.00%	
253 - Equipment & Furnishings Repairs	-	1,212	1,212	100.00%	
256 - Contracted Services	2,500	19,694	17,194	687.77%	4
262 - Building Rentals	3,000	1,100	(1,900)	-63.33%	
265 - Rental Vehicles	-	-	-	0.00%	
Total 2-200 - Contracted & Other Services	169,181	96,807	(72,374)	-42.78%	
2-500 - Purchase of Goods & Supplies	10,800	5,510	(5,290)	-48.98%	
511 - Office Supplies	500	23	(477)	-95.40%	
517 - Computer Supplies	1,000	15	(985)	-98.50%	
519 - Other General Supplies	9,300	5,472	(3,828)	-41.16%	
521 - Fuel	-	-	-	0.00%	
Total 2-500 - Purchase of Goods & Supplies	10,800	5,510	(5,290)	-48.98%	
2-700 - Grants & Other Contributions	1,608,669	1,147,203	(461,466)	-28.69%	
735 - Grants to Ind/Org's	1,608,669	1,147,203	(461,466)	-28.69%	
Total 2-700 - Grants & Other Contributions	1,608,669	1,147,203	(461,466)	-28.69%	
Total Expenses	2,069,649	1,445,808	(623,841)	-30.14%	
Net Total	(2,049,649)	(1,445,152)	604,497	29.49%	

Actual vs Budget Year To Date by Department

Department 12 - Administration

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance	
1-400 - Sales of Goods & Services	-	24	24	100.00%	
420 - Sale of Goods & Services	-	24	24	100.00%	
Total 1-400 - Sales of Goods & Services	-	24	24	100.00%	
1-500 - Self Generated Revenues	12,500	54,428	41,928	335.42%	
590 - Other Revenues	-	37,000	37,000	100.00%	5
591 - Document Fees	7,500	-	(7,500)	-100.00%	
593 - Map Sales	5,000	9,236	4,236	84.72%	
594 - Expenses Recovered	-	8,168	8,168	100.00%	
596 - Miscellaneous Revenue	-	24	24	100.00%	
Total 1-500 - Self Generated Revenues	12,500	54,428	41,928	335.42%	
1-800 - Grant Revenue	299,602	-	(299,602)	-100.00%	
840 - Prov Conditional Grants	299,602	-	(299,602)	-100.00%	6
Total 1-800 - Grant Revenue	299,602	-	(299,602)	-100.00%	
Total Revenues	312,102	54,451	(257,651)	-82.55%	
2-100 - Salary, Wages and Benefits	808,703	649,925	(158,778)	-19.63%	
121 - Regular Pay/Wages	668,602	523,121	(145,482)	-21.76%	
130 - Health Spending Account	8,750	3,938	(4,812)	-55.00%	
136 - Workers Compensation	6,909	8,686	1,777	25.72%	
149 - Employer Contributions	123,942	114,181	(9,761)	-7.88%	
151 - Honoraria	500	-	(500)	-100.00%	
Total 2-100 - Salary, Wages and Benefits	808,703	649,925	(158,778)	-19.63%	
2-200 - Contracted & Other Services	1,104,538	541,253	(563,285)	-51.00%	
211 - Travel & Subsistence	8,300	1,749	(6,551)	-78.92%	
212 - Mileage	3,300	2,503	(797)	-24.16%	
213 - Working Lunches	500	190	(310)	-61.96%	
214 - Membership/Conference Fees	6,635	4,652	(1,983)	-29.89%	
215 - Freight	250	333	83	33.34%	
216 - Postage	20,000	11,636	(8,364)	-41.82%	
217 - Telephone	25,215	22,557	(2,658)	-10.54%	
221 - Advertising	1,000	20	(980)	-98.00%	
223 - Publications	500	165	(335)	-67.01%	
231 - Accounting & Audit Fees	28,500	22,994	(5,506)	-19.32%	
232 - Legal Fees	500,000	264,591	(235,409)	-47.08%	
235 - Assessment Fees	174,046	118,996	(55,049)	-31.63%	
239 - Training & Education	6,500	225	(6,275)	-96.54%	
242 - Computer Programming	101,692	45,303	(56,389)	-55.45%	
249 - Other Professional Services	27,500	19,899	(7,601)	-27.64%	
253 - Equipment & Furnishings Repairs	1,000	983	(17)	-1.74%	
256 - Contracted Services	7,500	6,395	(1,105)	-14.73%	
259 - Other Contracted Repairs	-	485	485	100.00%	
263 - Rental M&E	26,850	17,553	(9,297)	-34.62%	
271 - Licenses & Permits	250	-	(250)	-100.00%	

Actual vs Budget Year To Date by Department

274 - Insurance Premiums	165,000	23	(164,977)	-99.99%
Total 2-200 - Contracted & Other Services	1,104,538	541,253	(563,285)	-51.00%
2-300 - Purchased Government Services	-	-	-	0.00%
342 - Prov Assessment Fee	-	-	-	0.00%
Total 2-300 - Purchased Government Services	-	-	-	0.00%
2-500 - Purchase of Goods & Supplies	88,620	69,132	(19,488)	-21.99%
511 - Office Supplies	12,500	8,817	(3,683)	-29.46%
513 - Janitorial Supplies	1,500	1,291	(209)	-13.96%
517 - Computer Supplies	17,500	21,677	4,177	23.87%
518 - Signage	945	-	(945)	-100.00%
519 - Other General Supplies	10,000	7,718	(2,282)	-22.82%
520 - Misc Expenses	3,500	1,383	(2,117)	-60.50%
521 - Fuel	500	-	(500)	-100.00%
539 - Other Construction Materials	-	197	197	100.00%
543 - Natural Gas	9,000	5,350	(3,650)	-40.55%
544 - Electrical	28,000	19,028	(8,972)	-32.04%
545 - Other Utilities	5,175	3,671	(1,504)	-29.06%
Total 2-500 - Purchase of Goods & Supplies	88,620	69,132	(19,488)	-21.99%
2-800 - Finance Charges	129,000	51,700	(77,300)	-59.92%
	-	-	-	0.00%
891 - Bank Service charges	20,000	24,749	4,749	23.75%
892 - Interest on Overdue Accounts	-	1,404	1,404	100.00%
893 - Trade Receivable Write-Offs	50,000	-	(50,000)	-100.00%
894 - Investment Management Fees	55,000	24,045	(30,955)	-56.28%
896 - Benefit Administration Fees	4,000	1,502	(2,498)	-62.45%
Total 2-800 - Finance Charges	129,000	51,700	(77,300)	-59.92%
2-900 - Non-Monetary Items	89,000	(190,630)	(279,630)	-314.19%
900 - Amortization	89,000	-	(89,000)	-100.00%
950 - Gain/Loss on Disposal of Assets	-	-	-	0.00%
951 - Gain/Loss on Investments	-	(190,630)	(190,630)	-100.00%
Total 2-900 - Non-Monetary Items	89,000	(190,630)	(279,630)	-314.19%
Total Expenses	2,219,861	1,121,379	(1,098,482)	-49.48%
Net Total	(1,907,759)	(1,066,928)	840,831	44.07%

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Actual vs Budget Year To Date by Department

Department 21 - Policing

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-700 - Grants & Other Contributions	298,069	293,085	(4,984)	-1.67%
747 - Provincial Requisitions	298,069	293,085	(4,984)	-1.67%
Total 2-700 - Grants & Other Contributions	298,069	293,085	(4,984)	-1.67%
Total Expenses	298,069	293,085	(4,984)	-1.67%
Net Total	(298,069)	(293,085)	4,984	1.67%

Actual vs Budget Year To Date by Department

Department 23 - Fire

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-400 - Sales of Goods & Services	26,000	20,081	(5,919)	-22.76%
420 - Sale of Goods & Services	26,000	20,081	(5,919)	-22.76%
Total 1-400 - Sales of Goods & Services	26,000	20,081	(5,919)	-22.76%
Total Revenues	26,000	20,081	(5,919)	-22.76%
2-100 - Salary, Wages and Benefits	85,291	60,966	(24,325)	-28.52%
121 - Regular Pay/Wages	85,000	57,817	(27,183)	-31.98%
136 - Workers Compensation	-	1,087	1,087	100.00%
149 - Employer Contributions	291	2,062	1,771	608.58%
Total 2-100 - Salary, Wages and Benefits	85,291	60,966	(24,325)	-28.52%
2-200 - Contracted & Other Services	482,743	15,434	(467,309)	-96.80%
211 - Travel & Subsistence	1,000	-	(1,000)	-100.00%
212 - Mileage	750	-	(750)	-100.00%
214 - Membership/Conference Fees	2,600	-	(2,600)	-100.00%
215 - Freight	500	-	(500)	-100.00%
217 - Telephone	4,980	740	(4,240)	-85.15%
221 - Advertising	2,600	-	(2,600)	-100.00%
239 - Training & Education	9,950	-	(9,950)	-100.00%
242 - Computer Programming	9,630	-	(9,630)	-100.00%
252 - Building Repairs	9,100	-	(9,100)	-100.00%
253 - Equipment & Furnishings Repairs	8,000	-	(8,000)	-100.00%
255 - Vehicle Repairs	24,000	-	(24,000)	-100.00%
256 - Contracted Services	347,503	13,483	(334,021)	-96.12%
259 - Other Contracted Repairs	54,000	-	(54,000)	-100.00%
263 - Rental M&E	-	-	-	0.00%
266 - Mobile Communications	6,590	-	(6,590)	-100.00%
271 - Licenses & Permits	1,540	1,212	(328)	-21.30%
Total 2-200 - Contracted & Other Services	482,743	15,434	(467,309)	-96.80%
2-500 - Purchase of Goods & Supplies	82,063	21,731	(60,332)	-73.52%
511 - Office Supplies	550	-	(550)	-100.00%
512 - Clothing/Footwear Allowance	21,350	4,467	(16,883)	-79.08%
519 - Other General Supplies	17,438	509	(16,930)	-97.08%
521 - Fuel	8,000	2,765	(5,235)	-65.44%
522 - Tires/Batteries/Accessories	5,200	-	(5,200)	-100.00%
523 - Small Equipment & Tools	4,725	-	(4,725)	-100.00%
524 - Consumable Tools	3,050	-	(3,050)	-100.00%
531 - Chemicals	6,850	-	(6,850)	-100.00%
543 - Natural Gas	7,000	3,655	(3,345)	-47.78%
544 - Electrical	7,500	9,936	2,436	32.48%
545 - Other Utilities	400	400	-	0.00%
Total 2-500 - Purchase of Goods & Supplies	82,063	21,731	(60,332)	-73.52%
2-900 - Non-Monetary Items	100,000	-	(100,000)	-100.00%
900 - Amortization	100,000	-	(100,000)	-100.00%
Total 2-900 - Non-Monetary Items	100,000	-	(100,000)	-100.00%

Actual vs Budget Year To Date by Department

Total Expenses	750,097	98,131	(651,966)	-86.92%
Net Total	(724,097)	(78,050)	646,047	89.22%

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Actual vs Budget Year To Date by Department

Department 24 - Emergency Measures

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-800 - Grant Revenue	-	-	-	0.00%
840 - Prov Conditional Grants	-	-	-	0.00%
Total 1-800 - Grant Revenue	-	-	-	0.00%
Total Revenues	-	-	-	0.00%
2-200 - Contracted & Other Services	7,150	1,955	(5,195)	-72.66%
215 - Freight	100	-	(100)	-100.00%
217 - Telephone	3,800	1,955	(1,845)	-48.55%
221 - Advertising	250	-	(250)	-100.00%
239 - Training & Education	1,000	-	(1,000)	-100.00%
249 - Other Professional Services	-	-	-	0.00%
256 - Contracted Services	2,000	-	(2,000)	-100.00%
Total 2-200 - Contracted & Other Services	7,150	1,955	(5,195)	-72.66%
2-500 - Purchase of Goods & Supplies	500	208	(292)	-58.39%
519 - Other General Supplies	500	208	(292)	-58.39%
Total 2-500 - Purchase of Goods & Supplies	500	208	(292)	-58.39%
Total Expenses	7,650	2,163	(5,487)	-71.73%
Net Total	(7,650)	(2,163)	5,487	71.73%

Actual vs Budget Year To Date by Department

Department 25 - Health Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-500 - Self Generated Revenues	18,000	14,800	(3,200)	-17.78%
560 - Rental/Lease Revenues	18,000	14,800	(3,200)	-17.78%
Total 1-500 - Self Generated Revenues	18,000	14,800	(3,200)	-17.78%
1-800 - Grant Revenue	-	1,000	1,000	100.00%
840 - Prov Conditional Grants	-	1,000	1,000	100.00%
Total 1-800 - Grant Revenue	-	1,000	1,000	100.00%
Total Revenues	18,000	15,800	(2,200)	-12.22%
2-200 - Contracted & Other Services	6,380	7,434	1,054	16.52%
217 - Telephone	1,380	1,124	(256)	-18.55%
259 - Other Contracted Repairs	5,000	6,310	1,310	26.20%
Total 2-200 - Contracted & Other Services	6,380	7,434	1,054	16.52%
2-500 - Purchase of Goods & Supplies	9,600	3,798	(5,802)	-60.44%
519 - Other General Supplies	2,500	129	(2,371)	-94.85%
543 - Natural Gas	3,500	1,760	(1,740)	-49.73%
544 - Electrical	3,600	1,910	(1,690)	-46.95%
Total 2-500 - Purchase of Goods & Supplies	9,600	3,798	(5,802)	-60.44%
2-700 - Grants & Other Contributions	11,857	9,864	(1,993)	-16.81%
735 - Grants to Ind/Org's	11,857	9,864	(1,993)	-16.81%
Total 2-700 - Grants & Other Contributions	11,857	9,864	(1,993)	-16.81%
Total Expenses	27,837	21,096	(6,741)	-24.22%
Net Total	(9,837)	(5,296)	4,541	46.16%

Actual vs Budget Year To Date by Department

Department 27 - Workplace Safety

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-200 - Contracted & Other Services	22,500	18,422	(4,078)	-18.12%
211 - Travel & Subsistence	500	-	(500)	-100.00%
239 - Training & Education	8,000	3,293	(4,707)	-58.84%
242 - Computer Programming	-	1,340	1,340	100.00%
249 - Other Professional Services	1,000	-	(1,000)	-100.00%
256 - Contracted Services	13,000	13,789	789	6.07%
Total 2-200 - Contracted & Other Services	22,500	18,422	(4,078)	-18.12%
2-500 - Purchase of Goods & Supplies	5,500	9,629	4,129	75.08%
519 - Other General Supplies	5,000	9,394	4,394	87.88%
524 - Consumable Tools	500	125	(375)	-74.92%
539 - Other Construction Materials	-	110	110	100.00%
Total 2-500 - Purchase of Goods & Supplies	5,500	9,629	4,129	75.08%
Total Expenses	28,000	28,052	52	0.18%
Net Total	(28,000)	(28,052)	(52)	-0.18%

Actual vs Budget Year To Date by Department

Department 32 - Transportation/Public Works.

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance	
1-400 - Sales of Goods & Services	77,500	91,921	14,421	18.61%	
420 - Sale of Goods & Services	65,000	79,131	14,131	21.74%	
421 - Snowplow Flag Sales	7,500	8,150	650	8.67%	
425 - Administration Fees	5,000	4,641	(359)	-7.19%	
Total 1-400 - Sales of Goods & Services	77,500	91,921	14,421	18.61%	
1-500 - Self Generated Revenues	75,000	198,562	123,562	164.75%	
560 - Rental/Lease Revenues	75,000	83,899	8,899	11.86%	
594 - Expenses Recovered	-	114,664	114,664	100.00%	11
Total 1-500 - Self Generated Revenues	75,000	198,562	123,562	164.75%	
1-700 - Government Transfers	-	1,721,135	1,721,135	100.00%	
740 - Prov Unconditional Grants	-	1,721,135	1,721,135	100.00%	12
Total 1-700 - Government Transfers	-	1,721,135	1,721,135	100.00%	
1-800 - Grant Revenue	-	577,141	577,141	100.00%	
840 - Prov Conditional Grants	-	577,141	577,141	100.00%	12
Total 1-800 - Grant Revenue	-	577,141	577,141	100.00%	
1-900 - Reserve Draws	325,296	-	(325,296)	-100.00%	10
920 - Drawn From Operating Reserves	325,296	-	(325,296)	-100.00%	
Total 1-900 - Reserve Draws	325,296	-	(325,296)	-100.00%	
Total Revenues	477,796	2,588,760	2,110,964	441.81%	
2-100 - Salary, Wages and Benefits	2,224,128	1,502,783	(721,345)	-32.43%	
121 - Regular Pay/Wages	1,874,802	1,224,798	(650,004)	-34.67%	
130 - Health Spending Account	18,750	7,424	(11,326)	-60.40%	
136 - Workers Compensation	22,356	23,161	805	3.60%	
149 - Employer Contributions	308,219	247,399	(60,821)	-19.73%	
Total 2-100 - Salary, Wages and Benefits	2,224,128	1,502,783	(721,345)	-32.43%	
2-200 - Contracted & Other Services	5,690,243	3,445,784	(2,244,458)	-39.44%	
211 - Travel & Subsistence	5,000	2,335	(2,665)	-53.30%	
212 - Mileage	5,000	-	(5,000)	-100.00%	
214 - Membership/Conference Fees	3,000	1,550	(1,450)	-48.33%	
215 - Freight	27,240	19,081	(8,159)	-29.95%	
217 - Telephone	15,694	11,554	(4,140)	-26.38%	
221 - Advertising	2,000	1,566	(434)	-21.70%	
233 - Engineering Fees	149,830	23,122	(126,709)	-84.57%	
239 - Training & Education	15,000	2,200	(12,800)	-85.33%	
242 - Computer Programming	43,865	41,399	(2,466)	-5.62%	
249 - Other Professional Services	11,550	5,915	(5,635)	-48.79%	
253 - Equipment & Furnishings Repairs	226,300	134,156	(92,144)	-40.72%	
254 - Vehicle Lease Costs	149,103	87,884	(61,220)	-41.06%	
255 - Vehicle Repairs	15,000	32,773	17,773	118.49%	
256 - Contracted Services	4,899,411	3,022,760	(1,876,650)	-38.30%	
263 - Rental M&E	71,000	28,226	(42,774)	-60.24%	
266 - Mobile Communications	30,000	17,600	(12,400)	-41.33%	
271 - Licenses & Permits	19,750	13,665	(6,085)	-30.81%	

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Actual vs Budget Year To Date by Department

285 - Small Damages Claims	1,500	-	(1,500)	-100.00%
Total 2-200 - Contracted & Other Services	5,690,243	3,445,784	(2,244,458)	-39.44%
2-500 - Purchase of Goods & Supplies	1,713,725	646,664	(1,067,061)	-62.27%
511 - Office Supplies	5,000	4,270	(730)	-14.60%
512 - Clothing/Footwear Allowance	4,500	984	(3,516)	-78.14%
517 - Computer Supplies	2,000	-	(2,000)	-100.00%
518 - Signage	23,550	19,309	(4,241)	-18.01%
519 - Other General Supplies	28,975	12,745	(16,230)	-56.01%
521 - Fuel	420,800	245,402	(175,398)	-41.68%
522 - Tires/Batteries/Accessories	73,000	25,081	(47,919)	-65.64%
523 - Small Equipment & Tools	2,000	6,568	4,568	228.38%
524 - Consumable Tools	4,000	4,560	560	14.00%
525 - Lubricants & Fluids	14,000	11,955	(2,045)	-14.60%
533 - Grader Blades	100,000	19,650	(80,350)	-80.35%
534 - Sand & Gravel	620,000	14,438	(605,563)	-97.67%
535 - Welding Supplies	3,300	1,927	(1,373)	-41.60%
536 - Sign Posts	21,000	42	(20,958)	-99.80%
537 - Steel Products	300,000	193,313	(106,687)	-35.56%
539 - Other Construction Materials	48,000	55,711	7,711	16.06%
543 - Natural Gas	11,000	5,590	(5,410)	-49.18%
544 - Electrical	31,600	23,258	(8,342)	-26.40%
545 - Other Utilities	1,000	1,863	863	86.25%
Total 2-500 - Purchase of Goods & Supplies	1,713,725	646,664	(1,067,061)	-62.27%
2-800 - Finance Charges	21,567	12,451	(9,116)	-42.27%
850 - Debenture Interest Hwy 35	2,203	2,203	-	0.00%
851 - Debenture Interest Chin Rd/Water Ph 4	15,688	8,336	(7,352)	-46.87%
852 - Debenture Interest Lovelin Rd/Ph5	3,676	1,912	(1,764)	-47.97%
853 - Debenture Principal Pmts	-	-	-	0.00%
Total 2-800 - Finance Charges	21,567	12,451	(9,116)	-42.27%
2-900 - Non-Monetary Items	2,020,000	-	(2,020,000)	-100.00%
900 - Amortization	2,020,000	-	(2,020,000)	-100.00%
Total 2-900 - Non-Monetary Items	2,020,000	-	(2,020,000)	-100.00%
Total Expenses	11,669,663	5,607,682	(6,061,981)	-51.95%
Net Total	(11,191,868)	(3,018,922)	8,172,945	73.03%

Actual vs Budget Year To Date by Department

Department 33 - Airport

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-200 - Grants In Lieu	19,295	-	(19,295)	-100.00%
251 - Municipal Government	19,295	-	(19,295)	-100.00%
Total 1-200 - Grants In Lieu	19,295	-	(19,295)	-100.00%
1-500 - Self Generated Revenues	155,080	15,303	(139,777)	-90.13%
560 - Rental/Lease Revenues	92,585	1,489	(91,096)	-98.39%
570 - Fuel Flowage Fees	22,495	3,105	(19,390)	-86.20%
590 - Other Revenues	40,000	10,630	(29,370)	-73.42%
595 - Operating Fees	-	-	-	0.00%
596 - Miscellaneous Revenue	-	78	78	100.00%
Total 1-500 - Self Generated Revenues	155,080	15,303	(139,777)	-90.13%
Total Revenues	174,375	15,303	(159,072)	-91.22%
2-100 - Salary, Wages and Benefits	124,882	95,040	(29,842)	-23.90%
121 - Regular Pay/Wages	100,109	76,103	(24,006)	-23.98%
130 - Health Spending Account	1,250	290	(960)	-76.77%
136 - Workers Compensation	987	1,440	453	45.90%
149 - Employer Contributions	22,536	17,207	(5,329)	-23.65%
Total 2-100 - Salary, Wages and Benefits	124,882	95,040	(29,842)	-23.90%
2-200 - Contracted & Other Services	167,989	63,393	(104,596)	-62.26%
211 - Travel & Subsistence	1,000	-	(1,000)	-100.00%
214 - Membership/Conference Fees	750	200	(550)	-73.33%
215 - Freight	500	351	(149)	-29.75%
217 - Telephone	6,139	5,193	(946)	-15.41%
223 - Publications	200	-	(200)	-100.00%
239 - Training & Education	750	-	(750)	-100.00%
249 - Other Professional Services	19,000	2,000	(17,000)	-89.47%
253 - Equipment & Furnishings Repairs	31,500	8,578	(22,922)	-72.77%
255 - Vehicle Repairs	3,500	1,586	(1,914)	-54.69%
256 - Contracted Services	84,150	45,163	(38,987)	-46.33%
259 - Other Contracted Repairs	20,000	-	(20,000)	-100.00%
271 - Licenses & Permits	500	323	(177)	-35.46%
Total 2-200 - Contracted & Other Services	167,989	63,393	(104,596)	-62.26%
2-500 - Purchase of Goods & Supplies	105,660	62,462	(43,198)	-40.88%
511 - Office Supplies	200	22	(178)	-88.98%
512 - Clothing/Footwear Allowance	250	375	125	50.00%
513 - Janitorial Supplies	250	31	(219)	-87.42%
519 - Other General Supplies	8,515	5,742	(2,773)	-32.57%
521 - Fuel	10,000	9,436	(564)	-5.64%
522 - Tires/Batteries/Accessories	7,830	7,764	(66)	-0.84%
523 - Small Equipment & Tools	115	-	(115)	-100.00%
524 - Consumable Tools	2,500	423	(2,077)	-83.09%
525 - Lubricants & Fluids	2,000	1,506	(494)	-24.70%
531 - Chemicals	40,000	18,671	(21,330)	-53.32%
535 - Welding Supplies	500	265	(235)	-46.99%

Actual vs Budget Year To Date by Department

539 - Other Construction Materials	2,000	415	(1,585)	-79.25%
543 - Natural Gas	4,500	2,270	(2,230)	-49.55%
544 - Electrical	20,000	12,100	(7,900)	-39.50%
545 - Other Utilities	7,000	3,441	(3,559)	-50.84%
Total 2-500 - Purchase of Goods & Supplies	105,660	62,462	(43,198)	-40.88%
2-900 - Non-Monetary Items	117,750	-	(117,750)	-100.00%
900 - Amortization	117,750	-	(117,750)	-100.00%
Total 2-900 - Non-Monetary Items	117,750	-	(117,750)	-100.00%
Total Expenses	516,281	220,894	(295,386)	-57.21%
Net Total	(341,906)	(205,592)	136,314	39.87%

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Actual vs Budget Year To Date by Department

Department 41 - Water Supply & Distribution

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-400 - Sales of Goods & Services	990,000	1,091,355	101,355	10.24%
	-	7,057	7,057	100.00%
420 - Sale of Goods & Services	790,000	910,594	120,594	15.27%
425 - Administration Fees	100,000	91,003	(8,997)	-9.00%
430 - Line Usage Fee	100,000	82,701	(17,299)	-17.30%
Total 1-400 - Sales of Goods & Services	990,000	1,091,355	101,355	10.24%
1-500 - Self Generated Revenues	-	48,667	48,667	100.00%
590 - Other Revenues	-	47,642	47,642	100.00%
594 - Expenses Recovered	-	1,025	1,025	100.00%
Total 1-500 - Self Generated Revenues	-	48,667	48,667	100.00%
1-800 - Grant Revenue	-	-	-	0.00%
840 - Prov Conditional Grants	-	-	-	0.00%
Total 1-800 - Grant Revenue	-	-	-	0.00%
Total Revenues	990,000	1,140,023	150,023	15.15%
2-100 - Salary, Wages and Benefits	576,746	461,542	(115,204)	-19.97%
121 - Regular Pay/Wages	472,648	367,857	(104,790)	-22.17%
130 - Health Spending Account	6,250	2,127	(4,123)	-65.97%
136 - Workers Compensation	4,935	6,988	2,053	41.61%
149 - Employer Contributions	92,913	84,570	(8,344)	-8.98%
Total 2-100 - Salary, Wages and Benefits	576,746	461,542	(115,204)	-19.97%
2-200 - Contracted & Other Services	306,693	142,036	(164,657)	-53.69%
211 - Travel & Subsistence	6,000	3,815	(2,185)	-36.42%
212 - Mileage	1,051	866	(185)	-17.59%
214 - Membership/Conference Fees	1,000	804	(196)	-19.57%
215 - Freight	12,000	7,708	(4,292)	-35.77%
217 - Telephone	20,292	6,441	(13,851)	-68.26%
221 - Advertising	250	-	(250)	-100.00%
233 - Engineering Fees	2,000	-	(2,000)	-100.00%
239 - Training & Education	5,000	2,375	(2,625)	-52.51%
249 - Other Professional Services	41,900	12,403	(29,497)	-70.40%
253 - Equipment & Furnishings Repairs	5,000	47	(4,953)	-99.06%
254 - Vehicle Lease Costs	50,000	47,099	(2,901)	-5.80%
255 - Vehicle Repairs	12,000	5,091	(6,909)	-57.57%
256 - Contracted Services	18,700	18,495	(205)	-1.10%
259 - Other Contracted Repairs	128,000	32,832	(95,168)	-74.35%
263 - Rental M&E	3,250	4,060	810	24.92%
271 - Licenses & Permits	250	-	(250)	-100.00%
Total 2-200 - Contracted & Other Services	306,693	142,036	(164,657)	-53.69%
2-500 - Purchase of Goods & Supplies	864,100	686,051	(178,049)	-20.61%
511 - Office Supplies	550	1,390	840	152.77%
512 - Clothing/Footwear Allowance	1,800	1,149	(651)	-36.16%
517 - Computer Supplies	-	1,826	1,826	100.00%
519 - Other General Supplies	13,300	3,843	(9,457)	-71.10%

Actual vs Budget Year To Date by Department

521 - Fuel	35,000	23,233	(11,767)	-33.62%
522 - Tires/Batteries/Accessories	2,500	-	(2,500)	-100.00%
523 - Small Equipment & Tools	3,750	10,351	6,601	176.03%
524 - Consumable Tools	4,000	4,152	152	3.81%
525 - Lubricants & Fluids	450	75	(375)	-83.36%
531 - Chemicals	10,750	8,250	(2,500)	-23.26%
539 - Other Construction Materials	19,000	20,159	1,159	6.10%
543 - Natural Gas	19,000	17,568	(1,432)	-7.54%
544 - Electrical	104,000	82,665	(21,335)	-20.51%
545 - Other Utilities	650,000	511,389	(138,611)	-21.32%
Total 2-500 - Purchase of Goods & Supplies	864,100	686,051	(178,049)	-20.61%
2-800 - Finance Charges	675,233	344,636	(330,597)	-48.96%
850 - Debenture Interest Hwy 35	8,422	4,580	(3,842)	-45.61%
851 - Debenture Interest Chin Rd/Water Ph 4	29,415	15,630	(13,786)	-46.87%
852 - Debenture Interest Lovelin Rd/Ph5	30,637	30,637	-	0.00%
853 - Debenture Principal Pmts	-	-	-	0.00%
854 - Debenture Interest Ph 6	21,005	10,928	(10,077)	-47.98%
855 - Debenture Interest Ph 7	36,357	18,791	(17,566)	-48.32%
856 - Debenture Interest '17 Add-ons	33,395	17,181	(16,214)	-48.55%
857 - Debenture Interest '18 Add-ons	21,413	10,972	(10,441)	-48.76%
858 - Debenture Interest '19 Add-ons	494,590	235,918	(258,671)	-52.30%
Total 2-800 - Finance Charges	675,233	344,636	(330,597)	-48.96%
2-900 - Non-Monetary Items	1,370,000	-	(1,370,000)	-100.00%
900 - Amortization	1,370,000	-	(1,370,000)	-100.00%
Total 2-900 - Non-Monetary Items	1,370,000	-	(1,370,000)	-100.00%
Total Expenses	3,792,772	1,634,265	(2,158,508)	-56.91%
Net Total	(2,802,772)	(494,242)	2,308,531	82.37%

Actual vs Budget Year To Date by Department

Department 42 - Wastewater

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-400 - Sales of Goods & Services	23,500	20,506	(2,994)	-12.74%
420 - Sale of Goods & Services	19,500	16,506	(2,994)	-15.35%
450 - Other Fees, Revenues, Etc.	4,000	4,000	-	0.00%
Total 1-400 - Sales of Goods & Services	23,500	20,506	(2,994)	-12.74%
Total Revenues	23,500	20,506	(2,994)	-12.74%
2-200 - Contracted & Other Services	14,875	-	(14,875)	-100.00%
215 - Freight	110	-	(110)	-100.00%
249 - Other Professional Services	265	-	(265)	-100.00%
256 - Contracted Services	14,500	-	(14,500)	-100.00%
259 - Other Contracted Repairs	-	-	-	0.00%
Total 2-200 - Contracted & Other Services	14,875	-	(14,875)	-100.00%
2-500 - Purchase of Goods & Supplies	3,100	-	(3,100)	-100.00%
519 - Other General Supplies	1,600	-	(1,600)	-100.00%
539 - Other Construction Materials	1,500	-	(1,500)	-100.00%
Total 2-500 - Purchase of Goods & Supplies	3,100	-	(3,100)	-100.00%
2-900 - Non-Monetary Items	49,500	-	(49,500)	-100.00%
900 - Amortization	49,500	-	(49,500)	-100.00%
Total 2-900 - Non-Monetary Items	49,500	-	(49,500)	-100.00%
Total Expenses	67,475	-	(67,475)	-100.00%
Net Total	(43,975)	20,506	64,481	146.63%

Actual vs Budget Year To Date by Department

Department 43 - Sanitation & Garbage

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-100 - Salary, Wages and Benefits	-	-	-	0.00%
121 - Regular Pay/Wages	-	-	-	0.00%
130 - Health Spending Account	-	-	-	0.00%
136 - Workers Compensation	-	-	-	0.00%
149 - Employer Contributions	-	-	-	0.00%
Total 2-100 - Salary, Wages and Benefits	-	-	-	0.00%
2-200 - Contracted & Other Services	222,094	214,644	(7,450)	-3.35%
214 - Membership/Conference Fees	350	-	(350)	-100.00%
239 - Training & Education	750	-	(750)	-100.00%
249 - Other Professional Services	207,994	207,994	-	0.00%
256 - Contracted Services	13,000	6,650	(6,350)	-48.85%
Total 2-200 - Contracted & Other Services	222,094	214,644	(7,450)	-3.35%
2-400 - Reclamation Expenses	-	-	-	0.00%
400 - Reclamation Expenses	-	-	-	0.00%
Total 2-400 - Reclamation Expenses	-	-	-	0.00%
2-500 - Purchase of Goods & Supplies	3,000	1,587	(1,413)	-47.11%
519 - Other General Supplies	1,000	100	(900)	-90.00%
544 - Electrical	2,000	1,487	(513)	-25.67%
Total 2-500 - Purchase of Goods & Supplies	3,000	1,587	(1,413)	-47.11%
Total Expenses	225,094	216,231	(8,863)	-3.94%
Net Total	(225,094)	(216,231)	8,863	3.94%

Actual vs Budget Year To Date by Department

Department 51 - FCSS

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-800 - Grant Revenue	125,461	94,095	(31,365)	-25.00%
840 - Prov Conditional Grants	125,461	94,095	(31,365)	-25.00%
Total 1-800 - Grant Revenue	125,461	94,095	(31,365)	-25.00%
Total Revenues	125,461	94,095	(31,365)	-25.00%
2-700 - Grants & Other Contributions	156,826	88,664	(68,162)	-43.46%
735 - Grants to Ind/Org's	156,826	88,664	(68,162)	-43.46%
Total 2-700 - Grants & Other Contributions	156,826	88,664	(68,162)	-43.46%
Total Expenses	156,826	88,664	(68,162)	-43.46%
Net Total	(31,365)	5,431	36,797	117.32%

Actual vs Budget Year To Date by Department

Department 61 - Planning & Development

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-500 - Self Generated Revenues	6,500	9,919	3,419	52.60%
526 - Dev Permit/Compliance Cert	6,500	9,919	3,419	52.60%
592 - Other Municipal Taxes	-	-	-	0.00%
Total 1-500 - Self Generated Revenues	6,500	9,919	3,419	52.60%
Total Revenues	6,500	9,919	3,419	52.60%
2-100 - Salary, Wages and Benefits	1,200	37,276	36,076	3,006.31%
121 - Regular Pay/Wages	-	28,544	28,544	100.00%
136 - Workers Compensation	-	537	537	100.00%
149 - Employer Contributions	-	8,195	8,195	100.00%
151 - Honoraria	1,200	-	(1,200)	-100.00%
Total 2-100 - Salary, Wages and Benefits	1,200	37,276	36,076	3,006.31%
2-200 - Contracted & Other Services	277,150	314,992	37,842	13.65%
211 - Travel & Subsistence	300	-	(300)	-100.00%
212 - Mileage	1,000	-	(1,000)	-100.00%
215 - Freight	300	-	(300)	-100.00%
221 - Advertising	300	-	(300)	-100.00%
239 - Training & Education	250	-	(250)	-100.00%
249 - Other Professional Services	275,000	314,992	39,992	14.54%
Total 2-200 - Contracted & Other Services	277,150	314,992	37,842	13.65%
2-500 - Purchase of Goods & Supplies	-	-	-	0.00%
520 - Misc Expenses	-	-	-	0.00%
Total 2-500 - Purchase of Goods & Supplies	-	-	-	0.00%
Total Expenses	278,350	352,268	73,918	26.56%
Net Total	(271,850)	(342,349)	(70,499)	-25.93%

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Actual vs Budget Year To Date by Department

Department 63 - Agricultural Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-400 - Sales of Goods & Services	-	-	-	0.00%
420 - Sale of Goods & Services	-	-	-	0.00%
Total 1-400 - Sales of Goods & Services	-	-	-	0.00%
1-500 - Self Generated Revenues	5,500	12,779	7,279	132.35%
560 - Rental/Lease Revenues	4,500	8,025	3,525	78.33%
594 - Expenses Recovered	1,000	4,679	3,679	367.92%
596 - Miscellaneous Revenue	-	75	75	100.00%
Total 1-500 - Self Generated Revenues	5,500	12,779	7,279	132.35%
1-800 - Grant Revenue	160,000	178,399	18,399	11.50%
840 - Prov Conditional Grants	160,000	178,399	18,399	11.50%
Total 1-800 - Grant Revenue	160,000	178,399	18,399	11.50%
Total Revenues	165,500	191,178	25,678	15.52%
2-100 - Salary, Wages and Benefits	109,327	89,234	(20,093)	-18.38%
121 - Regular Pay/Wages	99,652	81,269	(18,383)	-18.45%
136 - Workers Compensation	1,963	1,549	(415)	-21.11%
149 - Employer Contributions	7,711	6,416	(1,296)	-16.80%
Total 2-100 - Salary, Wages and Benefits	109,327	89,234	(20,093)	-18.38%
2-200 - Contracted & Other Services	536,450	358,878	(177,572)	-33.10%
211 - Travel & Subsistence	500	530	30	6.05%
214 - Membership/Conference Fees	1,200	-	(1,200)	-100.00%
215 - Freight	-	-	-	0.00%
217 - Telephone	750	1,085	335	44.63%
221 - Advertising	130	-	(130)	-100.00%
223 - Publications	-	-	-	0.00%
239 - Training & Education	400	-	(400)	-100.00%
249 - Other Professional Services	50,500	32,600	(17,900)	-35.45%
253 - Equipment & Furnishings Repairs	250	156	(94)	-37.57%
255 - Vehicle Repairs	1,000	2,264	1,264	126.40%
256 - Contracted Services	481,720	322,243	(159,477)	-33.11%
Total 2-200 - Contracted & Other Services	536,450	358,878	(177,572)	-33.10%
2-500 - Purchase of Goods & Supplies	20,800	17,739	(3,061)	-14.72%
512 - Clothing/Footwear Allowance	750	326	(424)	-56.57%
519 - Other General Supplies	1,350	1,055	(295)	-21.84%
521 - Fuel	12,000	9,341	(2,659)	-22.16%
522 - Tires/Batteries/Accessories	3,250	3,167	(83)	-2.54%
523 - Small Equipment & Tools	800	-	(800)	-100.00%
524 - Consumable Tools	-	-	-	0.00%
525 - Lubricants & Fluids	150	33	(117)	-78.25%
531 - Chemicals	2,500	3,817	1,317	52.69%
535 - Welding Supplies	-	-	-	0.00%
Total 2-500 - Purchase of Goods & Supplies	20,800	17,739	(3,061)	-14.72%
2-700 - Grants & Other Contributions	101,000	-	(101,000)	-100.00%
735 - Grants to Ind/Org's	101,000	-	(101,000)	-100.00%

Actual vs Budget Year To Date by Department

Total 2-700 - Grants & Other Contributions	101,000	-	(101,000)	-100.00%
2-900 - Non-Monetary Items	9,150	-	(9,150)	-100.00%
900 - Amortization	9,150	-	(9,150)	-100.00%
Total 2-900 - Non-Monetary Items	9,150	-	(9,150)	-100.00%
Total Expenses	776,727	465,851	(310,875)	-40.02%
Net Total	(611,227)	(274,673)	336,554	55.06%

06.1.5-A

Actual vs Budget Year To Date by Department

Department 65 - Economic Development & Community Services

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
1-400 - Sales of Goods & Services	28,500	20,654	(7,846)	-27.53%
420 - Sale of Goods & Services	28,500	20,654	(7,846)	-27.53%
Total 1-400 - Sales of Goods & Services	28,500	20,654	(7,846)	-27.53%
1-500 - Self Generated Revenues	1,000	355	(645)	-64.50%
594 - Expenses Recovered	1,000	-	(1,000)	-100.00%
596 - Miscellaneous Revenue	-	355	355	100.00%
Total 1-500 - Self Generated Revenues	1,000	355	(645)	-64.50%
1-800 - Grant Revenue	-	-	-	0.00%
840 - Prov Conditional Grants	-	-	-	0.00%
Total 1-800 - Grant Revenue	-	-	-	0.00%
Total Revenues	29,500	21,009	(8,491)	-28.78%
2-100 - Salary, Wages and Benefits	84,851	65,111	(19,740)	-23.26%
121 - Regular Pay/Wages	64,945	50,604	(14,341)	-22.08%
130 - Health Spending Account	1,250	180	(1,070)	-85.60%
136 - Workers Compensation	987	960	(27)	-2.72%
149 - Employer Contributions	16,669	13,366	(3,303)	-19.81%
151 - Honoraria	1,000	-	(1,000)	-100.00%
Total 2-100 - Salary, Wages and Benefits	84,851	65,111	(19,740)	-23.26%
2-200 - Contracted & Other Services	102,409	70,312	(32,096)	-31.34%
211 - Travel & Subsistence	1,500	-	(1,500)	-100.00%
212 - Mileage	1,250	156	(1,094)	-87.56%
213 - Working Lunches	1,250	134	(1,116)	-89.32%
214 - Membership/Conference Fees	35,244	33,943	(1,301)	-3.69%
215 - Freight	150	-	(150)	-100.00%
216 - Postage	250	-	(250)	-100.00%
217 - Telephone	600	469	(131)	-21.91%
221 - Advertising	6,500	2,903	(3,597)	-55.34%
239 - Training & Education	2,000	-	(2,000)	-100.00%
255 - Vehicle Repairs	1,500	776	(724)	-48.29%
256 - Contracted Services	52,165	31,934	(20,231)	-38.78%
Total 2-200 - Contracted & Other Services	102,409	70,312	(32,096)	-31.34%
2-500 - Purchase of Goods & Supplies	24,200	7,699	(16,501)	-68.19%
519 - Other General Supplies	5,250	301	(4,949)	-94.26%
521 - Fuel	1,500	706	(794)	-52.92%
522 - Tires/Batteries/Accessories	150	-	(150)	-100.00%
525 - Lubricants & Fluids	50	-	(50)	-100.00%
528 - Promotional Materials	16,500	6,691	(9,809)	-59.45%
544 - Electrical	750	0	(750)	-99.97%
Total 2-500 - Purchase of Goods & Supplies	24,200	7,699	(16,501)	-68.19%
2-700 - Grants & Other Contributions	6,500	12,000	5,500	84.62%
735 - Grants to Ind/Org's	6,500	12,000	5,500	84.62%
Total 2-700 - Grants & Other Contributions	6,500	12,000	5,500	84.62%
2-900 - Non-Monetary Items	-	-	-	0.00%

Actual vs Budget Year To Date by Department

900 - Amortization	-	-	-	0.00%
Total 2-900 - Non-Monetary Items	-	-	-	0.00%
Total Expenses	217,960	155,122	(62,838)	-28.83%
Net Total	(188,460)	(134,113)	54,347	28.84%

Actual vs Budget Year To Date by Department

Department 71 - Recreation Boards & Hall Boards

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-700 - Grants & Other Contributions	258,800	254,534	(4,266)	-1.65%
735 - Grants to Ind/Org's	258,800	254,534	(4,266)	-1.65%
Total 2-700 - Grants & Other Contributions	258,800	254,534	(4,266)	-1.65%
Total Expenses	258,800	254,534	(4,266)	-1.65%
Net Total	(258,800)	(254,534)	4,266	1.65%

06.15-A

Actual vs Budget Year To Date by Department

Department 72 - Recreation & Park Facilities

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-200 - Contracted & Other Services	-	-	-	0.00%
256 - Contracted Services	-	-	-	0.00%
Total 2-200 - Contracted & Other Services	-	-	-	0.00%
2-500 - Purchase of Goods & Supplies	1,700	462	(1,238)	-72.84%
539 - Other Construction Materials	1,700	462	(1,238)	-72.84%
Total 2-500 - Purchase of Goods & Supplies	1,700	462	(1,238)	-72.84%
2-700 - Grants & Other Contributions	50,000	45,407	(4,593)	-9.19%
731 - CCAP Grants	50,000	45,407	(4,593)	-9.19%
Total 2-700 - Grants & Other Contributions	50,000	45,407	(4,593)	-9.19%
2-900 - Non-Monetary Items	1,250	-	(1,250)	-100.00%
900 - Amortization	1,250	-	(1,250)	-100.00%
Total 2-900 - Non-Monetary Items	1,250	-	(1,250)	-100.00%
Total Expenses	52,950	45,868	(7,082)	-13.37%
Net Total	(52,950)	(45,868)	7,082	13.37%

Actual vs Budget Year To Date by Department

Department 73 - Cemeteries

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-700 - Grants & Other Contributions	12,000	9,971	(2,029)	-16.91%
735 - Grants to Ind/Org's	12,000	9,971	(2,029)	-16.91%
Total 2-700 - Grants & Other Contributions	12,000	9,971	(2,029)	-16.91%
Total Expenses	12,000	9,971	(2,029)	-16.91%
Net Total	(12,000)	(9,971)	2,029	16.91%

0601.5-A

Actual vs Budget Year To Date by Department

Department 74 - Library

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-700 - Grants & Other Contributions	116,039	115,993	(46)	-0.04%
732 - Peace Library System	38,215	37,751	(464)	-1.21%
735 - Grants to Ind/Org's	77,824	78,242	418	0.54%
Total 2-700 - Grants & Other Contributions	116,039	115,993	(46)	-0.04%
Total Expenses	116,039	115,993	(46)	-0.04%
Net Total	(116,039)	(115,993)	46	0.04%

06.1.5-A

Actual vs Budget Year To Date by Department

Department 84 - NPHF

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-700 - Grants & Other Contributions	866,760	650,070	(216,690)	-25.00%
749 - Senior Requisitions	866,760	650,070	(216,690)	-25.00%
Total 2-700 - Grants & Other Contributions	866,760	650,070	(216,690)	-25.00%
Total Expenses	866,760	650,070	(216,690)	-25.00%
Net Total	(866,760)	(650,070)	216,690	25.00%

0601.5-A

Actual vs Budget Year To Date by Department

Department 85 - School Requisitions

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-700 - Grants & Other Contributions	3,580,422	2,863,021	(717,400)	-20.04%
747 - Provincial Requisitions	3,580,422	2,863,021	(717,400)	-20.04%
Total 2-700 - Grants & Other Contributions	3,580,422	2,863,021	(717,400)	-20.04%
Total Expenses	3,580,422	2,863,021	(717,400)	-20.04%
Net Total	(3,580,422)	(2,863,021)	717,400	20.04%

Actual vs Budget Year To Date by Department

Department 86 - DIP Requisitions

	Budget	YTD Actual Cost	Variance Over/Under	Percentage Variance
2-700 - Grants & Other Contributions	77,991	77,991	-	0.00%
747 - Provincial Requisitions	77,991	77,991	-	0.00%
Total 2-700 - Grants & Other Contributions	77,991	77,991	-	0.00%
Total Expenses	77,991	77,991	-	0.00%
Net Total	(77,991)	(77,991)	-	0.00%

COUNTY OF NORTHERN LIGHTS
ACTUAL VS BUDGETED SPENDING ON CAPITAL PROJECTS
As of October 23, 2025

PROJECT NAME	BUDGET ALLOCATION	ACTUAL COSTS YTD	VARIANCE	
Gillis Pit Gravel Crushing (Carryover)	1,864,533.00	1,279,326.25	585,206.75	
Sunny Valley Gravel Crushing	2,391,109.00	-	2,391,109.00	
Flatdeck 1 tonne replacement	100,000.00	-	100,000.00	Ordered
G1008 Replacement	622,339.00	668,322.93	(45,983.93)	
G1009 Replacement	622,339.00	641,122.93	(18,783.93)	
Traffic Counter Replacement	10,000.00	10,044.55	(44.55)	
BF77696 Repairs	170,000.00	-	170,000.00	
BF72484 (SV) Replacement	175,000.00	-	175,000.00	
BF 72589 (Smith Mills)	920,000.00	827,419.24	92,580.76	
BF 80687 (Carcajou)	600,000.00	218,379.84	381,620.16	
			-	
Back up Power Supply)Weberville Truckfill	196,000.00	-	196,000.00	Being Tendered
MRX Replacement	20,165.00	21,175.00	(1,010.00)	
KRWTP Raw Water Aeration	63,515.00	62,677.25	837.75	
			-	
HQ Server Host Replacement	30,000.00	4,000.00	26,000.00	
Firewall Replacement	5,000.00	5,600.00	(600.00)	
			-	
TOTAL	5,925,467.00	2,458,741.74	3,466,725.26	



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Report No.

File No.

06.3.1-A

Subject:	DPW General Report
Agenda Date:	October 28, 2025
Attachments:	DMP, EPA Data, Land Locked Parcel Map

Drought Conditions

As per Bylaw 25-41-499 Schedule "F" (Drought Management Plan), administration is required to keep Council informed of the current conditions. As discussed in the previous meeting, administration has commenced informing the public about the worsening drought conditions.

The attached graphs from the EPA website illustrate the previous three-year data for snow depth in the North Star area, water levels in the Notikewin River, Peace River (Sunny Valley), Buchanan Creek, and precipitation for the Keg River, Hawk Hills, Manning and Dixonville areas. In addition to this information, I have included the EPA forecaster comments.

2025 Bridge Maintenance

The Contractor has signed the contracts for the 2025 Bridge Maintenance Program and has sent them to CNL. The work is scheduled to commence in early November.

2025 Road Repairs

The last of the gravel road repairs will be completed by October 24 as crews are finishing off shoulder pulling the Township Road 840. As we graveled in the South this year, we will be under budget for this work as crews were occupied with gravelling.

Bear Creek Road Update

Due to a contractor delay, they will be addressing these potholes starting October 27, 2025.

East Manning Parcel Access

Administration was approached by a resident who owns a parcel in East Manning (as shown on the attached map) with a request to clear the undeveloped road allowance. We have been in conversations with Forestry, however, as further information was discovered, this may not be a possibility due to environmental concerns. If the Council wishes, the Administration can continue to pursue a remedy.

06.3.1-A

Capital Budget Update

The below table shows the status of the capital items we have in our 2025 Capital Budget:

Item	Status
Sunny Valley / Gillis Crushing	Completed and under budget
1-Ton Flat Deck	Ordered – Not received
Replace G1008	Completed
Replace G1009	Completed
Traffic Counter Replacement	Completed
BF 77696	Completed – During 2024 BF Maintenance
BF 72484 (Rge Rd 231 South of SVR)	Completed – During 2024 BF Maintenance
BF 72589 (Smith Mills – STIP)	Completed
BF 80687 (Carcajou - STIP)	Completed
Back up Power Supply (Weberville TF)	Developing RFP
MRX Replacement	Completed

RECOMMENDATION

It is recommended that:

1. Council accepts this report as information.

Prepared By:



Charles Schwab
Director of Public Works

Accepted for Council consideration by:



Gerhard Stickling
Chief Administrative Officer



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SCHEDULE "F"

TO BYLAW NO. 25-40-499

Drought Management Plan & Water Usage Restrictions

Acronyms and Abbreviations

CAO – Chief Administrative Officer	DMP – Drought Management Plan
DPW – Director of Public Works	WSM – Water Shortage Management
EMP – Emergency Management Plan	KRWTP – Keg River Water Treatment Plant
ECC – Emergency Coordination Centre	WTP – Water Treatment Plant
EPA – Environment and Protected Areas	
CNL – County of Northern Lights	
TPR – Town of Peace River	
TM – Town of Manning	

Introduction

Schedule "F" (DMP) outlines the procedures that the County of Northern Lights will follow in the event of a drought. The DMP provides a structured and prioritized framework of actions and measures to be implemented during various stages of a drought.

Drought is a prolonged period of abnormally low precipitation, resulting in a water supply or flow that falls below the seasonal average. When snowfall and rainfall are reduced, it leads to lower river levels which leads to a decline in a water treatment plants raw water reservoir storage, and supply security. Severe or prolonged drought conditions can hinder CNL's ability to supply sufficient treated water to all customers. CNL sources water from Town of Peace River (TPR), Town of Manning (TM) and the Keg River Water Treatment Plant (KRWTP).

Drought conditions are monitored through the Canadian Drought Monitor and consists of 5 levels;

- D0 – Abnormally dry
- D1 – Moderate Drought
- D2 – Severe Drought
- D3 – Extreme Drought
- D4 – Exceptional Drought

The goal of this DMP is to have pre-established guidelines to mitigate or prevent the impacts of a raw water shortage. Depending on the droughts extent, there may be a water supply shortage from TM, TPR or KRWTP. These WTP's may struggle to maintain adequate reservoir levels or pumping capacity. Effective drought management ensures the integrity of the potable water supply, especially for domestic use, sanitation and fire protection, thereby safeguarding public health and safety. This DMP applies to all entities utilizing CNL's water supply. This DMP will be initiated at the discretion of the CAO. Triggers for initiation may include forecasted adverse impacts of water supply shortage, water shortage emergency condition, or the anticipation of a call for mandated water conservation measures by EPA.



General Procedures

Given the unpredictable nature of drought severity, timing and duration. The DMP serves as a guideline for actions to be taken throughout escalating drought management stages. If the EMP provides specific directions, those will take precedence over the DMP's provisions. The following outlines the actions to be undertaken in the event of a drought;

1. Drought Identification
 - a. Upon entering drought conditions outlined in the Canadian Drought Monitor, the Utilities Supervisor shall monitor the river flow levels as well as CNL's water demand
2. Initial Contacts
 - a. Once drought conditions have been identified to be a concern, they will be communicated to:
 - i. DPW
 - ii. CAO & Council
 - iii. Any applicable users including but not limited to:
 - o Industrial & Agricultural users
 - o CNL impacted departments
 - o Stakeholders
 - o Public
3. Response Actions
 - a. The DPW will ensure the DMP's effective implementation through CNL's departments.
 - b. Determining Advancement of Drought Stages
 - i. D0-D1 – Utilities Supervisor & DPW
 - ii. D2 – DPW, with recommendation from Utilities Supervisor
 - iii. D3 – CAO, with recommendation from DPW
 - iv. D4 – CAO, with recommendation from DPW & Utilities Supervisor
 - c. Monitored conditions include but not limited to:
 - i. Drought conditions in the Peace River, Manning and Keg River areas
 - ii. Current EPA Water Shortage Management (WSM) stages
 - d. The Utility Department shall monitor and report on current conditions to the DPW. Monitored conditions include but not limited to:
 - i. WTP pumping capacity
 - ii. Water usage
 - iii. Effectiveness of water conservation efforts
4. Water Conservation Measures
 - a. CNL will implement both voluntary and mandatory water conservation measures to reduce water demand. Voluntary actions will be encouraged in the early stages to promote short-term reduction of non-essential water use. CNL Administration will recommend voluntary water conservations to the public to minimize impact on lifestyle. If existing measures do not sufficiently reduce water demand, mandatory restrictions will be imposed. Water restrictions may be implemented across all or part of CNL by any method during any period as determined by the CAO or their designate. In case of additional emergency actions, a local state of emergency grants a wide range of powers to CNL.
 - b. CNL shall lead by example throughout the implementation of the DMP to demonstrate commitment to managing the impacts of drought. All departments shall implement mandatory water conservation measures at or above the expected compliance. Additionally, departments with significant water usage must be able to initiate water conservation measures immediately upon instruction to do so.
5. Determining the Termination of Drought Stages
 - a. A stage concludes when the responsible entity, after evaluating the recommendations, determines that the drought conditions prompting the declaration have either been resolved, mitigated, or have intensified to warrant progression to a higher stage.



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6. Follow up Actions
 - a. CNL shall carry out an after-action review of all actions taken after drought conditions have subsided. This review shall ensure that all possible management actions were taken to protect the public's health and safety
7. Roles & Responsibilities
 - a. Chief Administrative Officer (CAO)
 - i. The CAO shall serve as the liaison with the Councils of CNL, Town of Manning, Town of Peace River and shall provide resources and support where available within their authority in support of the event. The CAO shall activate the ECC and implement other plans as required.
 - b. Director of Public Works (DPW)
 - i. The DPW shall serve as the primary liaison between all impacted stakeholders and shall provide strategic direction and support where the stages progress in severity and/or where conflicting departments and/or parties require mediation.
 - ii. Maintain communications with EPA
 - c. Utilities Supervisor
 - i. The Utilities Supervisor shall assume the overall management of the incident and delegate tasks and responsibilities until the DPW states otherwise. The Utilities Supervisor shall provide strategic direction and recommendations throughout all stages of the DMP. It is their responsibility to:
 - o Assess the potential risks of drought conditions and operations
 - o Provide recommendation for escalation/de-escalation of drought response stages based on assessment to the DPW
 - o Evaluate and report the effectiveness of the DMP
 - o Provide additional information as requested



Drought Response Stages

The drought management stages included in the DMP provide a guideline for actions to be taken throughout escalating drought conditions. It is important to note that due to the variability of drought conditions and their impact on the water supply, the outlined actions are subject to change based on the discretion of the EPA, the CAO & Council.

Response Summary

Stage	Level	Triggers	Actions
1	Warning	EPA implements Stage 1 WSM	Utilities Supervisor to monitor, evaluate and prepare for the risk of worsening drought conditions. Increase drought preparation messaging to advise public and industry on potential water rationing measures.
2	Mild	EPA implements Stage 2 WSM	Monitor, evaluate, and prepare for the risk of escalating drought conditions. Minimize water demand.
3	Moderate	EPA implements Stage 3 WSM, Increased threat to WTP's capability to maintain raw water capacity	Monitor, evaluate, and prepare for the risk of escalating to critical drought conditions and limit water usage to minimum needs to maintain operational status.
4	Emergency	EPA implements Stage 4 WSM & Loss of raw water supply	ECC activation and implementation of applicable plans as required including, but not limited to CNL Emergency Management Plan



1. Stage 1: Warning

- a. Possible Conditions for this stage are:
 - i. Low-flow advisory issued by EPA
 - ii. Stage 1 WSM issued by EPA
 - iii. WTP is able to maintain adequate pumping capacity
 - iv. Adequate supply of potable water
 - v. No threat to public health and safety
- b. Warning response actions – Utilities Supervisor
 - i. Receive information / Direction from EPA
 - o Review information provided & current forecast
 - o Coordinate follow-up reviews with EPA
 - o Respond with information as requested
 - o If required, initiate further action directed by EPA
 - ii. Contact DPW to brief on situation and forecast
 - iii. Oversee all actions carried out by water & wastewater operators
 - o Ensure communication with stakeholders
 - o Communicate all advice from water & wastewater operators and obtain information as required
 - o Delegate tasks as required
 - iv. Review DMP
- c. Warning Response Actions – Director of Public Works
 - i. Contact CAO to brief on situation
 - ii. Have Utilities Supervisor monitor and report water usage as required
 - iii. Provide assistance and/or guidance as requested
 - iv. Receive & relay information from Utilities Supervisor to CAO
 - v. Provide media statement to advise on current situation
 - vi. Review DMP

2. Stage 2: Mild

- a. Possible Conditions for this stage are:
 - i. Low-flow advisory issued by EPA
 - ii. Stage 2 WSM issued by EPA
 - iii. WTP is able to maintain adequate pumping capacity
 - iv. Adequate supply of potable water
 - v. No threat to public health and safety
- b. The DPW, upon recommendation from the Utilities Supervisor, shall be responsible for initiating Stage 2 of the DMP
 - i. Triggers
 - o EPA has communicated Stage 2 WSM
 - ii. Goals
 - o Monitor, evaluate and prepare for risk of escalating drought conditions and minimize water demand
 - o Post an alert to the public on drought conditions and the need for reduce water consumption use and other voluntary efforts to reduce water consumption.
- c. Warning response actions – Utilities Supervisor
 - i. Receive information / Direction from EPA
 - o Review information provided & current forecast
 - o Coordinate follow-up reviews with EPA
 - o Respond with information as requested
 - o If required, initiate further action directed by EPA
 - ii. Contact DPW to brief on situation and forecast
 - iii. Oversee all actions carried out by water & wastewater operators
 - o Ensure communication with stakeholders
 - o Communicate all advice from water & wastewater operators and obtain information as required
 - o Delegate tasks as required
 - iv. Weekly assessment of drought conditions
 - v. Monitor WTP and river levels
 - vi. Review DMP



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- d. Warning Response Actions – Director of Public Works
 - i. Contact CAO to brief on situation
 - o Joint review of DMP
 - ii. Engage with stakeholders to review current situation
 - o Coordinate meetings with CNL departments as required
 - o Coordinate meeting with suppliers of potable water
 - o Coordinate follow up reviews
 - o Communicate voluntary and/or mandatory water conservation measures.
 - iii. Have Utilities Supervisor monitor and report water usage weekly
 - iv. Provide assistance and/or guidance as requested
 - v. Receive & relay information from Utilities Supervisor to CAO
 - vi. Provide media statement to advise on current situation
- e. Warning Response Actions – Chief Administrative Officer
 - i. Brief CNL Council on situation
 - ii. Contact Town of Manning & Peace River administrations as required
 - iii. Provide assistance and/or guidance as requested

3. Stage 3: Moderate

- a. Possible Conditions for this stage are:
 - i. Stage 3 WSM issued by EPA
 - ii. WTP is able to maintain adequate pumping capacity with water conservation efforts
 - iii. Potable water supply is sufficient to maintain essential services, but approaching threshold
 - iv. There is a concern of a loss of water supply
 - v. Escalating threat to public health and safety
- b. The DPW, upon recommendation from the Utilities Supervisor, shall be responsible for initiating Stage 3 of the DMP
 - i. Triggers
 - o EPA has communicated Stage 3 WSM
 - o Threat to pumping capacity at WTP
 - o Threat of decreased potable water supply
 - ii. Goals
 - o Monitor, evaluate and prepare for risk of escalating drought conditions and limit water usage to minimum needed to maintain operational status
 - o Post an alert to the public on critical drought conditions and the need for prohibited uses of water, and other voluntary efforts to reduce water consumption.
- c. Warning response actions – Utilities Supervisor
 - i. Receive information / Direction from EPA
 - o Review information provided & current forecast
 - o Coordinate follow-up reviews with EPA
 - o Respond with information as requested
 - o If required, initiate further action directed by EPA
 - ii. Contact DPW to brief on situation and forecast
 - o Advise on additional water conservation measures to maintain operations
 - iii. Oversee all actions carried out by water & wastewater operators
 - o Ensure communication with stakeholders
 - o Communicate all advice from water & wastewater operators and obtain information as required
 - o Delegate tasks as required
 - iv. Daily assessment of drought conditions
 - v. Daily monitoring of WTP and river levels
- d. Warning Response Actions – Director of Public Works
 - i. Brief CAO on situation
 - ii. Assess need for additional water conservation measures



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- o Review information provided by Utilities Supervisor
 - o Determine need and identify opportunities for additional water conservation measures to lessen water demand
 - o Communicate additional water conservation measures to CAO and CNL Council
 - iii. Engage stakeholders to review current situation
 - iv. Provide assistance and/or guidance as requested
 - v. Receive & relay information from Utilities Supervisor to CAO & Council
 - vi. Provide media statement to advise on current situation
 - o Develop water conservation statement to the public with CAO to communicate voluntary and/or mandatory water conservation measures
 - vii. Review current EPA forecast
- e. Warning Response Actions – Chief Administrative Officer
 - i. Brief CNL Council on situation
 - ii. Contact Town of Manning & Peace River Councils and respective administrations as required
 - iii. Assist DPW with the additional water conservation measures decision process as required
 - iv. Provide assistance and/or guidance as requested

4. Stage 4: Emergency

- a. Possible Conditions for this stage are:
 - i. Stage 4 WSM issued by EPA
 - ii. WTP is unable to maintain adequate pumping capacity or has experienced complete loss of water supply
 - iii. Potable water supply is not sufficient to maintain essential services
 - iv. A threat exists to public health and safety
- b. The CAO, upon recommendation from the DPW, shall be responsible for initiating Stage 4 of the DMP
 - i. Triggers
 - o EPA has communicated Stage 4 WSM
 - o Loss of water supply
 - o Loss of pumping capacity at WTP
 - ii. Goals
 - o ECC activation and implementation of other plans as required, including but not limited to CNL Emergency Response Plan
 - o Post an alert to the public on emergency drought conditions.
- c. Warning response actions – Utilities Supervisor
 - i. Receive information / Direction from EPA
 - o Review information provided & current forecast
 - o Coordinate follow-up reviews with EPA
 - o Respond with information as requested
 - o Initiate further action directed by EPA
 - ii. Contact DPW & CAO to receive further direction
 - iii. Contact Water and Wastewater Operators
 - o Brief operators on current situation and provide additional directions as required
 - iv. Oversee all actions carried out by water & wastewater operators
 - o Communicate all advice from water & wastewater operators and obtain information as required
 - o Delegate tasks as required
 - v. Daily assessment of drought conditions
 - vi. Daily monitoring of WTP and river levels
 - vii. Assist with emergency response actions as required
- d. Warning Response Actions – Director of Public Works
 - i. Brief CAO & Council on situation



- ii. Assess need for additional water conservation measures
 - o Review information provided by Utilities Supervisor and/or CAO to identify need and opportunities for additional water conservation measures to lessen water demand
 - o Communicate additional water conservation measures to CAO and CNL Council
- iii. Engage stakeholders to review current situation
- iv. Provide assistance and/or guidance as requested
- v. Receive & relay information from Utilities Supervisor to CAO & CNL Council
- vi. Provide media statement to advise on current situation
 - o Develop water conservation statement to the public with CAO to communicate voluntary and/or mandatory water conservation measures
- vii. Review current EPA forecast
- e. Warning Response Actions – Chief Administrative Officer
 - i. Activate ECC
 - ii. Brief CNL Council on situation
 - iii. Contact Town of Manning & Peace River Councils and respective administrations as required
 - iv. Assist DPW with the additional water conservation measures decision process as required
 - v. Provide assistance and/or guidance as requested



5. Water Restrictions

<u>Water Conservation Measures / Restrictions</u>				
Truck Fill	Stage 1	Stage 2	Stage 3	Stage 4
Keg River	Residential Use Only – No Residential Restrictions	Residential Use Only – No Residential Restrictions	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household
Hotchkiss	No restrictions, Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Restricted to 40m3 / Day for Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household
Notikewin	No restrictions, Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Restricted to 40m3 / Day for Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household
East Manning	No restrictions, Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Restricted to 40m3 / Day for Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household
Deadwood	No restrictions, Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Restricted to 40m3 / Day for Industrial / Agricultural users to contact County to schedule large withdrawals (>40m3 / Day)	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household
Dixonville	No Restrictions	Restricted to 100m3 / Day for Industrial / Agricultural users.	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household
Warrensville	No Restrictions	Restricted to 100m3 / Day for Industrial / Agricultural users.	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household
Weberville	No Restrictions	Restricted to 100m3 / Day for Industrial / Agricultural users.	Residential Use Only – 20 m3 / Month / Household	Residential Use Only – 20 m3 / Month / Household



Exemptions

The CAO or their designate may grant temporary exemption, in writing, for existing water uses unless otherwise prohibited under the DMP. Temporary exemptions shall be considered should any conditions exist in which failure to grant such exemption may cause an emergency condition adversely affecting the health, sanitation or fire protection for the public or person requesting such exemptions and if the following conditions occur:

1. Compliance with the DMP cannot be technically accomplished during the duration of the water supply shortage or other condition for which the DMP is in effect
2. Alternative methods cannot be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of the DMP shall file a request for exemption from the provisions of the DMP shall submit a request for exemption within 5 days after the DMP or a particular response stage has been invoked. All requests for exemptions shall be reviewed by the CAO or their designate and shall include the following:

1. Name and address of the petitioner(s)
2. Purpose of water use
3. Specific provision(s) of the DMP from which the petitioner is requesting relief
4. Detailed statement as to how the specific provision of the DMP adversely affects the petitioner or what damage / harm will occur to the petitioner or others if the petitioner complies with the DMP
5. Description of the relief requested
6. Period of time for which the exemption is sought
7. Alternative water conservation measures or other measures the petitioner is taking or proposes to take to meet the intent of the DMP
8. Other pertinent information

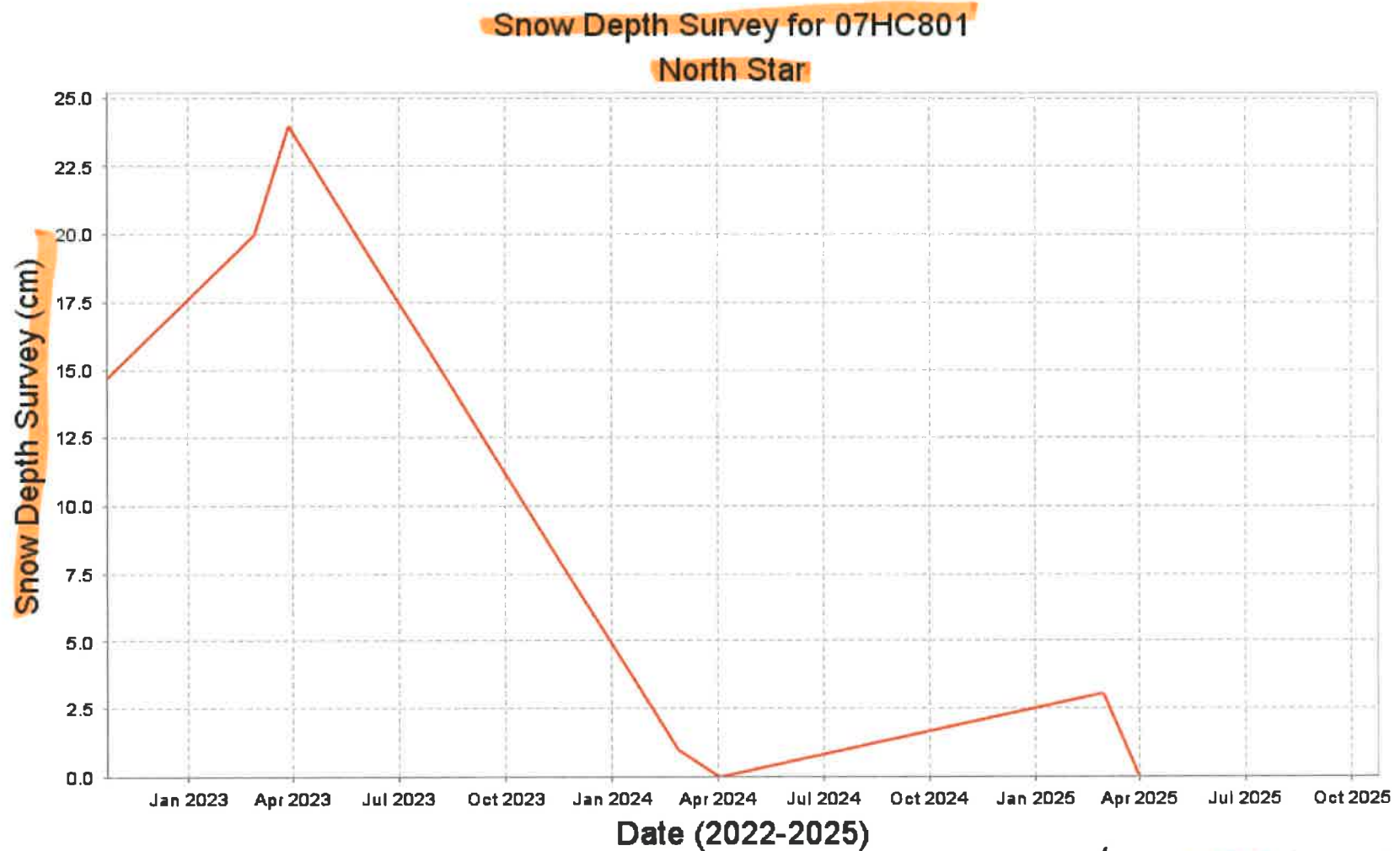
Exemptions granted by CNL shall be subject to the following conditions, unless waived or modified by the CAO:

1. Exemptions granted shall include a timetable for compliance
2. Exemptions granted shall expire when the DMP is no longer in effect
3. The CAO may cancel the exemption if the petitioner has failed to meet specified requirements
4. The CAO may cancel the exemption if water conditions have become more severe than anticipated when the exemption was granted

No exemption shall be retroactive or otherwise justify any violation of the DMP occurring prior to the issuance of the exemption.



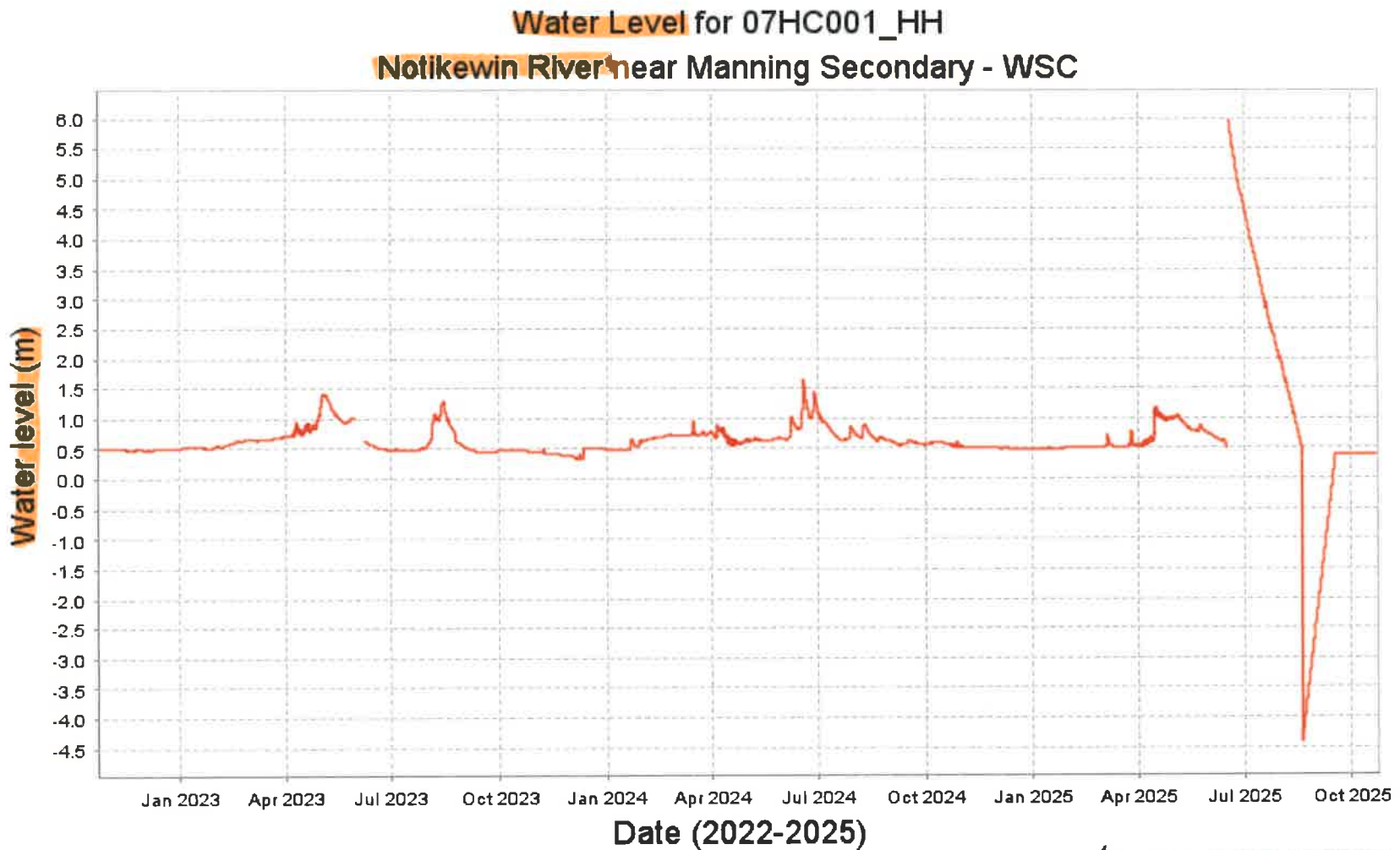
North Star | Three Year Graph



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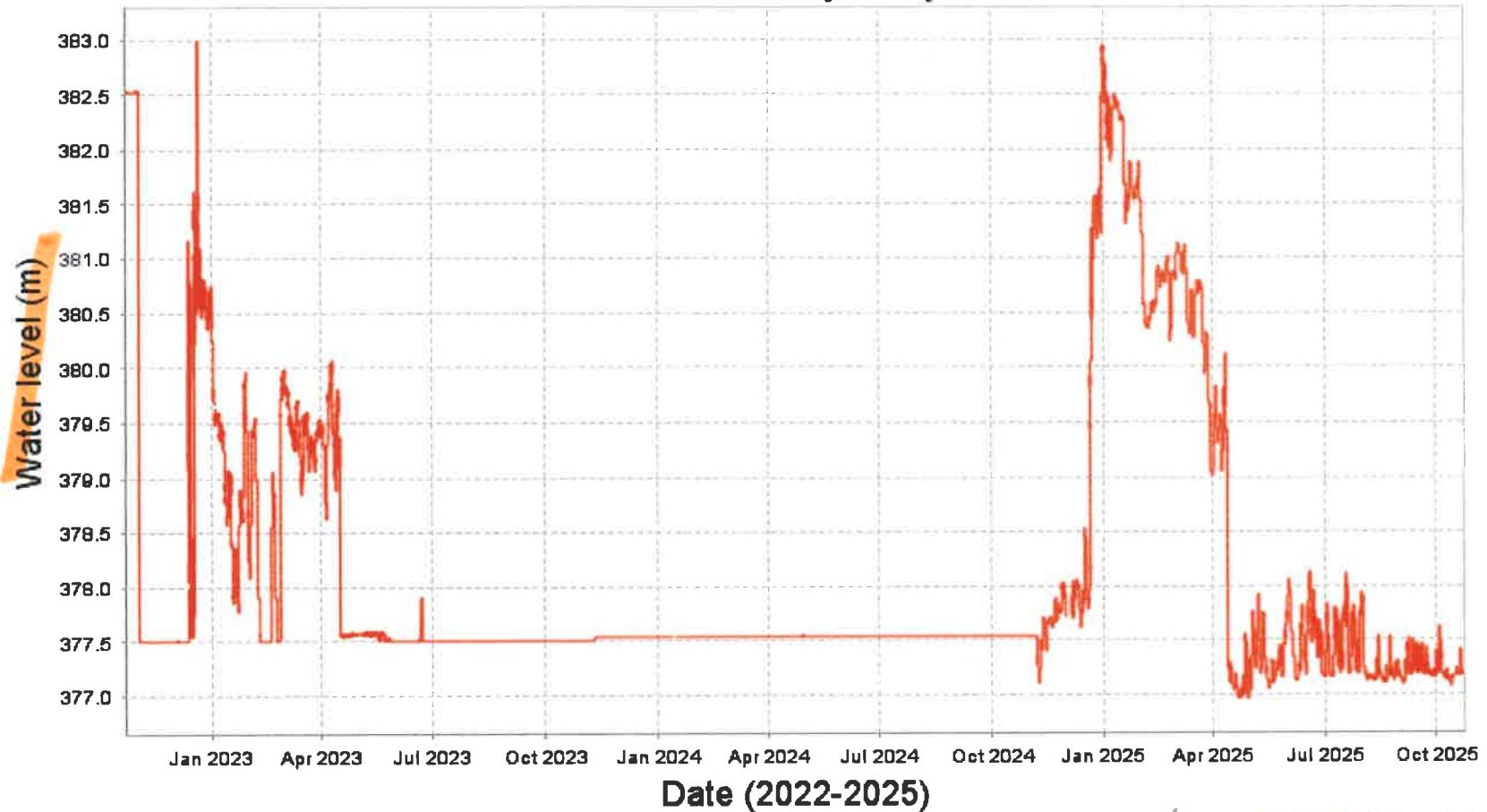
Notikewin River near Manning Secondary - WSC | Three Year Graph



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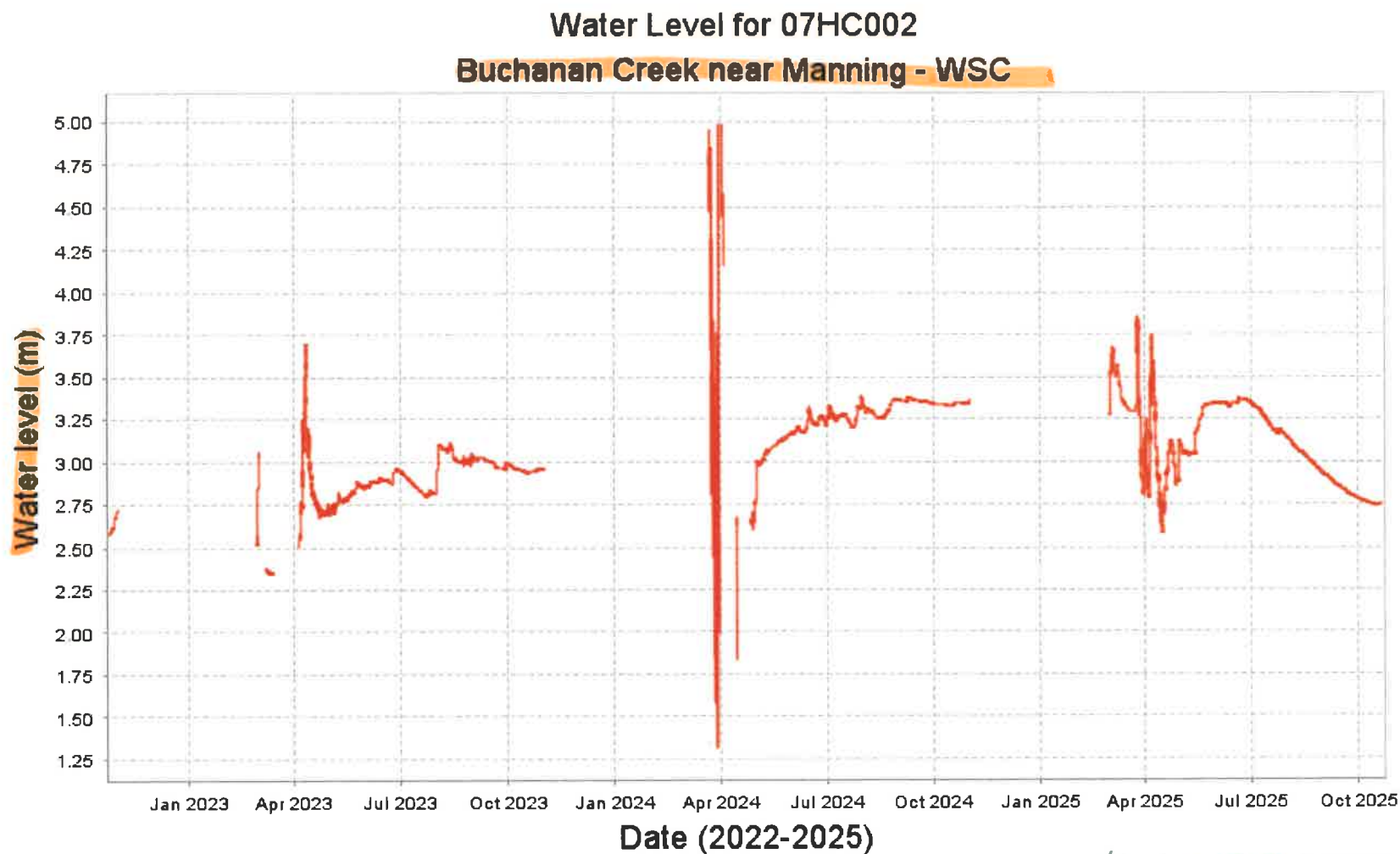
Peace River at Sunny Valley - BCH | Three Year Graph

Water Level for BCHYDRO-005
Peace River at Sunny Valley - BCH



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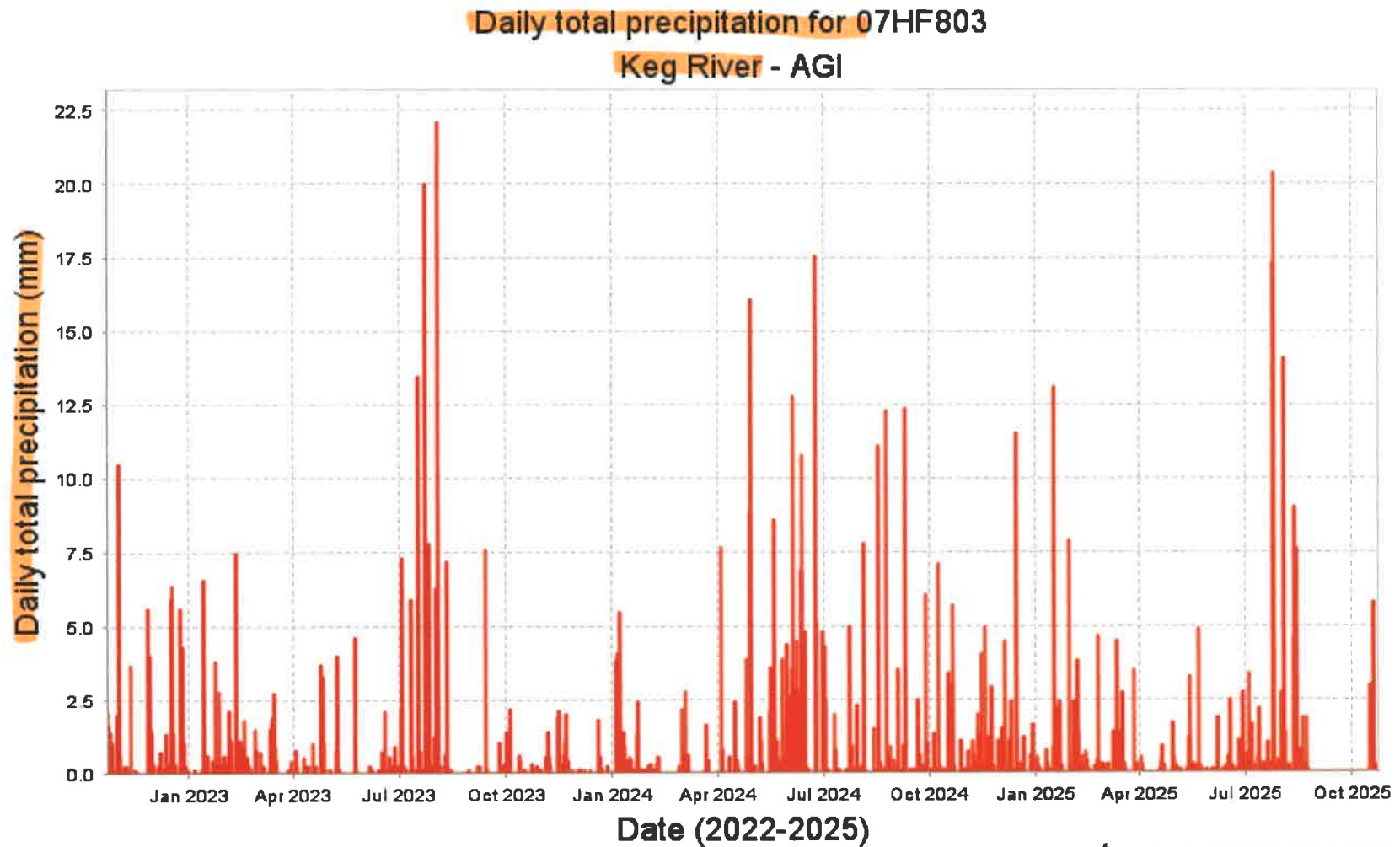
Buchanan Creek near Manning - WSC | Three Year Graph



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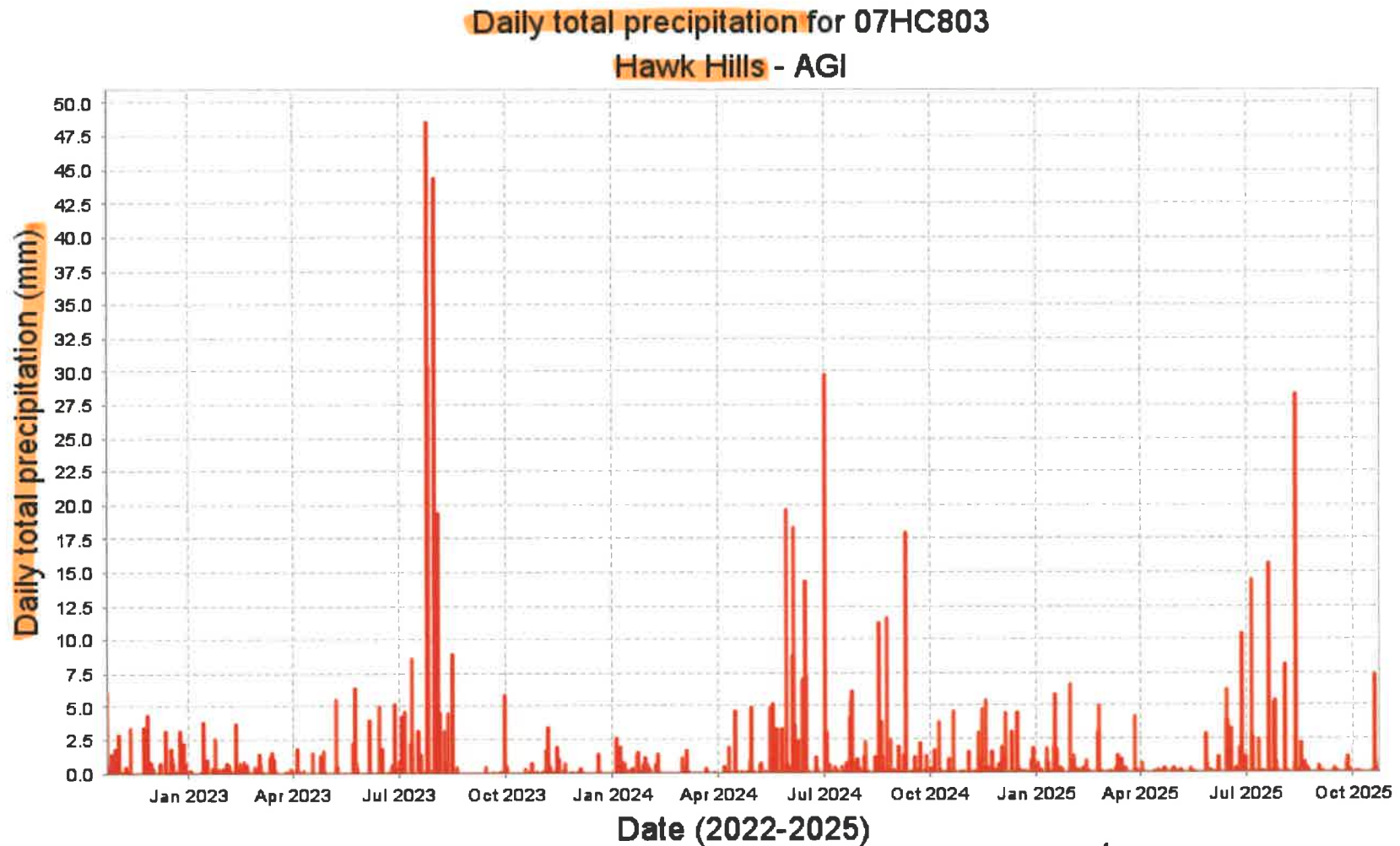


Keg River - AGI | Three Year Graph



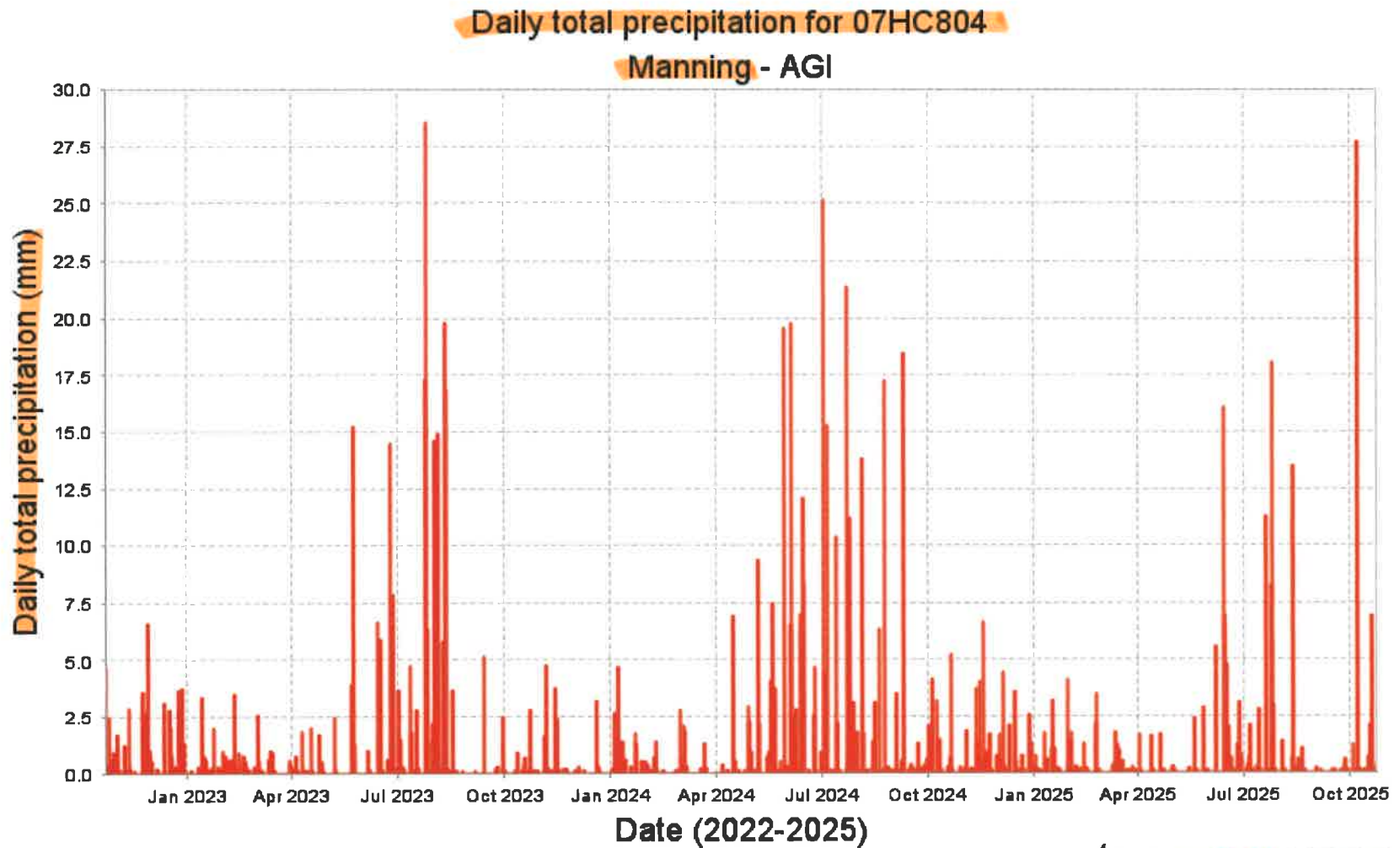
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Hawk Hills - AGI | Three Year Graph



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Manning - AGI | Three Year Graph

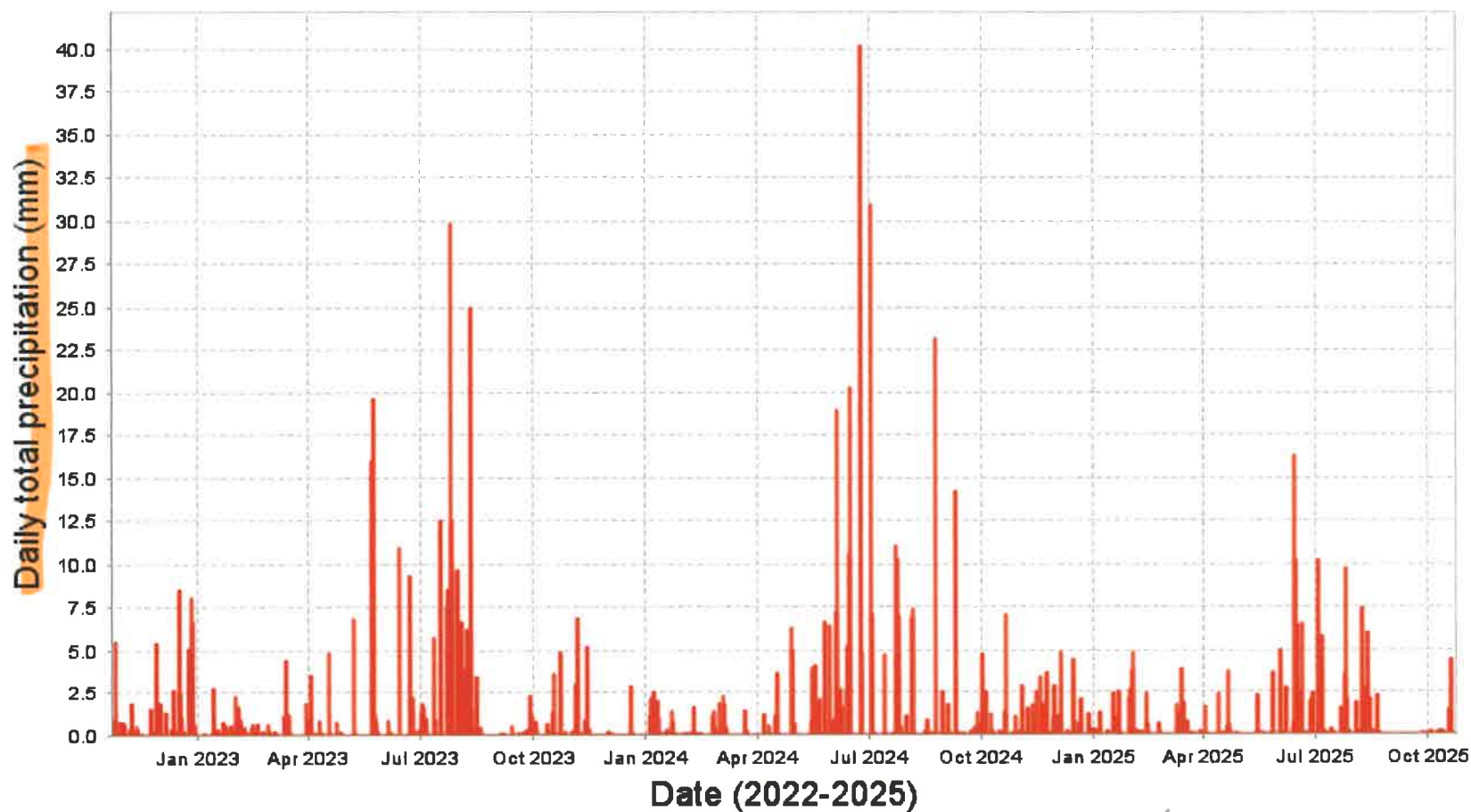


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Hazel - Clear Hills - AGCM | Three Year Graph

Dixonville Area

**Daily total precipitation for 07HA803
Hazel - Clear Hills - AGCM**



Generated at: 2025-10-23 04:35:21

Forecaster Comments



Weather



River



Flood

Issued at: 2025-10-20 12:18 PM

Forecasters Comments will be updated on or before October 24.

General River Conditions: (compared to the normal range of the 25th and 75th percentile)

Hay River Basin: below normal

Peace River Basin: below normal to normal

Athabasca River Basin: below normal to normal

North Saskatchewan River Basin: normal

Battle River Basin: below normal to normal

Red Deer River Basin: below normal to normal

Bow River Basin: normal

Oldman River Basin: below normal to normal

South Saskatchewan River Basin: normal

Milk River Basin: below normal

Real-time precipitation and river data are available at:

<https://rivers.alberta.ca> (../)

All flow data posted on the Alberta Environment and Protected Areas website is provisional and preliminary. Environment and Climate Change Canada's Water Survey of Canada is the official owner of this information and as such it is part of their mandate to validate the flow values and publish the finalized maximum instantaneous peak discharge and daily discharge values for all locations in Canada on their website - <http://www.ec.gc.ca/rhc-wsc/default.asp> (<http://www.ec.gc.ca/rhc-wsc/default.asp>) . The validation of this data does not commence until the end of each calendar year.

Extreme caution should be taken when referring to the data posted to the Alberta Environment and Protected Areas website - there is a disclaimer at the top of each data table outlining the need for caution. This is particularly true for large flow events when the gauge is affected by debris, damage, sediment in the river, re-alignment of the main river channel and over bank flow which cannot be measured.

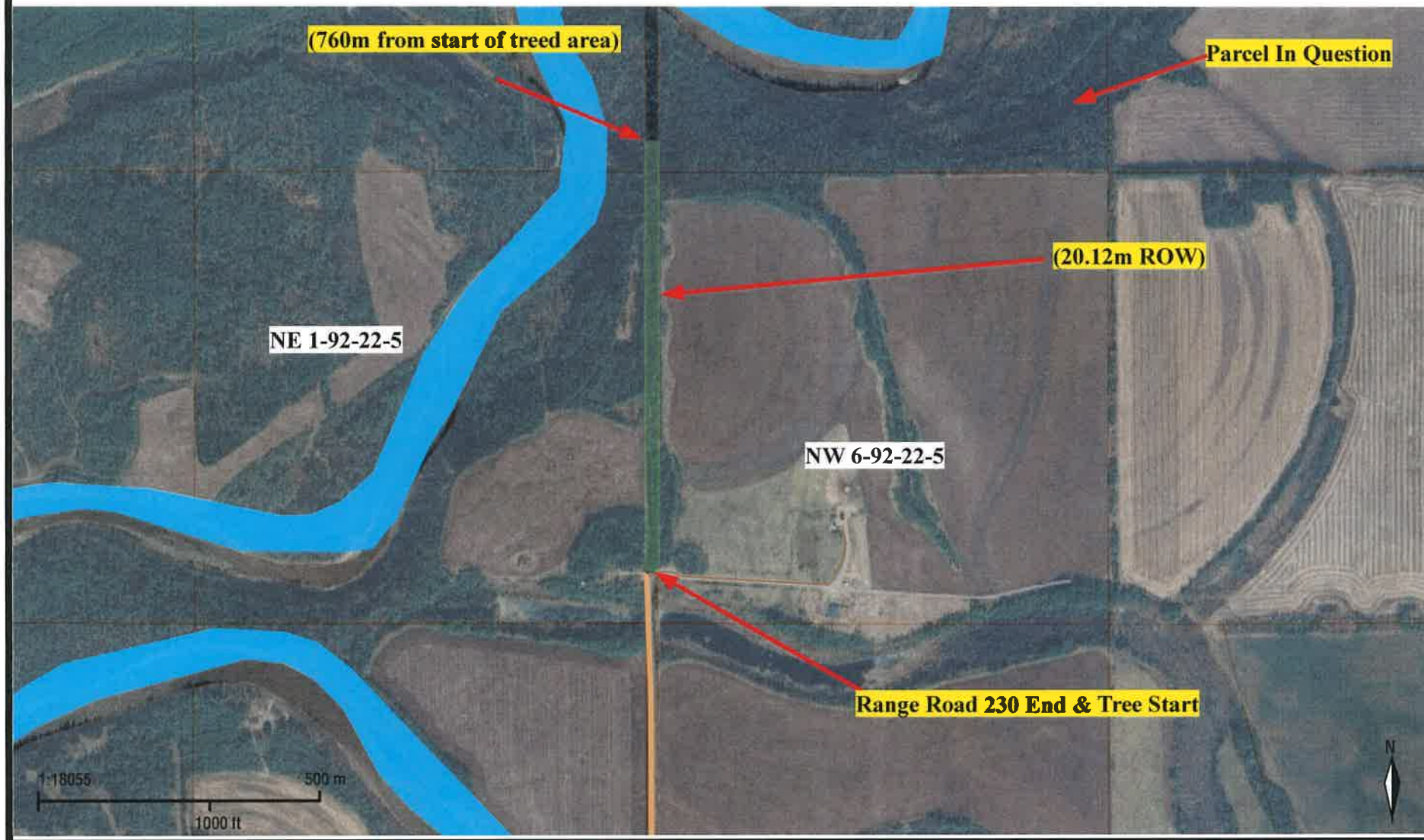
Water Supply Outlooks are published incrementally as new data analyses are available. The most recent Water Supply Outlook is now available at:

<https://rivers.alberta.ca/?load=watersupply> (../?load=watersupply)

Precipitation data and maps for the Water Supply Report are published monthly at:

<https://rivers.alberta.ca> (../) To view Maps and Data Summaries there, select "Maps and Data Summaries" from the menu.

Land Locked Parcel Map



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Doc 3-1-A



Subdivision Report

County of Northern Lights

File No.: 25NL14
Applicant: Landowner
Application Date: August 18, 2025

Legal: NE 15-93-23-W5M
Expiry Date: October 17, 2025

Subdivision Proposal:

Proposed Land Use:	Farmstead Separation
Number of Parcels:	1
Size of Parcel(s):	8.1 ha (20.0 ac)
Land Use Bylaw:	Agriculture General (A) District

Purpose:

The applicant/owner proposes to subdivide an 8.1-hectare (20.0 acre) parcel from NE15-93-23-W5M for a residential farmstead separation. The proposed parcel is more than the 4 ha (10 ac) maximum the County's Land Use Bylaw (LUB) allows for in the Agriculture General (A) District. The additional parcel size is required to accommodate the physical characteristics of the site, such as the existing residence, farm buildings, open discharge system, and a dugout. The Municipal Government Act, the County's Municipal Development Plan and the LUB grants discretion to the Development Authority to approve larger parcel sizes to accommodate related farm buildings and improvements. Based on site characteristics, it is reasonable to consider the applicant's request for an 8.1 ha (20.0 ac) parcel.

Location:

The proposed parcel is located at the southeast corner of the quarter section and adjacent to the Township Road 932A and Range Road 232 intersection. The quarter section is 1.6 km west of Highway 35, 1.6 km northwest of Hotchkiss River, and 14.6 km north of Manning's town limits.

Existing Conditions:

The quarter section and land within the proposed parcel are designated A District.

The proposed parcel contains a dwelling, accessory buildings, open discharge system, and a dugout. The existing dugout is located 36 m (118 ft) from Range Road 232. Section 119 of the County's land use bylaw states that no dugout shall be located within 41 m (131 ft) of the property line of any road other than a lane. A variance will be required to allow the dugout to remain at its current location.

A treed area is located north of the house. There is also a shelterbelt located on the west side of Range Road 232.

Lands on the balance of the quarter section are under agricultural production and contains a dugout, a wetland, and a treed area.

Proximity to Abandoned Wells and Utilities:

There are no well sites, records of spills, or contamination within the quarter section. The nearest Pembina Pipeline is 1.3 km to the northeast.

The quarter section contains low-pressure gas lines owned by North Peace Gas Co-op. There are no high pressure gas lines.

ATCO overhead powerlines are located on the north side of Township Road 932A and on the east side of



Subdivision Report

County of Northern Lights

Range Road 232, providing power to the parcel.

A County water line located on the west side of Range Road 232 provides potable water to the parcel.

Historical Resource Value and Grimshaw Gravels Aquifer:

The quarter section and proposed parcel are not within a historical resource value classified land designation. They are, however, both within the key wildlife biodiversity zone and the environmentally sensitive wildlife area for Grizzly. The parcel is not within the Grimshaw Gravels Aquifer.

Soil Conditions:

Both the quarter section and the proposed parcel are designated 100% Class 2 (moderate limitations).

Surrounding Conditions:

All lands adjacent the subject parcel are zoned A District. The proposed parcel is compatible with existing land uses in the surrounding area and is not considered to have a negative impact on adjacent lands.

Access and Servicing:

The proposed parcel is accessed from the east via Range Road 232, which has a residential road classification. Access to the balance of the lands is located off of Township Road 932A approximately midway through the quarter. An additional access from Township Road 932A is located at the southwest corner of the parcel.

In accordance with Section 662 of the Municipal Government Act and Policy 9.2.4(b) of the MDP, a 5.0 m road right-of-way will be required by caveat along the south boundary of the proposed parcel and the balance of the quarter section adjacent to the road allowance for Township Road 932A, and along the east boundary of the proposed parcel and the balance of the quarter section adjacent to the road allowance for Range Road 232.

A County water line provides potable water to the proposed parcel.

Relevant Legislation:

Intermunicipal Development Plan (IDP)	Not applicable.
Municipal Development Plan (MDP)	No conflict. Policy 4.2.7 allows for the subdivision of land to accommodate a farmstead separation. The proposed subdivision meets the intent of the MDP.
Area Structure Plan (ASP):	Not applicable.
Land Use Bylaw (LUB):	The proposed parcel size exceeds the 4 ha (10 ac) allowed by the A District. However, the proposed 8.1 ha (20.0 ac) parcel may be approved because it is a reasonable size as it is required to accommodate an existing dwelling, farm buildings, a dugout, and services.
Municipal Government Act (MGA):	No conflict.
Subdivision and Development Regulation:	No conflict.
Environmental and Municipal Reserve:	Not applicable.



Subdivision Report

County of Northern Lights

Comments from Referral Agencies:

Alberta Environmental Protection and Enhancement Act (EPEA) Submissions	No comments received.
Alberta Forestry & Parks	No comments received.
Alberta Health Services	No comments received.
Alberta Heritage & Tourism	No comments received.
Alberta Safety Codes Authority	No comments received.
Alberta Transportation and Economic Corridors	Beyond the 1.6 km referral distance for Transportation and therefore does not require comments from Transportation.
Alberta Energy Regulator (AER)	Nothing to Add.
Alberta Energy Regulator Setbacks	No comments received.
Directive 079	No comments received.
Water Act Submissions	No comments received.
Holy Family Catholic Regional Division	No comments received.
Peace River School Division	No comments received.
County of Northern Lights	As there is an existing approach off of Twp Rd 932A, the developer will not have to install an approach to the balance of the quarter.
Municipal District of Peace	No comments received.
Town of Manning	No comments received.
Town of Peace River	No comments received.
Grimshaw Gravels Aquifer Management Advisory Association	No comments received.
Mighty Peace Watershed Alliance	No comments received.
Canadian National Railway	No comments received.
Manning Municipal Airport	No comments received.
North Peace Regional Airport	No comments received.
ATCO Electric Ltd.	Will be approaching the landowner for the purpose of acquiring a Power Line Right of Way on all facilities directly affected by this subdivision. ATCO Electric Ltd. Will register the Power Line Right of Way on title, in the form of a caveat. Reparation, acquisition and registration of the caveat will be the sole responsibility of ATCO Electric Ltd. The landowner shall not be responsible for any costs related to the aforementioned process.
North Peace Gas Co-op	No comments received.



Subdivision Report

County of Northern Lights

Pembina Pipelines	No concerns.
Telus	No concerns.
Adjacent Landowners	No comments received.

Recommendation

- 1) That a variance be granted to allow the existing dugout to remain at its current location, being 36 m west from Range Road 232 Right of Way.
- 2) That the subdivision application to create an 8.1 hectare (20 acre) parcel from NE15-93-23-W5M be **APPROVED** with a variance to allow the existing dugout to subject to the following conditions:
 1. That the applicant/owner enter into a development agreement with the County to include, but not limited to, the removal of an approach, construction of a new approach, or the upgrading of an approach. When installing approaches or culverts the applicant/owner shall contact the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards. Any costs incurred will be the responsibility of the applicant/owner.
 2. That the applicant/owner dedicate a 5.0 m road right-of-way by caveat along the south boundary of the proposed parcel and the balance of the quarter section adjacent to the road allowance for Township Road 932A, and along the east boundary of the proposed parcel and the balance of the quarter section adjacent to the road allowance for Range Road 232, for future road widening pursuant to Section 662 of the Municipal Government Act.
 3. That the applicant/owner provide a private sewage system and water services in accordance with the required acts, regulations, and standards.
 4. That the applicant/owner obtain all necessary environmental approvals required for development. Alterations to or obstruction of existing drainage courses, wetlands, or other bodies of water will not be permitted without prior approval from Alberta Environment and Protected Areas.
 5. That the applicant/owner carry forward and/or provide new agreements, caveats, easements and/or rights-of-way in accordance with municipal requirements, and agency and/or utility company requirements.
 6. That the applicant/owner pay all outstanding property taxes on the land proposed to be subdivided or have arrangements made which are satisfactory to the County of Northern Lights; and
 7. That the applicant/owner contact an Alberta Land Surveyor for the preparation of a Plan of Subdivision suitable for registration at the Alberta Land Titles Office to obtain title(s) under this decision.

Advisement

1. Any proposed new development on the subject property is affected by applicable regulations of the Land Use Bylaw in effect at the time of application.



Subdivision Report

County of Northern Lights

Reasons for Decision

1. The proposed subdivision and conditions of approval do not conflict with Provincial regulations, meets statutory requirements of the Municipal Development Plan, and complies with the Agriculture General (A) District of the Land Use Bylaw;
2. The subdivision is deemed compatible with existing and future land uses in the surrounding area and is not deemed to have a negative impact on adjacent lands; and
3. No concerns respecting the proposed subdivision were received from the referral agencies nor adjacent landowners.



SUBDIVISION APPLICATION FORM

"An Agriculture Based Community"

FOR ADMINISTRATIVE USE	
APPLICATION NO.	
DATE RECEIVED	14 Aug 25
ROLL NO.	73085

County of Northern Lights, # 600, 7th Ave. NW Box 10, Manning, AB, T0H 2M0
W: www.countyofnorthernlights.com | E: info@countyofnorthernlights.com | T: (780) 836-3348 | F: (780) 836-3663

This form is to be completed in full wherever applicable by the registered land owner that is the subject of the application or by a person authorized to act on the registered owner's behalf.

APPLICANT INFORMATION			COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF APPLICANT			NAME OF REGISTERED OWNER		
ADDRESS			ADDRESS		
POSTAL CODE			POSTAL CODE		
EMAIL ADDRESS*			EMAIL ADDRESS*		
*By supplying the County with an email address, you agree to receive correspondence by email.					
PHONE (CELL)	PHONE (RES)	PHONE (BUS)	PHONE (CELL)	PHONE (RES)	PHONE (BUS)

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

Legal description of parcel to be subdivided: Registered Plan: _____ Block: _____ Lot (parcel): _____

QTR/LS: NE Section: 15 Township: 93 Range: 23 Meridian: 5 ± 932052
Twp 932A R232

Area of the Parcel to be subdivided: _____ Hectares: _____ or Acres: 20

LOCATION OF LAND TO BE SUBDIVIDED

- (a) Is the land situated immediately adjacent to a municipal border? ☐ Yes ☒ No
If "Yes", the adjoining municipality is: **SELECT ONE**
- (b) Is the land situated within 1.6 kilometres of a right-of-way of a highway? ☐ Yes ☒ No
If "Yes", which highway: _____
- (c) Is the land situated in the Grimshaw Gravels Aquifer? ☐ Yes ☒ No
- (d) Does the proposed parcel contain or is it adjacent to a body of water, lake, river, creek, wetland, or by a drainage ditch or canal?
☐ Yes ☒ No If "Yes", state the name or describe it: _____
- (e) Is the land situated within a hamlet? ☐ Yes ☒ No
If "Yes", which hamlet: **Deadwood**
- (f) Is the parcel within 1.5 kilometres of a sour gas facility? ☐ Yes, Distance: _____ ☒ No
- (g) Is the parcel within 800 metres (0.5 miles) of a Confined Feeding Operation? ☐ Yes, Distance: _____ ☒ No
- (h) Is the parcel within 450 metres of a sewage treatment plant/lagoon? ☐ Yes, Distance: _____ ☒ No

2

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

- (a) Existing use of the land: Acresage - House and Home Farm
- (b) Proposed use of the land: same
- (c) The land use district ("zoning") classified under the Land Use Bylaw: Acresage
- (d) Is a redistricting ("rezoning") required? ☒ Yes ☐ No Farm to Acresage
- (e) How many lots within the parcel will result after the subdivision (including existing lots): 1
- (f) Access to the subdivided lots will be from: secondary range road 232
- (g) How many existing dwelling units are there: 1

PHYSICAL CHARACTERISTICS OF THE LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

- (a) Describe the nature of the topography of the land (flat, rolling, steep, mixed): flat
- (b) Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc., - sloughs, creeks, etc.): shrubs, trees, dugout
- (c) Describe the kind of soil on the land (sandy, loam, clay etc.): clay

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any buildings and any structures on the land and whether they are to be demolished or moved:

1 house 3 cold storage 1 garden shed None to be moved or demolished

REQUIRED INFORMATION

- ☐ SITE PLAN / ☐ REAL PROPERTY REPORT ☐ FEES ☒ LAND TITLE ☒ ABANDONED OIL WELL DECLARATION
- ☐ BYLAW AMENDMENT FORM ☒ AERIAL IMAGES ☒ RIGHT OF ENTRY FORM ☒ SKETCH DISCLAIMER FORM
- ☒ WATER SUPPLY/SEWAGE DISPOSAL DESCRIPTION FORM

REGISTERED LANDOWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I/We, _____, hereby certify that:

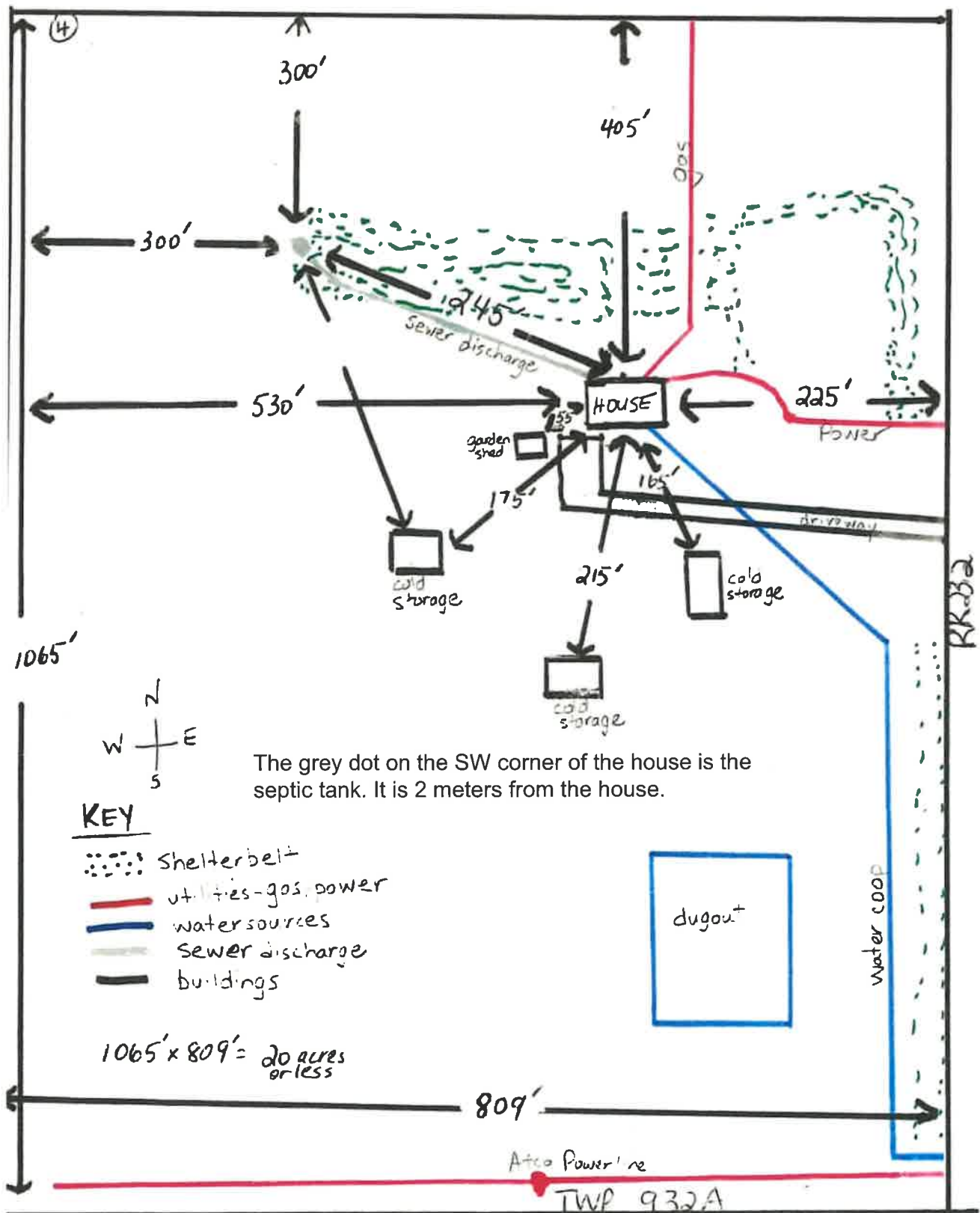
☒ I/We am the registered landowner or;☐ I/We am the agent authorized to act on behalf of the registered landowner;

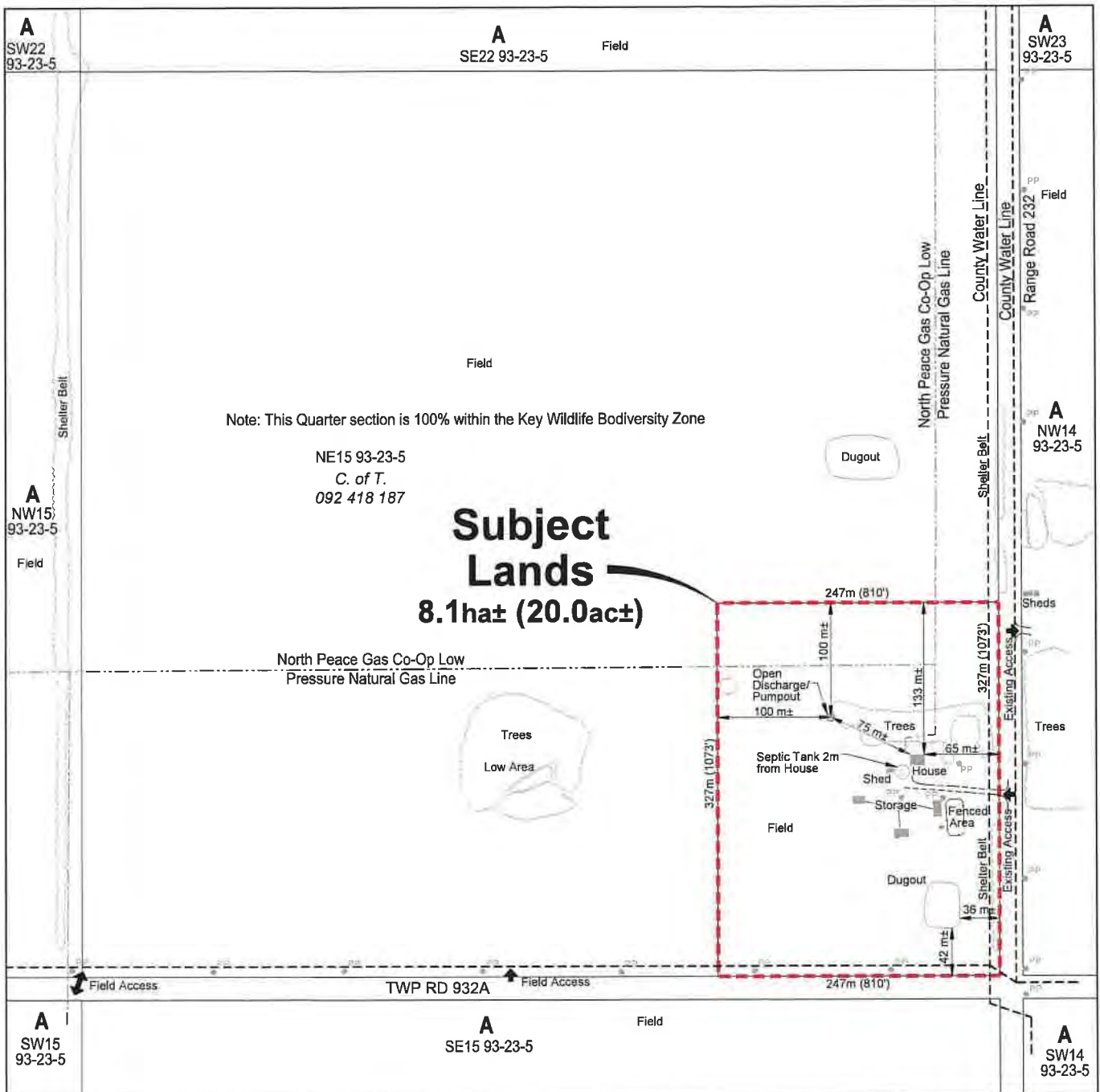
and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application;

☐ I/We acknowledge that as a condition of subdivision, the County may require that ten percent (10%) of the developable lands be dedicated as **municipal reserve** as provided for under the Act;☐ I/We acknowledge that as a condition of subdivision, the County shall require the protection and conservation of hazard lands, crown owned resources, and environmentally sensitive areas by dedication of **environmental reserve** and **municipal reserve**, the provision of environmental reserve easements and conservation easements, or by other statutory means as defined by the Municipal Government Act, or the Alberta Land Stewardship Act.DATE Aug 13 / 2025 SIGNATURE _____

SIGNED COPY OF AGENT AUTHORIZATION MUST BE ATTACHED TO THIS FORM, IF APPLICABLE.

LAND USE DISTRICT: Agriculture general FOR ADMINISTRATIVE USENUMBER OF LOTS PROPOSED INCLUDING THE BALANCE: 2FEE ENCLOSED: YES ☐ NO ☐ AMOUNT: \$ _____ RECEIPT NO.: _____





PROPOSED PLAN OF SUBDIVISION

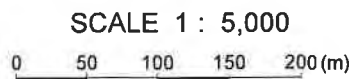
COUNTY OF NORTHERN LIGHTS

LEGAL: NE15, Twp 93, Rge 23, W5M

FILE No. 25NL14

LEGEND

- Subject Lands
- Buildings/Structures
- Existing Access
- Low Pressure Natural Gas Servicing
- Open Discharge
- Septic Tank
- ATCO Powerlines
- Edge of Treeline
- County Water Line



NOTE: Improvements located as per data supplied by owner and Abadata measurements.



September 18, 2025

06.6.1-A

7

RURAL SUBDIVISIONS

ADDITIONAL INFORMATION REQUIRED

PLEASE NOTE BELOW THE TYPE OF WATER SUPPLY AND SEWAGE DISPOSAL THAT IS EITHER EXISTING OR PROPOSED FOR THE LOTS INDICATED ON THE SKETCH ACCOMPANYING YOUR APPLICATION. (THE LOCATION OF THESE FACILITIES MUST BE ACCURATELY INDICATED ON THE SKETCH.)

TYPE OF WATER SUPPLY	1 ST Parcel	2 nd Parcel	Balance of the ¼
DUGOUT yard & garden	E		
WELL			
CISTERN & HAULING			
COUNTY SERVICE Water Coop	E		
OTHER (Please specify)			

TYPE OF SEWAGE DISPOSAL	1 st Parcel	2 nd Parcel	Balance of the ¼
OPEN DISCHARGE/PUMPOUT (#257)	E		
SEPTIC TANK/HOLDING TANK (#254)			
TILEFIELD/EVAPORATION MOUND (#256)			
SEWAGE LAGOON (#258)			
COUNTY SERVICE			
OTHER (Please specify [i.e. cesspools] (#255))			

PLEASE INDICATE IF THE ABOVE EXISTS OR PROPOSED BY ENTERING AN E OR P IN THE APPROPRIATE COLUMN. (If unsure, please check with the local Health Unit or the Plumbing Inspection Branch).



APPLICANT STATEMENT REGARDING ABANDONED WELLS

In accordance with the Municipal Government Act Subdivision and Development Regulation

_____, registered owner (or
(Please Print)

their agent) of NE 15-93-23-W5 have consulted the Energy
(Legal Land Description)

Resources Conservation Board (ERCB) Abandoned Well Map Viewer, and verified that **there are no abandoned wells** located the property subject to this application. A copy of the ERCB map showing the subject property is attached.

Signature of registered owner (or agent)

Aug 13/2025
Date



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

Report No.
AF - 2025- 0164

Agenda Item No.
06.6.3-A

Subject:	Heartland Training and Support
Agenda Date:	October 28 th , 2025
Attachments:	2

Recommendation: Financial request for \$117.00 at your discretion.

Background:

Heartland Training and Support administers safety smart presentations targeted to schools, in 2024-2025 they visited Dixonville School to deliver 2 presentations to 26 kids.

They are requesting \$4.50 per kid for a total of \$117.00, previous donations were made in 2023 for \$1,011.50. Donations can be made via e-transfer or cheque.

Communication: Inform the ASB via the Agricultural Fieldman.
Report Writer: Blake Gaugler



Blake Gaugler
Agricultural Fieldman



CAO accepted for
agenda



265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | www.heartlandsupport.ca

September 9, 2025

Blake Gaugler

County of Northern Lights

Email: gauglerb@countyofnorthernlights.com

Dear Blake,

On behalf of Heartland Training & Support Hub (*formerly Farm Safety Centre*), I am pleased to provide your County/MD with this annual update on the Safety Smarts program, along with our donation request for 2025.

Thanks to the generosity of many Counties, MDs, Agricultural Societies, Hutterite colonies, rural communities, and private donors, we successfully raised the matching funds required to qualify for the Sustainable Canadian Agricultural Partnership (SCAP) grant. This allowed us to resume Safety Smarts delivery in October 2024 after a temporary pause.

From October 2024 through June 2025, our team hired and trained new instructors, updated our curriculum, purchased new teaching aids and models, and most importantly, delivered 1,754 farm safety presentations to 37,118 rural elementary students at 405 schools across Alberta.

Every one of our instructors comes from a farm background and understands both the challenges and blessings of farm life. School teachers consistently tell us the program is valuable: 98% reported the presentations engaged their students, 99% said the content was relevant and informative, and 98% want the program again next year.

Safety Smarts delivery during the 2024–2025 school year within County of Northern Lights included:

- 2 Safety Smarts presentations
- 26 students reached
- 1 schools visited

For a more detailed list of each school visit, please see the attached 2024 – 2025 School Visits Report.

Historical delivery & donation history for County of Northern Lights:

- Our records indicate that your most recent donation was \$1,011.50 which we received on February 23, 2023.
- Since 2016, we have delivered 61 Safety Smarts to 1076 rural elementary students at schools within County of Northern Lights.

This year, we are inviting each County/MD to contribute \$4.50 per student reached within their boundaries in the past school year. For County of Northern Lights, this amounts to **\$ 117.00**

As a registered charity, all donations are eligible for a charitable tax receipt. We will also recognize your support on our website and social media so communities across Alberta can see which counties are sustaining this life-saving program.

How to Donate:

- E-Transfer to donations@heartlandsupport.ca
- Cheque payable to Heartland Training & Support Hub.

Mailing address: PO Box 291, Raymond, Alberta T0K 2S0.

Frequently Asked Questions:

1. Why only rural schools? – We focus on small rural schools outside larger cities, where children are more likely to live or spend time on farms, ride ATVs or horses, or swim in natural bodies of water. With limited funds, we must prioritize the highest-risk communities.

2. Are you government funded? – We are a non-profit and registered charity founded in 1991 by a group of farmers in Southern Alberta. While we occasionally receive government grants, we are not affiliated with government or regulatory bodies.

3. How are presentations scheduled? – We currently have 7 Safety Smarts instructors across the province, each responsible for their own region. They contact schools directly and book classroom presentations.

4. Do students get repeat content? – No. There are 7 unique presentations, one for each grade K–6. Children receive new, age-appropriate content each year. Presentations are delivered in small classroom settings, not in large gymnasiums.

5. How do donations affect delivery? – Limited funds require us to prioritize counties and MDs that support the program annually. Schools in supportive regions are booked first.

Thank you for presenting this request to your Agricultural Service Board. Please reach out directly if you have any questions about the program or the data in this letter. I am also happy to attend ASB meetings, in person or virtually, if invited.

With sincere appreciation,



Jordan Jensen | Executive Director
Heartland Training & Support Hub
Office: 403-752-4585
j.jensen@heartlandsupport.ca
www.heartlandsupport.ca

School Visits by County: September 2024 - June 2025

School: County ↑	School: Account Name	Total # Pres	Total # Students	Date
Athabasca County	Grassland Community School	4	56	2025-01-27
	New Pine Colony School	1	22	2025-02-12
	Rochester School	2	20	2025-03-06
Subtotal	Sum	7	98	
Beaver County	Tofield School	6	110	2024-11-06
	Iron Creek Colony School	1	14	2024-11-27
	Holden Colony School	1	12	2024-11-27
	Viking School	6	125	2024-12-05
	Tofield Colony School	1	14	2024-12-16
	C.W. Sears Elementary School	7	239	2025-01-13
	Viking Colony School	1	21	2025-05-05
Subtotal	Sum	23	535	
Camrose County	Bawlf School	6	138	2024-10-18
	Hay Lakes School	6	93	2024-10-28
	Rosalind Colony School	1	22	2024-12-11
	Camrose Colony School	1	5	2024-12-16
	Bashaw School & ECS	6	118	2025-01-15
	Sifton School	7	291	2025-04-07
	New Norway School	6	90	2025-04-15
	Cornerstone Christian Academy	3	52	2025-04-17
	Round Hill School	3	75	2025-05-23
	Hartland Colony School	1	26	2025-06-24
Subtotal	Sum	40	910	
Cardston County	Big Bend Colony School	1	25	2024-12-16
	Blue Ridge Colony School	1	15	2024-12-17
	Crystal Spring Colony School	1	21	2025-01-14
	Huttenville Colony School	2	15	2025-01-21
	Old Elm Spring Colony School	2	19	2025-03-31
	Magrath Elementary School	8	182	2025-05-05
	Magrath Elementary School	9	207	2025-05-06
Subtotal	Sum	24	484	
Clear Hills County	Hines Creek Composite School	5	54	2025-05-06
Subtotal	Sum	5	54	
Clearwater County	Ecole Rocky Elementary School	11	206	2024-11-25
	Caroline School	7	171	2024-11-27
	Charlotte Small Elementary School	9	198	2024-12-02
	Rocky Christian School	4	111	2025-05-14
Subtotal	Sum	31	686	
County of Barrhead	Neerlandia Public Christian School	9	177	2025-04-01
	Dunstable School	4	51	2025-05-27
Subtotal	Sum	13	228	
County of Forty Mile	Plainview Colony School	1	15	2025-01-27
	Cherry Coulee Christian Academy	3	53	2025-03-03
	Foremost School	4	86	2025-05-20
Subtotal	Sum	8	154	
County of Grande Prairie	Grandview Colony School	1	12	2024-11-25
	Elmworth School	0	0	2025-01-20
	Valhalla Community School	4	37	2025-04-07

		Robert W. Zahara	9	170	2025-04-28
		Robert W. Zahara	9	180	2025-04-29
		Elmworth School	4	45	2025-05-20
		Hythe Elementary School	8	123	2025-05-27
		Wembley Elementary School	7	106	2025-06-16
Subtotal	Sum		42	673	
County of Lethbridge		Gold Ridge Colony School (Turin Colony)	2	30	2025-01-28
		Coalhurst Elementary School	8	171	2025-01-29
		Rock Lake Colony School	2	7	2025-01-30
		Shadow Ranch Colony School	1	22	2025-02-03
		St. Joseph's School	7	150	2025-02-25
		St. Joseph's School	5	106	2025-02-26
		Noble Central School	7	160	2025-03-18
		Coalhurst Elementary School	4	90	2025-03-24
		Gold Ridge Colony School (Turin Colony)	1	18	2025-03-27
		Sunnyside School	6	132	2025-04-10
		Coaldale Christian School	7	111	2025-05-02
		St. Catherine School	8	147	2025-05-15
		Chin Lakes Colony School	1	13	2025-06-16
		Chin Lakes Colony School	1	9	2025-06-19
Subtotal	Sum		60	1166	
County of Minburn		Mannville School	6	90	2024-10-30
		Delnorte School	2	31	2025-01-08
		A.L. Horton Elementary School	6	290	2025-01-20
		St. Martin's Catholic School	8	222	2025-04-04
		Pleasant Ridge Colony School	1	22	2025-06-13
		Creighton Colony School	1	19	2025-06-13
Subtotal	Sum		24	674	
County of Newell		Spring View Colony School	1	26	2025-05-08
		Springside Colony School	1	12	2025-05-08
		Christ The King Academy	5	121	2025-05-12
		Christ The King Academy	4	122	2025-05-13
		Bassano School	6	126	2025-05-26
		Newell Christian School	4	62	2025-05-27
		Newell Colony School	1	18	2025-06-05
		Lathom Colony School	1	16	2025-06-05
		Griffin Park School	8	133	2025-06-10
Subtotal	Sum		31	636	
County of Northern Lights		Dixonville School	2	26	2025-04-08
Subtotal	Sum		2	26	
County of Paintearth		Coronation School	6	88	2025-02-24
		Theresetta Catholic School	4	43	2025-02-27
		Lanes Lake Colony School	1	12	2025-06-20
Subtotal	Sum		11	143	
County of St. Paul		Glen Avon School	4	61	2025-03-11
		Glen Avon School	5	96	2025-03-12
		Glen Avon School	4	63	2025-03-13
		Ecole du Sommet School	0	0	2025-04-01
		Ecole du Sommet School	7	111	2025-04-01
		Elk Point Elementary School	9	180	2025-04-03
		Ashmont Elementary School	8	161	2025-04-30
Subtotal	Sum		37	672	
County of Stettler		Donalda School	4	41	2024-12-12
		Big Valley School	4	63	2025-01-22
		Erskine School	6	97	2025-04-28
		Stettler Elementary School	7	262	2025-04-30
		Stettler Elementary School	8	298	2025-05-02
		Erskine Colony School	1	26	2025-05-12
		Botha School	3	42	2025-05-26
		Gadsby Colony School	1	14	2025-06-04
		Byemoor Colony School	2	30	2025-06-05

		Whitesand Colony School	1	4	2025-06-11
		Lone Pine Colony School	1	25	2025-06-11
		Donalda Colony School	1	12	2025-06-16
		Star Ridge Colony School	1	18	2025-06-24
Subtotal	Sum		40	932	
County of Thorhild		Thorhild Central School	3	92	2025-02-25
		Thorhild Central School	4	87	2025-05-12
Subtotal	Sum		7	179	
County of Two Hills		Hairy Hill Colony School	1	15	2025-01-28
		Plain Lake Colony School	1	31	2025-02-10
		Two Hills School	6	83	2025-02-11
		New Myrnam School	3	44	2025-03-04
		Two Hills Mennonite School	8	179	2025-03-18
		Two Hills Mennonite School	8	172	2025-03-19
Subtotal	Sum		27	524	
County of Vermilion River		Hillmond Central School	5	102	2025-02-05
		Vermilion Elementary School	10	241	2025-02-20
		St. Jerome's School	0	0	2025-02-27
		Queen Elizabeth Elementary School	8	182	2025-03-10
		Marwayne Jubilee School	5	101	2025-03-27
		Dewberry School	3	45	2025-05-20
		Kitscoty Elementary School	11	241	2025-05-26
		Marwayne Jubilee School	5	101	2025-05-29
		South Ferriby Colony School	1	27	2025-06-23
Subtotal	Sum		48	1040	
County of Warner		Delco Colony School	2	30	2024-12-03
		Gold Spring Colony School	1	13	2024-12-05
		Bluegrass Colony School	1	15	2024-12-17
		Fairlane Colony School	2	20	2025-01-15
		Miami Colony School	1	10	2025-01-16
		Prairie Home Colony School	1	25	2025-01-23
		Evergreen Colony School	1	23	2025-02-04
		Hofmann Colony School	2	26	2025-02-05
		Milk River Elementary School	6	98	2025-02-11
		O.K. Colony School	1	12	2025-03-19
		Milford Colony School	1	12	2025-03-19
		Raymond Elementary School	8	171	2025-04-07
		Raymond Elementary School	8	209	2025-04-08
		Raymond Elementary School	8	192	2025-04-09
		Elm Spring Colony School	1	20	2025-06-02
		Raymond Elementary School	0	0	2025-08-25
Subtotal	Sum		44	876	
County of Wetaskiwin		Silver Creek Colony School	1	17	2024-11-04
		Pine Haven Colony School	1	17	2024-11-04
		Alder Flats Elementary School	4	62	2024-12-02
		Clear Vista School	8	156	2025-01-27
		Clear Vista School	8	165	2025-01-30
		Griffiths-Scott Middle School	8	198	2025-02-05
		Gwynne School	4	75	2025-03-10
		Pipestone School	4	69	2025-03-13
		Winfield School	4	72	2025-04-22
Subtotal	Sum		42	831	
Cypress County		Seven Persons School	8	150	2025-03-14
		Murray Lake Colony School	1	16	2025-06-11
		Elkwater Colony School	2	22	2025-06-11
Subtotal	Sum		11	188	
Flagstaff County		Daysland School	7	137	2024-11-29
		Wavy Lake Colony School	1	8	2024-12-11
		Forestburg School	5	87	2025-01-29
		Killam Public	7	94	2025-05-08
		Central High Sedgewick Public School	7	144	2025-05-20

		Lougheed Colony School	1	25	2025-06-16
		South Bend Colony School	1	10	2025-06-20
Subtotal	Sum		29	505	
Foothills County		Cayley School	4	82	2025-03-18
		Cayley Colony School	1	24	2025-04-16
		MacMillan Colony School	1	17	2025-04-16
		High River Colony School	1	9	2025-04-17
		Blackie School	6	107	2025-04-28
		Turner Valley Elementary School	8	164	2025-05-01
		Longview School	3	53	2025-06-10
Subtotal	Sum		24	456	
Kneehill County		Trochu Valley School	7	157	2024-11-26
		Three Hills School	8	165	2025-01-13
		Three Hills Colony School	2	31	2025-01-17
		May City Colony School	1	13	2025-01-29
		Dr. Elliott Community School	4	87	2025-01-30
		Carbon School	2	28	2025-02-05
		Valleyview Torrington Colony School	1	14	2025-02-05
		Prairie Christian Academy Elementary School	7	146	2025-03-13
		Huxley Colony School	1	17	2025-05-15
		Britestone Colony School	1	15	2025-06-11
Subtotal	Sum		34	673	
Lac La Biche County		Ecole Plamondon School	6	134	2025-05-14
		Ecole Plamondon School	2	123	2025-05-27
Subtotal	Sum		8	257	
Lacombe County		Alix MAC School	4	94	2024-11-18
		Bentley School	1	24	2025-01-09
		Bentley School	8	199	2025-01-10
		Bentley School	0	0	2025-01-13
		Clive School	6	128	2025-02-03
		Ecole Lacombe Upper Elementary School	8	302	2025-04-24
		Alix Colony School	1	19	2025-05-12
		Pleasant Valley Colony School	1	33	2025-06-18
		Bentley Colony School	1	6	2025-06-18
Subtotal	Sum		30	805	
Lac Ste. Anne County		Rochfort Bridge Colony School	1	22	2024-11-12
		Grasmere School	6	106	2025-02-25
		Onoway Elementary School	8	200	2025-03-06
		Onoway Elementary School	9	198	2025-03-07
		Darwell School	7	122	2025-03-12
		Sangudo Community School	6	100	2025-04-03
		Elmer Elson Elementary School	8	177	2025-04-08
		Elmer Elson Elementary School	6	148	2025-04-09
Subtotal	Sum		51	1073	
Lamont County		Bruderheim Community School	6	112	2025-03-17
		Lamont Elementary School	14	333	2025-05-15
Subtotal	Sum		20	445	
Leduc County		Calmar Elementary School	7	206	2024-12-09
		New Sarepta Elementary School	7	213	2025-02-10
		Thorsby Elementary School	7	204	2025-02-12
		Ecole Champs Vallee School	6	247	2025-03-03
		Ecole Champs Vallee School	7	229	2025-03-06
		Warburg School	6	127	2025-04-10
		Saint-Andre Academy	7	259	2025-05-14
		Saint-Andre Academy	0	0	2025-05-16
		Warburg Colony School	1	17	2025-06-17
Subtotal	Sum		48	1502	
M.D. of Acadia		Meridian Colony School	1	4	2025-06-05
		Acadia Colony School	1	12	2025-06-05
Subtotal	Sum		2	16	
M.D. of Big Lakes		Bishop Routhier School	4	30	2024-11-06

		St. Andrew's School	10	200	2024-11-27
		High Prairie Elementary School	12	269	2024-11-28
		Kinuso School	1	15	2024-12-12
Subtotal	Sum		27	514	
M.D. of Bonnyville		Pine Meadows Colony School	1	14	2025-02-28
		Nelson Heights School	11	267	2025-03-05
		H.E. Bourgoin Middle School	7	140	2025-03-24
		J.F. Dion School	4	47	2025-03-25
		Elizabeth School	6	58	2025-03-26
		Iron River School	4	64	2025-03-31
		Cold Lake Elementary School	10	183	2025-04-28
		Cold Lake Elementary School	8	169	2025-04-29
		Holy Cross Elementary School	10	183	2025-05-05
		Holy Cross Elementary School	9	201	2025-05-06
		North Star Elementary School	0	0	2025-05-07
		Glendon School	0	0	2025-05-08
		Duclos School	16	309	2025-05-28
		Ardmore School	0	0	2025-06-02
		Ecole Dr. Bernard Brosseau Catholic School	14	320	2025-06-19
Subtotal	Sum		100	1955	
M.D. of Fairview		E.E. Oliver Elementary School	7	120	2025-03-03
		E.E. Oliver Elementary School	7	142	2025-03-04
Subtotal	Sum		14	262	
M.D. of Greenview		Valleyview Ranch Colony School	1	11	2024-11-14
		Homeland Colony School	1	24	2024-11-14
		St. Stephen's Catholic School	9	172	2025-02-27
		Ridgevalley School	7	94	2025-03-17
		Penson School	5	79	2025-03-24
		Harry Gray Elementary School	6	93	2025-04-16
Subtotal	Sum		29	473	
M.D. of Lesser Slave River		Smith School	4	37	2025-05-05
		C.J. Schurter Elementary School	9	205	2025-05-06
		C.J. Schurter Elementary School	10	218	2025-05-07
Subtotal	Sum		23	460	
M.D. of Peace		Grimshaw Public School	0	0	2025-04-07
		Grimshaw Public School	6	84	2025-05-12
		Grimshaw Public School	4	56	2025-06-09
Subtotal	Sum		10	140	
M.D. of Pincher Creek		St. Michael's School	6	165	2025-02-10
		Waterton Colony School	1	2	2025-02-27
		Livingstone Colony School	2	23	2025-02-27
Subtotal	Sum		9	190	
M.D. of Provost		Provost Public School	6	125	2025-02-21
		Amisk School	4	73	2025-04-09
Subtotal	Sum		10	198	
M.D. of Smoky River		Twilight Colony School	2	39	2025-05-26
		Twilight Colony School	1	19	2025-05-26
		Ecole Routhier School	5	86	2025-06-10
		Ecole Routhier School	6	92	2025-06-17
Subtotal	Sum		14	236	
M.D. of Spirit River		Rycroft School	3	81	2025-06-11
Subtotal	Sum		3	81	
M.D. of Taber		Enchant Colony School	1	23	2024-12-09
		Hillridge Colony School	2	36	2025-01-08
		Copperfield Colony School	1	35	2025-01-09
		Dr. Hamman School	9	221	2025-01-22
		Vauxhall Elementary School	7	145	2025-02-12
		Oaklane Colony School	2	23	2025-02-13
		Chamberlain School	4	45	2025-03-06
		Taber Christian School	6	119	2025-03-11
		Enchant School	5	79	2025-03-20

		Central Elementary School	5	104	2025-04-14
		Central Elementary School	6	117	2025-04-15
		Taber Christian School	5	105	2025-04-28
		Taber Christian School	4	69	2025-04-29
		Barnwell School	5	87	2025-05-21
Subtotal	Sum		62	1208	
M.D. Of Wainwright		Blessed Sacrament School	7	404	2024-11-20
		Wainwright Elementary School	7	384	2025-02-18
		Wainwright Elementary School	1	20	2025-02-20
		Edgerton Public School	1	23	2025-03-04
		Edgerton Public School	3	54	2025-03-11
		Irma School	7	162	2025-04-02
		Holt Colony School	1	9	2025-05-05
Subtotal	Sum		27	1056	
M.D. Of Willow Creek		Ewelme Colony School	2	18	2025-01-13
		Granum School	0	0	2025-02-27
		Clear Lake Colony School	1	24	2025-02-28
		Willow Creek Colony School	1	28	2025-03-05
		Greenwood Colony School	1	21	2025-03-05
		Stavely Elementary School	4	88	2025-03-10
		Granum School	3	57	2025-03-25
		Thompson Colony School	1	10	2025-04-02
		A.B. Daley Community School	6	111	2025-04-17
Subtotal	Sum		19	357	
Mackenzie County		Buffalo Head Prairie School	7	192	2025-05-05
Subtotal	Sum		7	192	
Mountain View County		Cremona School	9	211	2024-11-19
		Olds Koinonia Christian School	7	178	2024-11-28
		Reed Ranch School	4	59	2025-01-14
		Carstairs Elementary School	10	206	2025-01-15
		Carstairs Elementary School	10	239	2025-01-16
		Neudorf Colony School	1	11	2025-01-29
		Ecole Olds Elementary School	8	190	2025-02-10
		Ecole Olds Elementary School	8	177	2025-02-11
		Ecole Olds Elementary School	9	192	2025-02-12
		Ross Ford Elementary School	7	167	2025-03-03
		Ross Ford Elementary School	6	143	2025-03-04
		River Valley School	7	177	2025-03-05
		River Valley School	9	234	2025-03-05
		Westglen School	5	139	2025-04-04
		Mountain View Colony School	1	11	2025-05-12
Subtotal	Sum		101	2334	
Northern Sunrise County		Nampa Public School	4	41	2025-04-14
Subtotal	Sum		4	41	
Parkland County		Ecole Meridian Heights School	9	218	2024-12-16
		High Park School	11	271	2025-01-24
		Muir Lake Community School	9	190	2025-02-12
		Muir Lake Community School	9	216	2025-02-13
		Duffield School	7	156	2025-02-19
		Entwistle School	4	75	2025-04-15
		Tomahawk School	4	92	2025-06-05
Subtotal	Sum		53	1218	
Ponoka County		Mecca Glen School	3	61	2024-11-12
		Bluffton School	5	95	2024-11-14
		Ponoka Elementary School	7	274	2025-03-17
		Ponoka Elementary School	7	264	2025-03-20
		Rimbey Elementary School	1	61	2025-05-06
		Rimbey Elementary School	7	257	2025-05-22
		Leedale Colony School	1	15	2025-06-23
		Ferrybank Colony School	1	18	2025-06-23
Subtotal	Sum		32	1045	

Red Deer County	Delburne Centralized School	8	194	2024-11-18
	Poplar Ridge School	7	171	2024-11-21
	Spruce View School	7	144	2024-12-03
	Rainbow Colony School	1	23	2024-12-10
	Pine Hill Colony School	1	13	2024-12-10
	Bowden Grandview School	7	152	2025-01-10
	Elnora School	4	47	2025-01-14
	Ecole John Wilson Elementary School	8	160	2025-01-23
	Jessie Duncan Elementary School	6	112	2025-01-24
	Jessie Duncan Elementary School	7	162	2025-01-27
	Ecole John Wilson Elementary School	9	193	2025-01-28
	Beacon Hill Elementary School	9	209	2025-03-10
	Beacon Hill Elementary School	7	164	2025-03-11
	Innisfail Middle School	7	152	2025-03-31
	Ecole Steffie Woima Elementary School	8	199	2025-04-02
	Ecole Steffie Woima Elementary School	11	225	2025-04-03
	C.P. Blakely Elementary School	7	187	2025-04-29
	C.P. Blakely Elementary School	7	159	2025-04-30
	Penhold Elementary School	9	213	2025-05-13
	Rainbow Colony School	1	23	2025-06-19
Subtotal	Sum	131	2902	
Rocky View County	Crossfield Elementary School	4	91	2025-03-21
	Beiseker Community School	6	109	2025-03-25
	Kathryn School	8	132	2025-03-27
	Indus School	7	142	2025-04-01
	Beiseker Colony School	1	16	2025-04-15
	Tschetter Colony School	1	15	2025-04-15
	Fairview Colony School	1	18	2025-04-17
	Banded Peak School	6	119	2025-05-02
Subtotal	Sum	34	642	
Saddle Hills County	Bay Tree Colony School	1	8	2025-02-18
	Silver Valley Colony School	1	8	2025-02-18
	Doe River Colony School	2	18	2025-02-24
Subtotal	Sum	4	34	
Smoky Lake County	Vilna School	3	18	2025-05-21
	H.A. Kostash School	6	166	2025-05-22
	Holy Family Catholic School	3	67	2025-06-16
Subtotal	Sum	12	251	
Special Area 2	Jenner Colony School	1	17	2025-05-06
	Berry Creek Colony School/Stahl Colony	1	9	2025-05-07
	Berry Creek Colony School/Stahl Colony	1	9	2025-05-07
	Hand Hills Colony School	2	23	2025-05-07
	Berry Creek Community School	3	32	2025-06-06
Subtotal	Sum	8	90	
Special Area 3	Wind River Colony School	1	19	2025-05-06
	Youngstown School	2	31	2025-06-02
	Oyen Public School	5	78	2025-06-03
	Prairie View Colony School	1	6	2025-06-04
	New Brigden School	2	19	2025-06-04
Subtotal	Sum	11	153	
Special Area 4	Veteran Colony School (Harts Colony School)	2	27	2025-06-19
Subtotal	Sum	2	27	
Starland County	Morrin School	3	60	2025-03-12
	Craigmyle Colony School	1	7	2025-05-08
	Cloverleaf Colony School	1	18	2025-05-08
	Starland Colony School	2	22	2025-05-09
	Blue Sky Colony School	1	16	2025-05-09
	East River Colony School	1	10	2025-05-15
	Neu Muehl Colony School	1	5	2025-05-20
	Verdant Valley Colony School	1	15	2025-05-20
	Delia School	3	48	2025-06-02

Subtotal	Sum	14	201
Strathcona County	Castle Colony School	1	28 2025-05-09
Subtotal	Sum	1	28
Sturgeon County	Bon Accord Community School	0	0 2025-01-11
Subtotal	Sum	0	0
Vulcan County	Little Bow Colony School	1	16 2024-12-04
	Carmangay Colony	1	11 2025-02-03
	Arrowwood Colony School	1	20 2024-12-10
	Wild Rose Colony School	1	4 2024-12-18
	Milo School	4	56 2025-02-06
	Lomond Colony School	1	19 2025-03-04
	Arrowwood Community School	3	43 2025-03-17
	Wild Rose Colony School	1	4 2025-03-26
	Vulcan Prairieview Elementary School	8	177 2025-04-01
	Little Bow Colony School	1	16 2025-06-04
Subtotal	Sum	22	366
Wheatland County	Ecole Brentwood Elementary School	7	158 2024-12-09
	Carseland School	5	94 2025-03-07
	George Freeman School	12	276 2025-03-19
	Wheatland Crossing	9	179 2025-03-20
	Rosebud River Colony School	1	9 2025-03-24
	Rosebud Creek Colony School	1	22 2025-03-24
	Trinity Christian Academy	3	77 2025-03-26
	Sayre Colony School	1	24 2025-04-07
	Stahlville/Hines Colony School	2	37 2025-04-07
	Clearview Colony School	1	31 2025-04-08
	Fairville Colony School	1	8 2025-04-08
	Twin Creeks Colony School	1	21 2025-05-05
	Towers Colony School	1	17 2025-05-05
	Midwest Colony School	1	13 2025-05-12
	Greentree School	8	181 2025-05-22
	Greentree School	8	158 2025-05-23
	Crawling Valley Colony School	1	14 2025-05-26
	Wintering Hills Colony School	2	41 2025-05-26
	Rising Sun Colony School	2	25 2025-05-27
	Green Acres Colony School	1	14 2025-05-27
	Sandhills Colony School	1	17 2025-06-11
	Poplar Row Colony School	1	11 2025-06-12
	Glenrose Colony School	1	28 2025-06-12
Subtotal	Sum	71	1455
Woodlands County	Ecole St. Mary School	10	210 2025-01-20
	Pat Hardy Elementary School	9	185 2025-04-23
	Pat Hardy Elementary School	7	153 2025-04-24
	Ecole St Anne	7	150 2025-05-13
	Ecole St Anne	7	154 2025-05-14
Subtotal	Sum	40	852
Yellowhead County	Fulham School	4	39 2025-01-17
	Yellowhead Koinonia Christian School	4	69 2025-02-21
	Mary Bergeron School	10	211 2025-03-18
	Mary Bergeron School	7	150 2025-03-19
	Wildwood School	4	71 2025-04-15
	Evansview School	5	120 2025-05-09
	Niton Central School	3	56 2025-06-10
Subtotal	Sum	37	716
Total	Sum	1754	37118

For more information about this report or our Safety Smarts program please contact
Carma Flaig | Safety Smarts Program Manager: programs@heartlandsupport.ca

08.0 New Business

Info Items: [for information]" Please note that these may not be discussed item by item. If there is an item which you wish to see or discuss further, contact the County's Executive Assistant for a copy. It is possible that this whole section may be accepted as presented in one motion."

10. GOVERNMENT SERVICES

- a) RMA: Updated Notice of Elections and Procedures: 2025 RMA Board of Directors
- b) Letter from Alberta Northwest Species at Risk Committee RE: Thank you for Your Support
- c) Letter to Abe Zacharias, Lawen Met Hopninj Radio Society RE: support for rebroadcast application
- d) CBC News Article: October 22, 2025 – Northern Alberta County plebiscite

20. PROTECTIVE SERVICES [POLICE/FIRE/AMBULANCE/SAFETY]

30. TRANSPORTATION/DRAINAGE/PUBLIC WORKS

40. UTILITIES [WATER/SEWER/SOLID WASTE]

50. PUBLIC HEALTH & WELFARE

- a) Manning & Area Food Bank Society Board Meeting Minutes – September 17, 2025

60. ENV. DEV. [PLANNING/AG. SER. /ECON DEV. /HOUSING]

70. RECREATION & CULTURE

- a) Thank you from Dixonville Community Library

80. EDUCATION & SCHOOLS

90. PUBLIC UTILITIES [GAS/POWER/TELEPHONE]

***Item located on Council Table**

info

From: Rural Municipalities of Alberta (RMA) <rma@rmalberta.com>
Sent: October 22, 2025 8:31 AM
To: Teresa Tupper
Subject: Updated Notice of Elections and Procedures for 2025 RMA Board of Directors

[View this email in your browser](#)



Further to the Notice Published on August 29, 2025 and the 2025 Alberta municipal election, four seats on the RMA Board of Directors are up for election at the RMA 2025 Fall Convention.

The RMA 2025 Fall Convention will take place November 17-20 with the following four seats on the Board of Directors being up for election for a two-year term (2025 – 2027):

- Vice President
- District 2 Director
- District 3 Director
- District 5 Director

As of October 21, 2025, the following candidate submitted completed nomination forms for the position of Vice President:

- Jason Schneider

No nomination forms have been submitted for the available District Director Positions.

08.10-a)

According to the RMA Elections Policy, a current board member who is midway through their term (i.e., one year into a two-year term) can submit a nomination package for the position of Vice President without resigning from their current board position.

As a result of the nomination received, the RMA is also calling for nominations for a potential one-year term for the position of District 1 Director.

Nomination Forms for available positions can be found using the links below:

- **Nomination Papers for Vice President, District 2, 3 and 5 Directors for two year term.**
- **Nomination Papers for District 1 Director for potential one year term.**

RMA Board Elections Policy and Procedures:

The RMA Board Elections Policy and related procedure guides the process for all elections. Complete eligibility requirements for members of the RMA Board of Directors are outlined in section E of the **RMA Bylaws**, including that the individual must be a duly elected official for a full RMA member municipality. For the position of district directors, individuals must represent a municipality that is within the district that is up for election.

RMA full members interested in joining the Board of Directors are requested to review the updated **Fall 2025 Board of Directors Elections Information Package** for detailed information on board roles and responsibilities, the commitment required, and related RMA governance policies. The RMA also encourages members interested in pursuing an RMA board position to **contact a current board member**, CEO and Executive Director, Duane Gladden or Executive Officer of External Relations and Strategy, Tasha Blumenthal to gain a full understanding of the responsibility and commitment required.

As per the RMA Board Elections Policy, candidates may submit nomination papers (**VP/Districts 2, 3, 5 or District 1**) for both the position of Vice President and the available District Director position that represents their member municipality. In this case, candidates must submit two separate nomination papers and, in the event that the candidate is successful in the Vice President election, their nomination for District Director will be rescinded. A current board member that is mid-term (i.e., one year into a two-year term) can submit a nomination package for the position of Vice President without resigning from their board director position. In this case, members of their district will be informed and given two weeks to submit a completed nomination electronically in the form prescribed by the Returning Officer.

As result of the timing of the Alberta municipal election and RMA convention, the deadline for the position of Vice President and all District Director positions shall be two weeks prior to the start of fall convention.

Therefore, for 2025 elections a single deadline for all positions is Monday, November 3, 2025 at 4:30pm

A final list of candidates for all positions will be published on the RMA website after November 3, 2025.

All complete nomination papers (VP/Districts 2, 3, 5 or District 1) must be submitted electronically by the aforementioned deadlines to the RMA Returning Officer, Todd Brand, at toddbrand@hotmail.com.

For enquiries, please contact:

Duane Gladden
CEO and Executive Director
duane@rmalberta.com

Tasha Blumenthal
Executive Officer of External Relations & Strategy
tasha@rmalberta.com



Our mailing address is:
2510 Sparrow Drive
Nisku, AB T9E 8N5

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ALBERTA NORTHWEST SPECIES AT RISK COMMITTEE

Municipalities in NW Alberta advocating for working landscapes where all wildlife and communities can grow.



% Mackenzie County
4511 46 Avenue, Box 640
Fort Vermilion, AB, T0H 1N0
info@albertanwsar.ca

October 10, 2025

ATTN: County of Northern Lights CAO and Council

Thank You for Your Support

As a valued member of the Alberta Northwest Species at Risk Committee (NWSAR), we would like to show our appreciation by providing you with a membership banner and promotional materials.

Enclosed in this package is a banner to display in your office or reception area to showcase the County of Northern Lights' participation in the NWSAR Committee. In the coming months, we will also be mailing out new brochures featuring your logo, along with business cards for offices, meetings, or community events. If you would like to order additional banners for other offices or trade show displays, please contact info@albertanwsar.ca. Extra banners can be supplied for \$30.00 each.

Thank you for being a vital part of NWSAR's efforts. We value your ongoing partnership and look forward to continuing this important work together through the rest of 2025 and beyond. As a reminder, please send us new Letters of Appointment after your upcoming organizational meetings.

Sincerely,

Lisa Wardley

Chair, NWSAR Committee
Councillor, Mackenzie County
lisa@mackenziecounty.com
780-841-5799

cc: Northwest Species at Risk Committee

08.10-6)



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

11.01.20

SCANNED

Date: September 8, 2025

To:

Abe Zacharias
Lawen Met Hopninj Radio Society
SW 03-106-14-W5
La Crete, Alberta T0H 2H0

Re: Letter of Support – CJLC-FM Rebroadcast Application (Weberville Area)

Dear Abe,

As Reeve, I am pleased to express my full support for CJLC-FM's rebroadcast application for our area.

This initiative reflects a long-standing desire within the community for a service that celebrates cultural diversity and provides a dedicated platform for local voices in Low German. Expanding coverage into the Weberville region will strengthen community connection, broaden access to information, and offer another valuable communications channel for residents.

The passion and commitment driving this application are truly inspiring. I appreciate your efforts to engage with us to ensure the station aligns with the needs and aspirations of our community.

On behalf of the County of Northern Lights, I look forward to hearing your station on the airwaves in our community soon.

Respectfully,

Reeve Terry Ungarian
County of Northern Lights

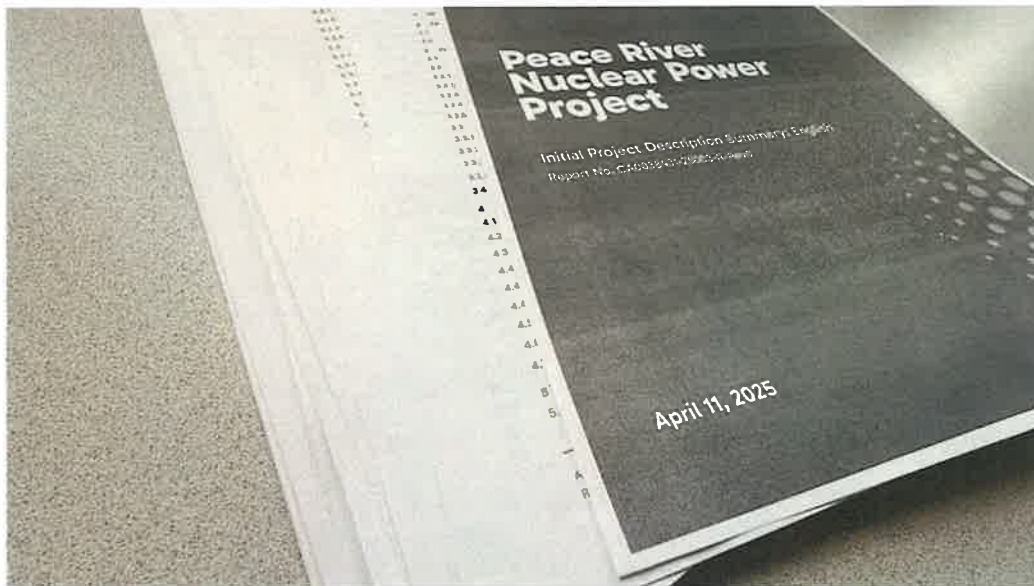
08.10-c)

Edmonton

Northern Alberta county plebiscite suggests majority opposed to regional nuclear project

County of Northern Lights voters asked to weigh in on large-scale project

Catherine Garrett · CBC News · Posted: Oct 22, 2025 12:44 PM MDT | Last Updated: October 22



The initial project description summary of the Peace River Nuclear Power Project. Residents of the County of Northern Lights were asked to weigh in on the project when they went to the municipal election polls. (Luke Carroll/CBC)

The majority of voters in a northwestern Alberta county say they do not support a nuclear power generation facility within their county.

The County of Northern Lights residents had a chance to share their opinions on a two-part plebiscite question about a proposal for a large-scale nuclear power project in the region.

Calgary-based Energy Alberta is proposing to build two twin Candu Monark nuclear reactors about 30 kilometres north of Peace River. The 1,424-hectare project would have a licensed capacity of 4,800 megawatts and is expected to operate for roughly 70 years.

The first part of the question asked residents if they support the county "engaging with residents, businesses and other level[s] of government to explore the potential impacts and benefits of a nuclear power plant within the county or neighbouring county."

- **N.W.T. gov't, water advocate raise concerns with proposed northern Alberta nuclear project**

Of the 749 people who voted, 65 per cent voted in support and 35 per cent voted in opposition.

The second part asked whether they supported a nuclear power generation facility within the county. About 57 per cent voted in opposition, and 43 per cent voted in favour.

"[It] revealed that people want more information," said Pat McNamara, a worker with Action Alliance, a group of citizens opposed to the project.

"That was one of the issues we dealt with right from the start, when we started speaking about it back in May. The lack of information that people were able to access in order to make a good decision."

McNamara said the group initially petitioned for council to hold the plebiscite earlier this year. Since then, the group has done mail drops and tried to get the word out on social media.

"I thought the opposition would be a bit stronger, but we had a late start in getting the community aware of what was going on," he said.

In an emailed statement, Energy Alberta told CBC News the company understands people have questions and concerns about nuclear energy and the proposed project.

"It is natural and expected at this early phase of a project of this scope and size," said CEO and president Scott Henuset.

"We are encouraged that the majority of residents who weighed in wanted to continue exploring the opportunity."

The statement also said the company plans to continue with its engagement efforts.

"Energy Alberta is proposing the first nuclear power project in western Canada and it is understandable that there is a level of education that needs to happen as part of our early engagement efforts around basic nuclear fundamentals and safety," said Henuset.

Non-binding plebiscite

The County of Northern Lights said the plebiscite is non-binding, and the municipality does not have the jurisdiction to determine whether the project is built.

"This was a good starting point, to get a feel for the temperature of the region," said Reeve Terry Ungarian.

"It was put out there to gauge what the public was thinking."

In addition to the county, the nearby town of Manning held a separate plebiscite on the project with similar questions, Ungarian said.

According to unofficial results posted by the town, 155 people voted in favour of engagement, 61 voted against. The second part of the question saw 112 people vote in opposition to a nuclear project, and 101 people vote in favor.

Results will be submitted to the Impact Assessment Agency of Canada for review.

According to Energy Alberta, if the proposal is approved, the regulatory process is expected to be complete by 2028 and move into construction by 2029.

While the county did not provide a voter turnout estimate in its results, Ungarian said that the turnout was about 32 to 34 per cent of eligible voters in the region.

"To get a real, true cross section, we may have to do more detailed polling or surveying of residents at some point," said Ungarian.

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Manning & Area Food Bank Society

MINUTES

Board Attendees: Georgina Supernault, Gloria Dechant, Helen Erickson, Brittany Gambler, Sheryl Trembley, Esther Johnston, Tasha Brown
Regrets:

Chair Georgina Supernault called the meeting to order at 4:30pm. CARRIED.		Action Items
1. Additions/ Approval of Agenda	3.3 Added- Sale of Kitchen Appliances. MOTION: Helen moved the approval of the agenda. Carried.	
2. Approval of Minutes	April 3, 2025 minutes were reviewed. MOTION: Gloria moved the approval of the minutes from April 3, 2025. Carried.	
3. Business Arising (Old Business)	3.1 Standard of Excellence/Policy Committee- A Review Engagement of the financial statement is required from accountant for going forward 2025 (for accreditation). Helen motioned to hire a CPA, Tasha seconded. All are in favour. 3.2 National Standards- Same as above applies. 3.3 Sale of Kitchen Appliances- MCALL interested in purchasing, invoice to be sent. United Church is interested in dishwasher.	Sheryl & Helen to get 2 quotes for CPA services.
4. Financials	4.1 MAFBS Financials - Bookkeeping has been done in Quickbooks, Elvira & Helen prefer Sage. Some prior reconciliation to be completed for June, July August financials. - Helen moved to switch to Sage software. Tasha seconded, all are in favour. - CRA Notice of Penalty paid. Need access to CRA website for actual balance. - WCB to be set up as a yearly payment instead of quarterly.	Helen will talk to Arlene Henetiuk about CRA website access and WCB.



Manning & Area Food Bank Society

	4.2 Grants - Northern Capacity Funds - For renovations, approximately \$42K. Awaiting response. - No current food grants. 4.3 Casino - Wages & food can come out of the Casino fund. - Eligible for participation every 3 years (next: 2027). - Quarterly reports sent. MOTION: Georgina moved the approval of the financials. Carried.	
5. Coordinators Report	Esther continues to serve as Food Bank Coordinator. Wait to advertise Food Bank Coordinator's position until after the November budget meeting.	
6. New Business	6.1 Food Bank Days open - Due food grant scarcity across Canada, less frequent days open to be considered. Or a combination of less days and/or alternating pantry/Walmart/Freson Bros pick up dates. A phasing out process was supported if less pick up dates are implemented. To be reviewed in November to establish a potential phasing out plan. 6.2 Social Media/Webpage/Logo - table until after November meeting. 6.3 Budget - Meeting Thursday, November 20th @ 4:30pm. All in favour of changing meetings to 4:30pm instead of 4:00pm. 6.4 Christmas Hampers- Pick up date is December 16th.	



Board Meeting Minutes
Thursday, September 17, 2025
4:30pm

Manning & Area Food Bank Society

7. Policies	Standard of Excellence next review 2025.	
8. Casino	Great Northern Casino Jan/Feb/Mar 2027.	
9. Next Meeting	Thursday, Nov 20, 2025 @ 4:30pm.	
10. Adjournment	Georgina Supernault adjourns meeting at 6:10pm	



Dixonville LIFE Agricultural Society
Dixonville Community Library · 13h · 🌐

Thank you to County of Northern Lights Council and staff for the beautiful flower arrangement to celebrate the library's 15th anniversary.

