

Town of Bowden - Regular Council Meeting**AGENDA**

A Regular Council Meeting of the Town of Bowden
to be held in Council Chambers, at 2101 – 20 Avenue, Bowden,
on **Monday 22 September 2025, 7:00pm.**

1. CALL TO ORDER**2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA****3. ADOPTION OF PREVIOUS MINUTES**

3.a September 8, 2025, Regular Council Meeting.

4. PUBLIC HEARING

None scheduled.

5. DELEGATION

None scheduled.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.a Council Resolutions Follow Up Action.

6.b Key Dates.

6.c Bowden Grandview School Awards Ceremony

7. BYLAWS & POLICIES

No agenda item.

8. NEW BUSINESS

No agenda item

9. FINANCIAL

No agenda item

10. CORRESPONDENCE

10.a Acting S/Sgt Jamie Day, Olds RCMP Detachment

11. REPORTS

11.a CAO's Report.

11.b Council Committee Reports.

11.c Society & Other Reports.

12. CLOSED SESSION OF COUNCIL

12.a Property Development (Confidential). **CLOSED SESSION**

12.b Staffing (Confidential). **CLOSED SESSION**

12.c SRDRWC (Confidential). **CLOSED SESSION**

This closed meeting of Council is permitted by section 197(2) of the MGA.

An exception to disclose under Division 2 of Part 1 of the Access to Information Act, Statutes of Alberta 2024, Chapter A-1.4 (as amended over time) therefore applies on the basis of:

Section 32 "privileged information" (applies to 12.a)

Section 20 "harmful to personal privacy" (applies to 12.b)

Section 28 "local public body confidences" (applies to 12.c)

13. MEETING ADJOURNMENT



**Town of Bowden – Regular Council Meeting
held on Monday September 8, 2025
at Town of Bowden Council Chambers.**

MINUTES (unapproved)

1. CALL TO ORDER

Mayor Randy Brown called the meeting to order at 7:04pm.

PRESENT

Mayor
Councillor
Councillor
Councillor

Randy Brown
Paul Webb
Sandy Gamble
Deb Coombes

ABSENT

Councillor

Wayne Milaney

ADMINISTRATION

CAO

Arno Glover

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

Moved by Councillor Deb Coombes that Council adopts the agenda as amended.

Note:

Addition of correspondence from Bowden Grandview School as agenda item 6.e

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the minutes of the Regular Council Meeting of August 25, 2025, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There was no public hearing.

5. DELEGATION

Agenda Item 5.a Acting S/Sgt Jamie Day, Detachment Commander, Olds RCMP.

Acting S/Sgt Jamie Day provided an overview of the Community Policing Report and Quarterly Crime Statistics for the period April to June 2025.

In summary the statistics reveal that the crime numbers are low and that Bowden should be viewed as being a relatively safe community.

Acting S/Sgt Jamie Day recommended that the public report all crimes.

Motion 5.a

Moved by Councillor Deb Coombes that Council accepts the RCMP Community Policing Reports as information.

MOTION CARRIED UNANIMOUSLY

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a Council Resolutions Requiring Follow Up Action

Administration provided Council with a summary of Council resolutions that remain as work in progress / ongoing.

Motion 6.a

Moved by Councillor Sandy Gamble that Council accepts the Resolutions Follow Up Action Report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.b Key Dates

Administration provided Council with forthcoming key dates.

Administration to confirm with Jade Prefontaine that a representative(s) from Town Council will attend the Bowden Community Showcase on September 17.

Administration / Mayor to contact Robb Stuart reference the Christmas Special Event at the Igloo.

Motion 6.b

Moved by Councillor Paul Webb that Council accepts agenda item 6.b as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.c Revised List of Council Committees & Appointments

Administration provided Council with an updated list of the changes made to appointments to Council Committees.

Motion 6.c

Moved by Councillor Paul Webb that Council accepts the revised list of Council Committee appointments as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.d Meeting Request with Minister Williams (AB Munis Convention)

Administration resubmitted to Council the correspondence received from Municipal Affairs regarding future participation in a meeting with the Minister of Municipal Affairs during the 2025 AB Munis Convention.

Council did not have any items for submission regarding discussion at this meeting.

Motion 6.d

Moved by Councillor Deb Coombes that Council accepts the item of correspondence as information.

MOTION CARRIED UNANIMOUSLY

New Agenda item 6.e Bowden Grandview School 66th Annual Awards Ceremony

Administration submitted to Council correspondence received from Bowden Grandview School requesting attendance by the Mayor at their annual awards ceremony.

Administration is to confirm attendance. A representative from Council will be decided at a later date.

Motion 6.e

Moved by Councillor Paul Webb Council accepts the item of correspondence as information.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

There was no agenda item.

8. NEW BUSINESS

8.a Off Site Levies Bylaw

Administration submitted a report to Council produced by Municipal Engineering Risk Management that provided a review of the Town of Bowden Off Site Levies Bylaw 001 /2008.

The recommendations within the report were based on the study of the 2007 Off Site Levy report produced by Tagish Engineering, the Town of Bowden Off Site Levy Bylaw 001 / 2008 and the requirements of the Municipal Government Act.

The report in summary recommended that the Off Site Levies Bylaw 001 / 2008 be rescinded.

Motion 8.a

Moved by Councillor Paul Webb that Council rescind Town of Bowden Off Site Levies Bylaw 01 / 2008.

MOTION CARRIED UNANIMOUSLY

8.b Fortis Alberta Electric Distribution Franchise Fee for 2026

Administration submitted an email from Fortis Electric and provided further information relating to the current franchise fee percentage rate and estimated future revenue streams.

Council was requested to review the information and confirm the fee rate for 2026.

Motion 8.b

Moved by Councillor Sandy Gamble that the decision of Council is to maintain the Fortis Alberta Electric Distribution Fee percentage at 15% for 2026.

MOTION CARRIED UNANIMOUSLY

8.c ATCO Gas Distribution Franchise Fee for 2026

Administration submitted correspondence from Fortis Electric and provided information relating to the franchise agreement and the current franchise fee percentage rate.

Council was requested to review the information and confirm the fee rate for 2026.

Motion 8.c

Moved by Councillor Deb Coombes that the decision of Council is to maintain the ATCO Gas Franchise Fee Rate at 22% for 2026.

MOTION CARRIED UNANIMOUSLY

9. FINANCIAL

There was no agenda item.

10. CORRESPONDENCE

Agenda item 10.a Red Deer County Protective Services (August Enforcement Contract)

Agenda item 10.b Expanding Horizons Community Support Letter of Request

Council reviewed the Expanding Horizons Community Support Letter of Request and agreed to contact representatives from the society in order to draft a letter of support on behalf of Town Council.

Motion 10.a

Moved by Councillor Paul Webb that Council accepts the items of correspondence as information.

MOTION CARRIED UNANIMOUSLY

11. REPORTS

Agenda item 11.a CAO's Report

CAO Arno Glover provided Council with an overview (and update) on the items included within the CAO's report.

Motion 11.a

Moved by Councillor Deb Coombes that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

There were no reports submitted

Agenda item 11.c Society & Other Reports

- i. FCSS Community Navigator Report (August 2025)
- ii. Alberta Counsel News (Issue 230 August 2025)
- iii. Alberta Municipalities Report Card on 2024 Active Resolutions (August 2025)
- iv. Alberta Municipalities Recommendations on Implementation of Bill 50 Changes (August 2025)

Motion 11.c

Moved by Councillor Paul Webb that Council accepts the Society & Other Reports as information.

MOTION CARRIED UNANIMOUSLY

12. MEETING ADJOURNMENT

Motion 12.a

Moved by Councillor Sandy Gamble at 7:48 pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Minutes signed by:

**Mayor
Randy Brown**

**CAO
Arno Glover**

Regular Council Meeting: September 22, 2025.	Agenda Item: 6.a
Prepared by: Arno Glover	Approved by: Mayor Randy Brown
Report Type: Information	Attachment(s): 1 Council Resolutions Follow Up Action Report

Matters arising from past minutes.

6.a Council Resolutions Requiring Follow Up Action Report

A summary of past Council resolutions that require follow up action is attached.

Town of Bowden

COUNCIL RESOLUTIONS REQUIRING FOLLOW UP ACTION

(updated comments in red - updated 18 September 2025)

Meeting Date	Resolution	Action By Whom	Date back to Council
24 Apr 23 9 July 2025	Intermunicipal Collaboration Framework Motion 8.a ICF to be delayed for 2 years pending Provincial Government guidelines Municipal Services Agreement (planning services) with RDC expires 31 December 2025 ICF changes to be introduced into the MGA reference Bill 50. Current ICF expired in December 2022 – the provincial government 2-year moratorium expired in December 2024. Email sent to CAO of RDC to commence planning / discussions. No response to date. Latest MGA is now published dated May 15, 2025. The requirement for an ICF is now a relevant statute.	Council / CAO	progress
26 Aug 24	Firehall Flag Poles Motion 8.c Administration to liaise with RDC Protective Services This may form part of the future discussion on firehall building updates.	CAO	progress
23 June 25	Role of the Chief Administrative Officer Motion 8.g Revision of Council Procedural Bylaw No progress to date This will also include amendments that are now required following the repeal of the FOIP Act.	CAO	progress
25 Aug 25	Agenda item 11.b Municipal Affairs Engagement Team correspondence Resubmitted to Council RCM 8 September 2025	Council	complete

Agenda item 6.a Council Resolutions Follow Up Action Report (continued)**Recommended Motion:**

Motion by Councillor _____ that Council accepts the Council Resolutions Follow Up Action Report as information.

Regular Council Meeting: September 22, 2025.	Agenda Item: 6.b
Prepared by: Arno Glover	Approved by: Mayor Randy Brown
Report Type: Information	Attachment(s):

6.b Key Dates *(for information)*

OCTOBER

October 3	Bowden Grandview School 66 th Annual Awards Ceremony (7:00pm)
October 10	Advance Voting Day Town Administration Office (9:00am until 4:00pm) Physical Disability Voting (by appointment only) (9:00am until 4:00pm)
October 11	Advance Voting Day Town Administration Office (9:00am until 1:00pm)
October 13	Regular Council Meeting 7:00pm Council Chambers
October 20	Municipal General Election
October 27	Organizational Meeting of Council 6:30pm Council Chambers Regular Council Meeting 7:00pm Council Chambers
October 28	Elected Officials Education Program Regional Orientation Session hosted by Town of Blackfalds with George Cuff
October 28	Innisfail & District Chamber of Commerce Awards Night Innisfail Legion – Dinner at 6:00pm (Bowden Business of the Year)

NOVEMBER

The schedule of Regular Council Meetings for the remainder of 2025 and for 2026 to be determined by Council in the Organizational Meeting of Council of October 27.

November 12	Alberta Municipalities Convention and Trade Show (Calgary TELUS Convention Centre) Hotel reservations have been made for 7 Councillors for the nights of Tuesday 11 th November to Thursday 13 th November (3 nights) at Hyatt Regency Calgary ABMunis registrations have been made for 7 elected officials.
November 26	Legal Seminar hosted by Town of Blackfalds conducted by Reynolds Mirth 1:00pm until 4:00pm. Topics to include: <ul style="list-style-type: none"> • Pecuniary interest and conflict of interest • Public hearings/statutory hearings (and engaging with the public) • Council as an employer (and corresponding obligations to the CAO) • Enforcement of municipal bylaws (and Council's role in that process) • Process for passing and amending bylaws in relation to Land Use Planning

DECEMBER

December 12	Christmas Special Event Igloo Arena (tbc)
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Recommended Motion:

Motion by Councillor _____ that Council accepts agenda item 6.b as information.

Regular Council Meeting: September 22, 2025.	Agenda Item: 6.c
Prepared by: Arno Glover	Approved by: Mayor Randy Brown
Report Type: Request for Decision	Attachment(s):

6.c Bowden Grandview School Awards Ceremony.

6.c.i Background

The Bowden Grandview School 66th Annual Awards Ceremony will take place on Friday October 3, 2025, at 7:00pm in the school gymnasium.

During the RCM of July 14, 2025, Administration submitted correspondence for Council to consider regarding a request made by the school for a 2025 scholarship award.

Council was requested to consider both the amount of the award and the criteria for the award, this currently being stated as, "this scholarship is available to Bowden Grandview graduates who are entering in studies in either administrative or non-administrative areas of municipal careers".

The matter was resubmitted to Council for decision during the RCM of July 28, 2025.

The minutes of the RCM of July 28th are reproduced below.

Motion 10.a

Moved by Councillor Paul Webb that Council provides a scholarship award for the sum of \$500.00 for the Bowden Grandview School Awards program by means of the existing qualification criteria.

MOTION CARRIED UNANIMOUSLY

6.c.ii Communication to School

Administration communicated to the school the following:

Further to your email of June 25, please note that during the Regular Council Meeting of 28th July Council approved a scholarship of \$500.00 for 2025.

The award criteria remain unchanged (however the possibility to consider students that do not match the criteria is an option that could be considered).

6.c.iii Subsequent Correspondence from School

Administration received the following information by email on September 15, 2025.

In terms of the Town of Bowden Scholarship, I have the following list of students (I'm just providing program details, names removed). No one specifically meets the set-out criteria:

- 1) University of Alberta Augustana Campus — Psychology and Mental Health (Mental Health and Wellbeing)*
- 2) RDP - Truck and Transport Mechanics trade*
- 3) RDP - Bachelor's degree in early childhood education*
- 4) Olds College - Veterinary Technical Assistant Certificate*
- 5) Olds College - Agricultural Management diploma*

- 6) Olds College - Butchering program
- 7) Portage College - Bachelor of Education
- 8) RDP - Carpentry
- 9) University of Alberta Augustana Campus - Bachelor of Science in Computing Science and Mathematics
- 10) Delmar - Hairstyling

Please let me know if you'd like further information about any of these students to help in the decision-making process.

6.c.iv RFD

Administration requests that Council consider whether to make an award based on the information provided by the school and with consideration of the award criteria.

Administration requests that if an award is made that Council further consider nominating a Councillor to attend the awards ceremony in order to present the award.

Alternative Motions:

Motion by Councillor _____ that Council accepts agenda item 6.c as information.

or

Motion by Councillor _____ that Council awards a scholarship for the sum of \$500.00 to the student studying at _____

or

Motion by Councillor _____ that Council awards a scholarship for the sum of \$250.00 to the student studying at _____ and \$250.00 to the student studying at _____

or

Motion by Councillor _____ that Council _____

Regular Council Meeting: September 22, 2025.	Agenda Item: 10.a
Prepared by: Arno Glover	Approved by: Mayor Randy Brown
Report Type: Request for Decision	Attachment(s): as per content

Agenda item 10**Content:****10.a Acting S/Sgt Jamie Day – Olds RCMP Detachment**

Please refer to the attached email dated September 15, 2025.

Council is requested to discuss whether it wishes to accept the invitation to meet the Commanding Officer of RCMP K Division (Trevor Daroux) and if so to thereby provide topics for discussion, prior to the deadline date of September 26th.

Alternatively, Council can decline the invitation and accept the correspondence as information.

CAO

From: Day, Jamie (RCMP/GRC) <jamie.day@rcmp-grc.gc.ca>
Sent: September 15, 2025 9:14 AM
To: Justin Andrew; CAO
Subject: Alberta Municipalities Convention

Good Morning Gents,

The Alberta Municipalities Convention will be taking place from November 12th-14th at the Calgary TELUS Convention Centre.

Good Morning,

We are reaching out to our communities to determine if they would like to meet with the CO and indicate the topics they are interested in discussing.

We have a DD for Sept 26, 2025 to respond to this request.

Jamie



Acting S/Sgt Jamie Day
Detachment Commander NCO i/c
Olds RCMP Detachment
4110 – 65 Avenue
Olds, Alberta
T4H 1L8
Office: (403) 556-3324
[REDACTED]

Fax: 403-556-1540

Email: jamie.day@rcmp-grc.gc.ca



Agenda item 10 (continued)**Recommended Motion:**

Motion by Councillor _____ that Council accepts the request to meet the Commanding Officer of K Division (Trevor Daroux) and submits the following topics for discussion:

- 1
- 2
- 3

Recommended Motion:

Motion by Councillor _____ that Council declines the invitation and accept the correspondence as information.

Reports (1)

Regular Council Meeting: September 22, 2025.	Agenda Item: 11.a
Prepared by: Arno Glover	Approved by: Mayor Randy Brown
Report Type: Information	Attachment(s) 1 CAO's Report

Content:**Agenda item 11.a (CAO's Report)**

Regular Council Meeting: September 22, 2025	Agenda Item: 11.a
Prepared by: Arno Glover	Approved by: Mayor Randy Brown
Report Type: Information	Attachment(s):

CAO's Report

The capital projects remain ongoing and are currently work in progress.

A summary of these projects will be provided in a future CAO's report as these projects are completed and / or significant progress is made.

The following provides a brief update on other matters.

1 Municipal Elections Update

1.1 Nominations

Candidates who have submitted their nomination papers for the forthcoming election are as follows:

- Mayor 2 candidates
- Councillor 10 candidates

Further details and information relating to the election are posted on the Town's web site.

1.2 Councillor Training

1.2.1

Administration provides the following information for election candidates with regard to the mandatory training required for all elected officials.

Section 201.1 of the Municipal Government Act states:

- 201.1(1)** *A municipality, in accordance with the regulations, must offer, and each councillor must attend, orientation training*
- (a) *on the following topics, to be held prior to or on the same day as the first organizational meeting following a general election required by section 192, or in the case of a councillor elected at a by-election, on or before the day that councillor takes the oath of office:*
- (i) *role of municipalities in Alberta;*
 - (ii) *municipal organization and function;*
 - (iii) *roles and responsibilities of council and councillors*
 - (v) *roles and responsibilities of the chief administrative officer and staff,*
- and*
- (b) *on the following topics, to be held prior to or on the same day as the first regularly scheduled council meeting, or in the case of a councillor elected at a by-election, within 90 days after that councillor takes the oath of office:*
- (i) *key municipal plans, policies and projects;*
 - (ii) *budgeting and financial administration;*
 - (iii) *public participation;*
 - (iv) *any other topic prescribed by the regulations.*

This training is scheduled for Tuesday October 28th hosted by the Town of Blackfalds with George Cuff presenting (more details to follow in due course). This is a 9:00am to 4:00pm event.

Election Candidates should make note of this date and make appropriate provisions in order to attend.

If an elected official does not attend the scheduled training alternative plans must be made by the Municipality.

The Munis 101 course offered by Alberta's Elected Officials Education Program will run in late October and November (dates tbc).

1.2.2 Legal Seminar

In addition to the mandatory training an optional legal seminar hosted by the Town of Blackfalds conducted by Reynolds, Mirth & Farmer LLP is scheduled for Wednesday November 26th from 1:00pm until 4:00pm.

Topics will include:

- Pecuniary interest and conflict of interest,
- Public hearings/statutory hearings (and engaging with the public),
- Council as an employer (and corresponding obligations to the CAO),
- Enforcement of municipal bylaws (and Council's role in that process),
- Process for passing and amending bylaws in relation to Land Use Planning.

Election Candidates should make note of this date

1.2.3 Emergency Management

Section 8(1) of the Local Authority Emergency Management Regulation (May 21, 2025) states:

Training requirements for elected officials and delegates

8(1) *The Managing Director may prescribe courses that each of a local authority's elected officials must complete by posting notice of the courses on the Alberta Emergency Management Agency's website.*

(2) *Any courses that are prescribed under subsection (1) must be completed*

(a) within 90 days of the elected official taking an official oath as required by section 156 of the Municipal Government Act or section 23 of the Metis Settlements Act, as the case may be, or within one year of this Regulation coming into force, whichever is later, or (b) within 90 days of the councillor of an Indian band assuming office,

This training is mandatory for all elected officials.

I have requested that a Field Officer from the Alberta Emergency Management Agency (AEMA) attends the Town Administration Office to provide this training in person. Attendees will also include the Director of Emergency Management and the Deputy Director of Emergency Management.

It is proposed that this training day can also be used to cover other aspects of emergency management specific to the Town of Bowden including:

- the Regional Joint Emergency Plan that we are members of and,
- the requirements for Emergency Support Services.

The Government of Alberta has not yet set standards for the specific training requirement set out within the legislation.

Despite this I hope to have a date scheduled for training sometime later in December or in January of next year.

1.3 Permanent Electors Register

Administration has received the database provided by Elections Alberta.

The information contained within the database has been reviewed and verified for completeness. Spurious information has been deleted.

The data has been reformatted in order that it can be used on election day (and advance voting days).

Section 49(1) of the Local Authority Elections Act requires that Municipalities prepare a Permanent Electors Register (PER) of residents who are eligible to vote.

Any person who wishes to vote must be listed on the PER or complete Form 13 "Statement of Elector Eligibility". The PER will be updated after the election and provided to Elections Alberta.

The information within the PER can only be used for the administration of the election and cannot be shared with candidates or members of the public.

Residents can enquire on their own personal data to ensure accuracy and completeness.

Administration has put in place a standard operating procedure in order to capture new elector information as residents move in / out of Town.

1.4 Candidates Forum

The CAO has met with the Manager of the Innisfail & District Chamber of Commerce.

The chamber will be holding a candidates' forum on October 1 at the Paterson Community Hall (6:30pm for 7:00pm start).

Candidates are requested to contact the Innisfail & District Chamber of Commerce to confirm their attendance and provide other information as required.

All residents are invited to attend the forum.

Further information advertising the event will be posted on the Town's web site and other social media as this becomes available from the chamber.

1.5 Elections Database Training

The CAO has completed the second module of the Elections Database Training.

Municipal data and candidate information has now been entered onto the database.

1.6 October Town Newsletter

There is some uncertainty as to whether the October Town Newsletter will be delivered due to industrial action by the postal workers union who are no longer delivering flyers as a form of strike action as part of their ongoing labour dispute.

Important information for residents regarding the election will therefore be provided as a document to be included as an insert within the September utility billing.

Additional forms of advertising will be used wherever possible in order to keep residents informed.

2 Appointment of Detachment Commander, Olds RCMP

On Tuesday 16th September and Wednesday 17th September I attended the Structured Interview Evaluations for the appointment of a new Detachment Commander for the Olds RCMP Detachment.

The purpose of the interviews was to select and appoint a permanent candidate to the role. There were 4 candidates.

These interviews were conducted with a representative from the Town of Olds and a representative from Mountain View County as a means of providing community participation within the recruitment process.

3 Land Use Bylaw Update

A first draft of the revised Land Use Bylaw has been prepared by Vicinia Planning.

Administration will meet with planner to review progress made to date and to discuss items submitted where further direction is required from the Town.

Currently there are 27 items listed (categories) where input is required from the Town.

Due the scope and complexity of these items it is unlikely that further progress can be made at this time.

Administration therefore recommends that a Council Steering Committee is created in early November in order to review progress to date and provide the direction required in order to move the project forward.

4 Tree Transplants

Further to my report to Council in the RCM of August 11th Public Works have now completed work to transplant trees from the old landfill site to both the arena park and the off-leash dog park.

Approximately 20 spruce trees have been planted in the arena park and 10 poplar trees in the off-leash dog park.

A tree spade was rented to perform this task. However, despite its apparent size it is limited in the size of the trees it is capable of lifting. A larger truck bed tree spade will be rented next year with a view to transplant larger trees.



Agenda item 11.a CAO's Report (continued)**Recommended Motion:**

Motion by Councillor _____ that Council accepts the submitted CAO Report as information.

Reports (2)

Regular Council Meeting: September 22, 2025.	Agenda Item: 11.b / 11.c
Prepared by: Arno Glover	Approved by: Mayor Randy Brown
Report Type: Information	Attachment(s): As per content

Agenda Item 11.b / 11.c**Content:****Council Committee Reports**

No reports submitted

Society & Other Reports**11.c**

- i. FCSS Community Navigators Report (September 2025)
(report submitted by Jade Prefontaine)
- ii. Alberta Emergency Management Agency Newsletter (Sept/Oct/Nov 2025)
(report submitted by CAO Arno Glover)
- iii. Mountain View Regional Water Services Commission (Regular Meeting September 10, 2025)
(report submitted by Councillor Deb Coombes)
- iv. Parkland Regional Library System Board (misc documents)
(report submitted by Councillor Deb Coombes)
- v. Alberta Counsel News (Issue 231 September 2025)
(report submitted by CAO Arno Glover)

Note:

All meeting minutes where submitted should be assumed to be "unapproved".

FCSS Community Navigator Report September 2025

Community:

- **Community Garden** – Eagle Creek Farms/Bowden Sun Maze provided vouchers to its U-Pick for the gardeners who were impacted by the vandalism in August.
FCSS would like to thank Public Works/Parks for building 2 new water tote stands and replacing and adding the garden plot number signs. They are very much appreciated. Well done!
- **Bowden Community Showcase** was Wednesday the 17th. The gym at BGS was full of 33 vendors on display. Thank you to Friends of Grandview (FOG), the staff & administration and the 2026 Grad Class for all its work hosting the BBQ, hauling tables and helping to serve popcorn. Thank you to Bowden Fire for having its truck on site for the families to explore, and to Alahna Hunter for bringing the trailer for the grad bottle drive and table transport.
- **Retro Bingo** – will be hosted at Paterson Hall on November 19th. Ages 10+. Another fun Bingo in partnership with Expanding Horizons. This intergenerational event is always well attended.
- **Community Volunteer Income Tax Program (CVITP)** – FCSS would like to sincerely thank Bonnie Bellamy for her years of volunteer service to CVITP. She has stepped away from the program due to health. She will be dearly missed by the clients and other participants that have been helped by Bonnie.
CVITP Grant success – FCSS has been notified that we are successful with the 2025 Grant application for the program and will be receiving the funds soon.

Food Security Support (ongoing):

- **The Good Food Box** program continues to gain participants. The October order has 18 boxes, including 3 sponsored families & 2 donation boxes.

Seniors Programs:

- **DRIVE HAPPINESS** – Has signed up its first volunteer for Bowden & Area. With a few other volunteers in the area, it looks like a viable resource for seniors non-medical supported transportation.
- **Tech Time** - at Park Place with Henday Association is back in action for the fall with September & October dates planned.
- **Golden Circle Outreach Bowden** – Hosted by Gemma from the Golden Circle at Park Place. Sept & Oct dates booked.

Youth Programs:

- **YES & FCSS** – Met to plan its partnership programs at BGS after school starting in October with the 2 week "Wicked Workshop". In November we will host a 3-week cooking class entitled "Meatball Mania". In December we will take on the "Elf Academy of Creativity" for 3 weeks as well as a whole school "Festive Factory" day.
- **Innisfail FRN** – They will be running "Kindermusik" in September followed by "Moving Mommas" in the park. We are excited to have a little music program in Bowden.
- **Red Deer BGC** – will be starting up its "Keystone Youth" club in Bowden at Park Place for the school year. They have had such a positive impact for our older youth.
- **Olds BGC** – at Bowden Grandview is hosting 3 new youth programs for kids 7-12 years through Sept – October. "Cartooniverse", "Nature Navigators" and "Squad Golds" are sure to entertain.

Other:

- **AHS Mental Health Group** – Meets every 2 weeks at Park Place. FCSS will lead the group on a fall park walk at its next meeting to do some reflecting on preparing for fall and winter, and some nature rubbings.

Alberta Emergency Management Agency²⁴

Central Region Newsletter

SEP/OCT/Nov 2025

Hope everyone had an enjoyable summer, there was a general trend of above-normal precipitation for parts of Alberta so hopefully that helped with the dryness we have experienced over previous years. Going into September I hope everyone enjoys a wonderful fall season.

This fall brings not only a reminder to municipalities that AEMA will be starting to arrange annual Emergency Management Program reviews, also that municipal elections are this year and elected officials are required to take Local Authorities Elected Officials training. Municipal elections for Summer Villages were completed this past summer with the remainder of local governments having elections October 20, 2025. Elected officials are required to take the LAEO course within 90 days of Oath of Office. As such, some municipalities have already started booking LAEO courses – if your municipality has not made arrangements for the LAEO please feel free to contact your local AEMA Field Officers. Field Officer contact information is included below. For further details pertaining to legislated training requirements please refer to the 'Local Authority Emergency Management Regulation' <https://www.alberta.ca/emergency-management-legislation>.

Alberta Disaster Assistance Directives

The Alberta Disaster Assistance Directives (Directives) provide information relating to the administration and delivery of the Hazard Assistance and Resilience Program (HARP), and include details on Program basics, eligible recipients and costs, funding streams, documentation, audit requirements and payments, and appeals. The Directives are intended to ensure fair, consistent, and transparent financial assistance for eligible applicants facing uninsurable disaster-related loss and damage. Assistance provided under these Directives may be partially reimbursed to the Government of Alberta through the federal Disaster Financial Assistance Arrangements (DFAA – see below), a cost-sharing program between federal and provincial governments. Only Directives under the Disaster Recovery Regulation (DRR), pursuant to Alberta's Emergency Management Act (EMA), govern disaster financial assistance applications. More on the Directives can be found at <https://open.alberta.ca/dataset/alberta-disaster-assistance-directives>

Disaster Financial Assistance Arrangements (DFAA)

The DFAA program currently has two sets of Guidelines. The Guidelines that a province or territory follow depends on when the eligible disaster took place. In order to help build more resilient communities in the face of more frequent and severe disasters, the DFAA program recently underwent [a review and modernization process](#) that resulted in new program Guidelines that apply to eligible disasters occurring on or after April 1, 2025. Since it can take a number of years after an eligible disaster for a final payment under the DFAA to be received and processed, the former Guidelines will continue to apply for eligible disasters that occurred before April 1, 2025.

In the meantime if you have additional disaster recovery questions, contact AEMA Recovery Coordinators at drp.info@gov.ab.ca or 1-888-671-1111.

Training

Our in-person training offerings include ICS 100, 200, 300, 400, as well as the LAEO, Planning P, Scribe, DEM, BEM, and Strike Team/Task Force Leader courses. If you are interested in scheduling or hosting a course, or if you have any other training inquiries, please don't hesitate to reach out via the contact information provided below.

Just a reminder that Instructor to student ratio cannot exceed 1/12, maximum number of students is 24 requiring two instructors, minimum number of students is 6.

Additionally, half-day workshops for Command & General Staff roles are available and intended to refresh and enhance the knowledge and skills of those with ICS 200 or higher.

If you have training you would like AEMA to attend, please let us know as we are happy to participate in the preparation, facilitation, or observation of all types of tabletops, exercises, and courses. For those of you who are in the process of planning or have already scheduled an exercise, if you could let Central Region AEMA know we can ensure it's added to our calendars.

We are also more than happy to attend your Emergency Management Agency and Committee meetings. If you would like us to attend, please reach out your earliest opportunity with an invite.

We are always looking for ways to make this newsletter relevant to your EM needs, if you have any suggestions on materials/information we could add please let us know.

Feel free to call or text at any time as AEMA is here to support you. Your Central Region Field Officers are:

Lorne Thompson  lorne.f.thompson@gov.ab.ca  587-591-1874

Gord Buhr  gord.buhr@gov.ab.ca  780-232-8589

If you are unable to get a hold of either of us, and it's an emergency, please contact the Provincial Emergency Coordination Centre Duty Officer at;

PECC 24 hr  1-866-618-2362  pses.pecc@gov.ab.ca
(new PECC email – please update in your plans and contact lists)

Minutes

Mountain View Regional Water Services Commission

Regular Meeting – Pomeroy Inn, Olds

Sept 10, 2025

9:00 A.M.

Members Present:

Chairman – Michael Knight – Town of Crossfield
Wanda Blatz – Town of Olds
Gavin Bates – Town of Innisfail
Bill Windsor – Town of Didsbury
Lance Colby – Town of Carstairs
Deb Coombes – Town of Bowden
Paul Webb – Town of Bowden Alternate

Staff Present:

John Van Doesburg – CAO
Samantha Lafontaine – Finance Manager
Tim Ainscough – Operations Director
Wes Olstad – Technical Manager

1) Call to Order

Chairman Michael Knight called the meeting to order at 9:04 a.m.

2) Adoption of Agenda

Bill Windsor moved to accept the Sept 2025 agenda.

Carried

3) Approval of the July 2025 Regular Meeting Minutes

Wanda Blatz moved to accept the July 2025 Meeting Minutes as presented.

Carried

4) Reports

Chairman Mike Knight presented the Chairman's Report

Tim Ainscough presented the Director of Operations Report.

Wes Olstad presented the Technical Manager's Report.

John Van Doesburg presented the Administrative Report.

Samantha Lafontaine presented the Financial Report.

Wanda Blatz moved to accept the reports presented as information.

Carried

5) Business Arising from Minutes

a) Drought Committee – Flow Updates

Tim Ainscough presented the updated Red Deer River Flow Charts.

b) Lateral Line Update – Didsbury Correspondence

John Van Doesburg presented the Lateral Line update.

Bill Windsor moved to accept the Drought Committee – Flow Updates and the Lateral Line Update – Didsbury Correspondence for information.

Carried

6) New Business

a) Veolia:

i) Membrane Contract Renewal

Lance Colby moved to accept the Veolia Membrane Contract.

Carried

ii) Membrane Integrity Testing Proposal

Gavin Bates moved to accept the Veolia Membrane Integrity Testing Proposal.

Carried

b) Award of Electrical Tender

Bill Windsor moved to award the electrical tender to Bidder 2 – Guillevin International Co – Delta via DAD Sales.

Carried

Wanda Blatz moved to award the switchgear electrical tender to Rev Engineering – Rev. 1 as presented.

Carried

c) Town Talk

All board members reviewed current events in their respective communities.

7) Information**a) Water for Life Program – 2025 Approved Projects**

Deb Coombes moved to accept for information.

Carried.

8) Next Regular Meeting – Oct 8, 2025**9) Adjournment**

Chairman Mike Knight moved to adjourn the meeting at 10:25 a.m.

Carried

Chairman

Manager

2026 Mountain View Regional Water Services Commission 10 Year Capital Budget - Engineers Estimate

Job #	YEAR	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
8	Asset Management												
	General Allowance	\$100,000.00											\$100,000.00
	WTP PLC Replacement		\$100,000.00	\$500,000.00	\$525,000.00	\$650,000.00	\$675,000.00	\$700,000.00	\$750,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$6,000,000.00
	Membrane Replacement	\$200,000.00	\$1,000,000.00	\$498,000.00	\$50,000.00	\$100,000.00	\$175,000.00						\$1,896,000.00
	Low Lift Pump Upgrades	\$50,000.00											\$50,000.00
22	Electrical Upgrades	\$2,350,000.00	\$500,000.00										\$2,850,000.00
	Vehicle Replacement	\$60,000.00											\$215,000.00
	Vehicle Replacement (Skid Steer)												
	Paving			\$75,000.00									\$75,000.00
	Pump 506 motor and VFD Installation						\$100,000.00						\$100,000.00
24	Pump 507 motor and VFD Installation			\$200,000.00									\$0.00
	Window Replacement	\$250,000.00											\$250,000.00
19	Replace Inline Strainer at Low Lift												\$0.00
	WTP Raw Water Storage Ponds			\$450,000.00	\$25,000,000.00	\$12,000,000.00							\$37,450,000.00
26	Power to Residual Lagoons												\$0.00
	Train B Mechanical Mixer Replacement	\$110,000.00											\$110,000.00
	Train A Mechanical Mixer Replacement			\$120,000.00									\$120,000.00
	Meter Study	\$40,000.00											\$40,000.00
	Flow Control Actuator Replacement	\$100,000.00	\$100,000.00	\$100,000.00									\$200,000.00
Regional Waterline Study	Regional Waterline Study												\$0.00
	Regional Waterline Interconnect and modifications												\$0.00
	Regional Waterline Replacement			\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$9,000,000.00
	Clear Well Capacity												\$0.00
	Midline Reservoir					\$6,000,000.00							\$6,000,000.00
Line Twinning Olds to Disbury	Line Twinning Olds to Disbury					\$35,000,000.00		\$6,500,000.00					\$6,500,000.00
													\$35,000,000.00
TOTALS		\$3,265,000.00	\$1,700,000.00	\$3,081,000.00	\$26,760,000.00	\$19,750,000.00	\$36,950,000.00	\$8,280,000.00	\$1,750,000.00	\$2,050,000.00	\$2,000,000.00	\$2,000,000.00	\$107,531,000.00

NOTE: Replacement of the WTP / Waterline - Estimated at \$300,000,000.00 in 2025

**Mountain View Regional Water Services Commission
Budget 2025**

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Mountain View Regional Water Services Commission Draft 2026 Budget as at Sept 15, 25

	2025 Budget	Y-T-D Aug	2025 Projected	2026 Budget (5%)	2026 Budget (10%)	2026 Budget (add 20%)
Revenue:						
Innisfail	\$2,075,220.38	\$1,393,655.55	\$2,090,483.33	\$2,195,007.49	\$2,414,508.24	\$2,897,409.89
Bowden Institution	\$239,605.61	\$149,917.35	\$224,876.03	\$236,119.83	\$259,731.81	\$311,678.17
Bowden	\$202,824.61	\$155,184.75	\$232,777.13	\$244,415.98	\$268,857.58	\$322,629.10
Olds	\$2,453,376.28	\$1,467,518.10	\$2,201,277.15	\$2,311,341.01	\$2,542,475.11	\$3,050,970.13
Didsbury	\$1,130,921.63	\$716,086.80	\$1,074,130.20	\$1,127,836.71	\$1,240,620.38	\$1,488,744.46
Carstairs	\$954,600.16	\$656,933.65	\$985,400.48	\$1,034,670.50	\$1,138,137.55	\$1,365,765.06
Crossfield	\$1,062,699.32	\$791,824.25	\$1,187,736.38	\$1,247,123.19	\$1,371,835.51	\$1,646,202.62
TAQA North	\$106,159.78	\$91,779.42	\$137,669.13	\$144,552.59	\$159,007.85	\$190,809.41
J Korschuk	\$960.00	\$625.00	\$960.00	\$960.00	\$1,056.00	\$1,267.20
C Jansen	\$960.00	\$625.00	\$960.00	\$960.00	\$1,056.00	\$1,267.20
Lund & Canfield	\$960.00	\$625.00	\$960.00	\$960.00	\$1,056.00	\$1,267.20
Cipperley	\$960.00	\$625.00	\$960.00	\$960.00	\$1,056.00	\$1,267.20
Machachek	\$960.00	\$625.00	\$960.00	\$960.00	\$1,056.00	\$1,267.20
Enmax Green Power	\$26,000.00	\$6,800.44	\$10,200.66	\$10,710.69	\$11,781.76	\$14,138.11
Interest Income	\$300,000.00	\$158,069.56	\$237,104.34	\$244,217.47	\$251,543.99	\$259,090.31
Other Income (Outside Services)	\$0.00	\$18,750.00	\$19,150.00	\$0.00	\$0.00	\$0.00
Transfer from Reserve	\$3,310,000.00	\$3,310,000.00	\$3,310,000.00	\$1,625,000.00	\$1,625,000.00	\$1,625,000.00
Total	\$11,866,207.77	\$8,919,644.87	\$11,715,604.81	\$10,425,795.46	\$11,288,779.78	\$13,178,773.26

**Mountain View Regional Water Services Commission
Budget 2025**

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	2025 Budget	Y-T-D Sept	2025 Projected	2026 Budget 2% Col	2026 Budget 2% Col	2026 Budget 2% Col
Expenses:						
Payroll Expenses						
Salaries	\$1,450,864.44	\$928,923.99	\$1,238,565.32	\$1,541,513.20	\$1,541,513.20	\$1,541,513.20
RRSP Expense	\$20,745.51	\$12,061.05	\$20,905.82	\$21,532.99	\$21,532.99	\$21,532.99
EI Expense	\$17,987.85	\$14,228.00	\$17,335.33	\$18,375.45	\$18,375.45	\$18,375.45
CPP Expense	\$54,444.45	\$39,963.72	\$46,336.56	\$51,611.78	\$51,611.78	\$51,611.78
WCB Expense	\$20,585.58	\$12,616.84	\$19,726.08	\$20,317.86	\$20,317.86	\$20,317.86
Payroll Processing Fees	\$2,763.49	\$1,577.39	\$2,763.49	\$3,000.00	\$3,000.00	\$3,000.00
Benefits/Pensions	\$275,021.83	\$143,722.86	\$296,966.52	\$332,624.53	\$332,624.53	\$332,624.53
Subtotal	\$1,842,413.16	\$1,153,093.85	\$1,642,599.12	\$1,988,975.81	\$1,988,975.81	\$1,988,975.81
	2025 Budget	Y-T-D Aug	2025 Projected	2026 Budget	2026 Budget	2026 Budget
General Expenses						
AB 1st Call	\$1,423.00	\$1,423.00	\$1,423.00	\$1,465.69	\$1,465.69	\$1,465.69
Auto Expense (Fuel)	\$12,500.00	\$7,741.30	\$11,611.95	\$11,960.31	\$13,668.92	\$13,668.92
Board Expense	\$61,800.00	\$28,634.16	\$42,951.24	\$55,000.00	\$55,000.00	\$55,000.00
Capital Expense	\$3,310,000.00	\$117,087.95	\$1,000,000.00	\$1,700,000.00	\$1,700,000.00	\$1,700,000.00
Capital Reserve	\$850,000.00	\$566,666.64	\$850,000.00	\$875,000.00	\$1,575,000.00	\$3,000,000.00
Operating Reserve	\$100,000.00	\$66,666.64	\$100,000.00	\$100,000.00	\$250,000.00	\$600,000.00
Computers - Capital	\$10,000.00	\$4,014.24	\$6,021.36	\$10,000.00	\$10,000.00	\$10,000.00
Computers - Operational	\$23,000.00	\$28,658.71	\$32,547.71	\$40,000.00	\$40,000.00	\$40,000.00
ISO 14001	\$24,000.00	\$22,670.56	\$22,670.56	\$22,000.00	\$22,000.00	\$22,000.00
Cassette Maintenance	\$459,968.09	\$0.00	\$0.00	\$450,000.00	\$450,000.00	\$450,000.00
CAO Prof Development	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Cathodic Protection	\$10,000.00	\$345.00	\$10,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Chemicals & Systems	\$250,000.00	\$81,584.07	\$250,000.00	\$250,000.00	\$250,000.00	\$250,000.00
Delivery & Freight	\$1,500.00	\$2,526.57	\$3,789.86	\$3,500.00	\$3,500.00	\$3,500.00
Insurance	\$90,720.00	\$60,480.00	\$90,720.00	\$98,884.80	\$98,884.80	\$98,884.80
Interest & Bank Charges	\$1,500.00	\$807.15	\$1,210.73	\$1,500.00	\$1,500.00	\$1,500.00
Janitorial	\$29,000.00	\$19,233.00	\$28,849.50	\$29,714.99	\$29,328.51	\$29,328.51
Lab Supplies	\$38,000.00	\$21,653.46	\$32,480.19	\$38,000.00	\$38,000.00	\$38,000.00
Legal Fees	\$66,000.00	\$31,519.10	\$47,278.65	\$60,000.00	\$60,000.00	\$60,000.00
Lube and Oil	\$7,000.00	\$2,476.60	\$3,714.90	\$7,000.00	\$7,000.00	\$7,000.00

**Mountain View Regional Water Services Commission
Budget 2025**

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	2025 Budget	Y-T-D August	2025 Projected	2026 Budget	2026 Budget	2026 Budget
Meal Expense	\$5,000.00	\$2,447.83	\$3,671.75	\$5,000.00	\$5,000.00	\$5,000.00
Membership Dues & Fees	\$12,000.00	\$10,857.81	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Office & Postage	\$13,000.00	\$7,989.16	\$13,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Professional Fees	\$22,790.00	\$22,000.00	\$22,000.00	\$23,100.00	\$23,100.00	\$23,100.00
Rental Equipment	\$1,500.00	\$0.00	\$0.00	\$1,545.00	\$1,545.00	\$1,545.00
R&M Grounds	\$5,000.00	\$2,419.98	\$3,629.97	\$5,000.00	\$5,000.00	\$5,000.00
R&M Vehicles	\$10,300.00	\$1,914.51	\$2,871.77	\$12,000.00	\$12,000.00	\$12,000.00
R&M Plant	\$267,800.00	\$62,922.75	\$94,384.13	\$275,000.00	\$275,000.00	\$275,000.00
R&M Lagoon	\$520,000.00	\$481,132.50	\$520,000.00	\$260,000.00	\$260,000.00	\$260,000.00
R&M Down Line	\$55,000.00	\$21,139.22	\$31,708.83	\$55,000.00	\$55,000.00	\$55,000.00
R&M Transmission Lines	\$300,000.00	\$273,571.42	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00
Small Tools	\$3,000.00	\$2,321.86	\$3,000.00	\$3,500.00	\$3,500.00	\$3,500.00
Staff Education	\$18,000.00	\$11,786.59	\$17,679.89	\$18,000.00	\$18,000.00	\$18,000.00
Safety	\$25,000.00	\$16,604.22	\$24,906.33	\$25,000.00	\$25,000.00	\$25,000.00
Interest Long Term Debt	\$907,977.09	\$459,915.76	\$907,977.09	\$859,740.29	\$859,740.29	\$859,740.29
Telephone	\$55,000.00	\$18,201.81	\$27,302.72	\$30,000.00	\$30,000.00	\$30,000.00
Meter Stn Power & Heat	\$18,000.00	\$10,314.46	\$15,471.69	\$18,000.00	\$18,000.00	\$18,000.00
Utilities MPR	\$140,000.00	\$84,110.75	\$126,166.13	\$140,000.00	\$140,000.00	\$140,000.00
Utilities Power Plant	\$675,700.09	\$373,453.45	\$560,180.18	\$650,380.00	\$650,380.00	\$650,380.00
Utilities Heat Plant	\$55,000.00	\$32,141.80	\$48,212.70	\$55,000.00	\$55,000.00	\$55,000.00
Waste Removal	\$3,675.00	\$2,555.00	\$3,832.50	\$5,000.00	\$5,000.00	\$5,000.00
Debenture (Principle)	\$1,416,608.89	\$676,344.51	\$1,416,608.89	\$1,464,845.69	\$1,464,845.69	\$1,464,845.69
Contingency	\$0.00	\$0.00	\$0.00	\$300,000.00	\$300,000.00	\$300,000.00
Total	\$9,878,762.16	\$3,638,333.54	\$6,691,874.17	\$8,304,136.76	\$9,155,458.90	\$10,930,458.90
Total Revenue	\$11,866,207.77	\$8,919,644.87	\$11,715,604.81	\$10,425,795.46	\$11,288,779.78	\$13,178,773.26
Less:						
Total Expenses	\$11,721,175.32	\$3,638,333.54	\$8,334,473.29	\$10,293,112.57	\$11,144,434.71	\$12,919,434.71
Net Income	\$145,032.45	\$5,281,311.33	\$3,381,131.52	\$132,682.88	\$144,345.07	\$259,338.55

Mountain View Regional Water Services Commission
Comparative Income Statement
As at Aug 31, 2025

	Actual Aug 1 to Aug 31, 2025	Year to Date	% YTD to YTD Budget	YTD Budget	Budget Jan 1, 2025 to Dec. 31, 2025
REVENUE					
Water Sales - Town of Innisfail	\$ 194,086.20	\$ 1,393,655.55	1.00	\$ 1,390,397.65	\$ 2,075,220.38
Water Sales - Bowden Institution	21,824.00	149,917.35	0.93	\$ 160,535.76	239,605.61
Water Sales - Town of Bowden	21,197.00	155,184.75	1.14	\$ 135,892.49	202,824.61
Water Sales - Town of Olds	194,926.60	1,467,518.10	0.89	\$ 1,643,762.11	2,453,376.28
Water Sales - Town of Didsbury	98,692.00	716,086.80	0.95	\$ 757,717.49	1,130,921.63
Water Sales - Town of Carstairs	98,047.40	656,933.65	1.03	\$ 639,582.11	954,600.16
Water Sales - Town of Crossfield	120,883.40	791,824.25	1.11	\$ 712,008.54	1,062,699.32
Water Sales - TAQA North Energy	12,147.52	91,779.42	1.29	\$ 71,127.05	106,159.78
Water Sales - Jansen	80.00	625.00	0.97	\$ 643.20	960.00
Water Sales - Lunt/Canfield	80.00	625.00	0.97	\$ 643.20	960.00
Water Sales - Cipperley	80.00	625.00	0.97	\$ 643.20	960.00
Water Sales - Machacek	81.00	626.00	0.97	\$ 643.20	960.00
Water Sales - Korschuk	80.00	625.00	0.97	\$ 643.20	960.00
Water Sales - Enmax Green Power Inc.	1,675.52	6,800.44	0.39	\$ 17,420.00	26,000.00
TOTAL Water Sales	\$ 763,880.64	\$ 5,432,826.31	0.98	\$ 5,531,659.21	\$ 8,256,207.77
Interest Income	20,701.26	156,069.56	0.79	201,000.00	300,000.00
Gain or Loss on Sale of Assets	-	17,850.00			
Other Income	100.00	900.00			
TOTAL Other Income	\$ 20,801.26	\$ 176,819.56		201,000.00	300,000.00
Total Revenue	\$ 784,681.90	\$ 5,609,645.87	0.98	\$ 5,732,659.21	\$ 8,556,207.77



Agenda

1	Call to Order	9:00 a.m.	
	Welcome and layout of ground rules	10	minutes
	Motion to excuse regrets	2	minutes
	1.1 Agenda	2	minutes
	1.1.1. Additions or Deletions to the Agenda		
	1.1.2. Adoption of the Agenda		
	1.2 Approval of the minutes of the May 15, 2025 meeting*	2	minutes
	1.3 Business arising from the minutes of the May 15, 2025 meeting		
	Explanation and Approval of the Consent Agenda	4	minutes
2	Consent Agenda		
	2.1 Financial Statements*		
	2.2 Executive Committee Meeting Minutes for June 19, 2025*		
	2.3 Executive Committee Meeting Minutes for August 21, 2025 (draft)*		
	2.4 Advocacy Committee Meeting Minutes for June 19, 2025 (draft)*		
	2.5 Business Arising from the Consent Agenda		
	2.6 Approval of the Consent Agenda		
3	Items for Action/Information		
	3.1 2026 Parkland Budget	20	minutes
	3.2 New Salary Grid	15	minutes
	3.3 Voting for Board Members Representing Multiple Municipalities	20	minutes
	3.4 Reserve Transfers	5	minutes
	3.5 Investment Signing Authority	5	minutes
	3.6 HR Manual Changes	10	minutes
	3.7 Advocacy and Marketing Report	20	minutes
	a) P.D. Component		
	3.8 2026 Meeting Dates	10	minutes
	3.9 Updates	10	minutes
	3.9.1 Director's Report		
	3.9.2 Library Services Report		
	3.9.3 IT Report		
	3.10 Parkland Community Update	10	minutes
	3.11 Board Survey	10	minutes
4	Adjournment	Total:	155 minutes



PRLS Board Meeting Minutes

May 15, 2025

The regular meeting of the Parkland Regional Library System Board was called to order at 10:02 a.m. on Thursday May 15, 2025 in the Small Board Room, Lacombe.

Present: Barb Gilliat, Matthew Goudy, Gord Lawlor, Ray Reckseidler, Janice Wing

Present via Zoom: Jackie Almberg, Paul Ashford, Alison Barker-Jevne, Laureen Clark-Rennie, Deb Coombes, Teresa Cunningham, Todd Dalke, Cal David, Jeff Eckstrand, Sarah Fahey, Tim Field, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Kathy Hall, Pam Hansen, Dana Kreil, Stephen Levy, Bryce Liddle, Philip Massier, Marc Mousseau, Joy-Anne Murphy, Jackie Northey, Jacquie Palm-Fraser, Paul Patterson, Jas Payne (alt. Megan Hanson), Dianne Roth, Sandy Shipton & alt. Diane Elliot, Les Stulberg, Harvey Walsh, Carlene Wetthuhn

Guests: Lindsey Bauman & Erin Switenky, MNP, Maia Foster, Leslie Moody, Megan Ginther, Haley Amendt, Megan Hanson

With Regrets: Delijiah Antaloczy, Ricci Matthews, Cody Hillmer

Absent: Jul Bissell, Wayne Clark, Edna Coulter, Les Fee, Cody Johnson, Julie Maplethorpe, Darryl Motley, Jordon Northcott, Shawn Peach, Leonard Phillips, Naomi Tercier, Shannon Wilcox, Bill Windsor

Staff: Jessica Dinan, Karyn Goodwillie, Kara Hamilton, Patty Morrison, Paige Mueller, Andrea Newland, Ron Sheppard, Tim Spark, Donna Williams

Call to Order

Meeting called to order at 10:02 a.m. by Barb Gilliat. Gilliat reviewed the ground rules of the meeting.

As part of PRLS' legislative compliance procedures, board members who send regrets are excused at the beginning of each meeting.

Motion by Carlene Wetthuhn to excuse Delijiah Antaloczy, Ricci Matthews and Cody Hillmer from attendance at the board meeting on May 15, 2025 and remain a member of the Parkland Board in good standing.

CARRIED
PRLS 18/2025



Agenda

1.1.2 Adoption of the Agenda

Gilliat asked if there were any additions or deletions to the agenda. There were none.

Motion by Paul Patterson to accept the agenda as presented.

CARRIED

PRLS 19/2025

1.2. Approval of Minutes

Gilliat asked if there were any amendments to the February 27, 2025 minutes. Paul Ashford's name was listed incorrectly in the package and minutes.

Motion by Ray Reckseidler to approve the minutes of the February 27, 2025 meeting as amended.

CARRIED

PRLS 20/2025

1.3. Business arising from the minutes of the February 27, 2025 meeting

Gilliat asked if there was any business arising from the minutes. There was none.

2. Business Arising from the Consent Agenda

Gilliat asked if there was any business arising from the consent agenda. There was none.

Motion by Stephen Levy to approve the consent agenda as presented.

CARRIED

PRLS 21/2025

3.1 2024 Parkland Audit

Gilliat introduced Erin Switenky and Lindsey Bauman from MNP. Switenky reviewed the audit, which was included in the package. The auditors stated that;

"In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Library as at December 31, 2024, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards."

According to policy 2.6.10, the Executive Committee is responsible for reviewing and approving Parkland's audit which they did at their March 27th meeting.

Bryce Liddle entered the meeting at 10:18 a.m.

Motion by Harvey Walsh to receive for information the Parkland Regional Library Board 2024 Audit Findings Report for December 31, 2024 and the Financial Statements for December 31, 2024 as presented.

CARRIED



PRLS 22/2025

Switenky and Bauman left the meeting at 10:19 a.m.

3.2 LAPP Audit and Pension Policy

Williams reviewed the LAPP Audit. Every three years Parkland is required to have an audit of its Local Authorities Pension Plan.

Three small errors were found resulting from Parkland's practice of calculating full-time equivalency (FTE) in days rather than hours. Parkland's method of calculating FTE has been a standing practice for decades without being flagged during previous LAPP audits. Of the three employees with errors in their calculations, two were on authorized leave and one passed away unexpectedly.

Following the auditors' recommendations, Parkland has created a pension policy statement to be included in Parkland's Policy Manual. Previously, pension benefits were recorded in Parkland's Human Resource Manual.

Motion by Cal David to receive the 2024 LAPP audit for information.

CARRIED

PRLS 23/2025

Motion by Gord Lawlor to approve the Pension Policy as presented.

CARRIED

PRLS 24/2025

3.3 Vacant Seat on Parkland's Executive Committee

Sheppard reviewed. Twyla Hale, Parkland's representative on the Executive Committee for Area 6 has, due to unforeseen circumstances, surrendered her seat. According to Parkland policy,

2.6.8 "Should a sitting member of the Executive Committee be unable to continue as a member of the committee prior to the conclusion of their one-year term, representatives from that group of municipalities may appoint a new representative to the Executive Committee at the next board meeting."

Area six represents the communities of Bashaw, Clive, Donalda, Lacombe, the Summer Village of Rochon Sands, Stettler and the Summer Village of White Sands. These board members entered a Zoom breakout room and chose their representative for Area 6.

Motion by Kathy Hall to appoint Shaleah Fox as Parkland's Executive Committee for Area 6.

CARRIED

PRLS 25/2025

3.4 Board Signing Authorities

Sheppard reviewed. Twyla Hale, who recently stepped off Parkland's board, was one of two board signing authorities. Board Chair Barb Gilliat is Parkland's one remaining board signing authority.



According to board policy 4.4.20, Parkland Regional Library System requires that two trustees act as signing authorities for cheques valued at \$45,000 or more, or, if the Director is unavailable to sign. It is most convenient if the board signing authorities live or work close to PRLS headquarters.

Matthew Goudy volunteered to be Parkland's second board signing authority.

Motion by Ray Reckseidler to accept Matthew Goudy as PRLS' board signing authority.

CARRIED

PRLS 26/2025

Diane Eliot entered the meeting at 10:38 a.m.

3.5 PRLS 2026 Budget

Sheppard reviewed. Due to the lengthy process Parkland must follow to obtain approval of Parkland's budget, staff are beginning work on the 2026 budget now. The Executive Committee has worked on the 2026 budget at their meetings on March 27th and April 24th. The two scenarios presented by staff were identical except that in "Option B" there is a legal line valued in the amount of \$20,000. This line was included at the direction of the Executive Committee because Parkland has had to consult lawyers in a variety of matters involving topics such as human resources, questions concerning the membership agreement, which population figures Parkland should be invoicing municipalities with, etc. While staff would welcome an additional \$20,000 in the budget, the unpredictable nature of legal costs means the funds might never be utilized.

In 2024, the board revised the Purchasing Policy Statement to allow the Director discretionary spending up to \$15,000 from the Contingent Liability and Consultation Reserve which can be used to cover unexpected legal costs. For this reason, staff did not believe there was a need for a separate legal line in the budget.

Les Stulberg left the meeting at 10:57 a.m.

The Executive Committee did not endorse adding a cost-of-living adjustment (COLA) to the salary grid for 2026 but did endorse that eligible staff receive a step up the salary grid in accordance with Parkland's Compensation Policy. According to the policy, steps up the grid are guaranteed for eligible staff but COLA adjustments are optional.

After some discussion, the board agreed that staff will bring one budget option to the board in September without the \$20,000 legal line, and a second option adding a COLA adjustment for staff.

3.6 Parkland Investments

Williams reviewed. According to Parkland's Annual Agenda policy, the Executive Committee is to review Parkland's investments at least twice a year.



Parkland's investor, Adam Lamb, contacted Parkland with the following recommendation:

"From an investment perspective, a lot is happening in the market with tariffs, but thankfully your bonds are very safe. Due to the unknowns of the tariffs, new bond prices have gone down, meaning old ones have gone up. So, it's been a positive on Parkland's portfolio.

I would strongly recommend keeping it as is. If governments are forced to lower interest rates due to recession risks from tariffs, this would be a positive for the bonds you hold."

At the April 24th Executive Committee meeting, staff recommend following Lamb's advice and made no change to Parkland's overall investment strategy of keeping funds in a conservative, managed bond portfolio. PRLS does not currently have funds invested in GICs.

The Executive Committee made no changes to Parkland's current investment strategy.

Motion by Janice Wing to receive for information.

CARRIED
PRLS 27/2025

3.7 Advocacy and Marketing Report

Lawlor reviewed the Advocacy report. At their March 27th meeting, the committee determined the following were to be Parkland's advocacy goals for 2025:

- Continue to focus on advocacy to the system board
- Continue to help libraries and their boards advocate for themselves at the local level with a special emphasis on the fact that 2025 is a municipal election year.
- Continue demonstrating leadership in the formulation of unified advocacy efforts by the seven library systems. As it relates to this goal, Parkland is not to make provincial efforts its priority but rather concentrate on the other goals.

In cooperation with the six other library systems, Parkland is also to:

- Continue advocating with the Government of Alberta (GOA) to introduce a predictable library grant funding model that reflects population growth and inflation.
- Support a proposal to the GOA for adjustments to the funding model allowing intermunicipal library boards to remain financially viable while streamlining governance structures.
- Support a request to the GOA that they reassess bandwidth allocations for the SuperNet to ensure that library connectivity keeps pace with evolving internet standards, especially for rural communities.

With the announcement of the provincial budget, Parkland sent a "thank-you" letter to Rick McIver, the Minister of Municipal Affairs, for providing stable operating grant funding. After Parkland sent our letter, the six other library systems agreed to a joint "thank-you" letter based on the one that Parkland produced.

Other advocacy activities include a joint initiative with Calgary Public Library. Calgary Public Library's CEO Sarah Meilleur contacted Parkland's Director to ask if Parkland and the Town of



Stettler would cooperate on the creation of a joint resolution for presentation at the fall Alberta Municipalities conference. For the motion to go forward, Calgary requires the cooperation of a smaller municipality. The Town of Stettler was chosen because Gord Lawlor was recognized for a presentation he made to Rick McIver, the Minister of Municipal Affairs, earlier this spring.

Parkland's 2024 Return on Investment (ROI) documents are ready for distribution and can be found on Parkland website.

Parkland's Director was contacted by the personal Secretary of the Minister of Municipal Affairs and asked to provide a quote for a press release related to library grant funding for the 2025-2026 budget year.

One of the principal jobs of board members is advocacy. In an attempt to make resources related to advocacy readily available to both Parkland board members and to our libraries, an extensive array of advocacy tools has been put on Parkland's website. A demonstration of the materials was provided at the board meeting including a PowerPoint type presentation with narration provided by AI.

In addition to online training, Parkland staff will provide in-person advocacy training. One such session was held at Parkland on March 17th.

Motion by Gord Lawlor to receive for information.

CARRIED
PRLS 28/2025

3.8 Penhold Library School Partnership

Teresa Cunningham spoke to this topic. The Penhold library has been noted in the press recently for losing a significant amount of funding due to the demise of the contract the library board had with the local school authority. The terms of the agreement were amended, stating that the library would provide services to all schools in the division without compensation. The Penhold Library board is looking into their options with the Public Libraries Services Branch.

Motion by Ray Reckseidler to receive for information.

CARRIED
PRLS 29/2025

3.9. Updates

3.9.1. Director's Report

3.9.2. Library Services Report

3.9.3. IT Report

3.9.4. Finance & Operations Report

Gilliat asked if there were any questions regarding the Director's Report, Library Services Report, IT Report, or the Finance and Operations Report. Joy-Anne Murphy wanted to clarify that the reason one library stopped being part of the complaint in process mentioned in the Director's report was because the library manager in question moved out of province.

Motion by Janice Wing to receive the Director's, Library Services, IT, and Finance & Operations Reports for information.



Dana Kreil left the meeting at 11:24 a.m.

Teresa Cunningham left the meeting at 11:25 a.m.

Todd Dalke left the meeting at 11:26 a.m.

3.10. **Parkland Community Update**

The **Penhold & District Public Library** hosted a beekeeper and held a water color program. They are also working on their Strategic Plan.

The **Stettler Public Library** partnered with the high school and local county museum to build a 9-hole mini golf attraction that is located at the museum. They received a grant to pay for the materials. The Town of Stettler is also happy to be partnering with CPL to advocate for libraries.

The **Camrose Public Library** is partnering with the local performing arts centre to host 3 family events, and has space in the arts' brochure.

The **Clive Public Library** has started a nature school program with many families signed up. On June 5th the library is hosting an intergenerational garden tea party in partnership with the FCSS in the green space outside the library.

The **Sedgewick & District Municipal Library** held a garage sale at the beginning of May that brought in \$500 for the library. The first two weeks of June they are also holding an online auction with donated items.

The **Bentley Municipal Library** has started a nature school. They have also placed mini-libraries around the area and in the municipal campground.

The **Delburne Municipal Council** was presented with the Advocacy Framework Guide, and a copy is available on the Delburne Facebook page. There is also a copy at the library.

Board Chair Barb Gilliat said a few words regarding the retirement of long-time staff member Donna Williams.

4. **Adjournment**

Motion by Matthew Goudy to adjourn the meeting at 11:50 a.m.

CARRIED
PRLS 31/2025

Chair



2026 Parkland Budget

Explanation

Included in your package is a draft of Parkland's 2026 budget presented with two scenarios. At the May Parkland board meeting, the Board requested that one budget be developed with eligible staff receiving a step-up the salary grid in compliance with Parkland policy and a second budget with a step-up the grid and a Cost of Living Adjustment (COLA).

Within the budget notes, you will see some text in red. The red text differentiates between the two budget scenarios which will be corrected once a preferred budget has been selected by the board.

Outcome Statement

Decide which budget scenario to approve and send to the municipalities for endorsement.

Proposed Motion(s)/Recommendation(s)

Motion to approve 2026 budget scenario _____.

PARKLAND REGIONAL LIBRARY SYSTEM**Proposed 2026 Budget****Option A**

		Present Budget	Proposed Budget
		2025	2026
Income			
1.1	Provincial Operating Grant	1,045,242	1,045,242
1.2	On Reserve, On Settlement Grant	156,647	156,647
1.3	Membership Fees	2,178,075	2,234,174
1.4	Alberta Rural Library Services Grant	452,928	452,928
1.5	Interest Income	67,500	50,000
TOTAL Income		3,900,392	3,938,991
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	452,928	452,928
2.2	Allotment Funds Issued to Libraries	251,794	253,392
2.3	Computer Maint. Agree. Software licenses	236,627	242,398
2.4	Cooperative Collection Fund	30,000	25,000
2.5	eContent Platform fees, Subscriptions	66,850	73,000
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	11,025	9,600
2.9	Library Services Tools	6,700	8,000
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	66,608	67,092
2.12	Outlets - Contribution to Operating	800	600
2.13	Periodicals	1,000	0
2.14	ILL Postage for libraries	2,300	2,300
2.15	Supplies purchased Cataloguing/Mylar	19,000	26,600
2.16	Vehicle expense	58,000	58,000
2.17	Workshop/Training expense	14,000	16,000
PRLS Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	75,000	85,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Professional Development Materials (formerly reference)	2,600	3,600
TOTAL Support Materials & Services Direct to Libraries		1,423,188	1,451,466
Cost of Services			
3.1	Audit	25,000	23,500
3.2	Bank expenses	1,500	1,200
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	27,250	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	26,500	26,500
3.7	Janitorial/Snow removal/Outdoor maintenance expense	37,600	38,000
3.8	Photocopy	4,000	4,000
3.9	Salaries	1,828,510	1,844,451
3.10	Salaries - Employee Benefits	387,644	391,024
3.11	Staff Development	20,000	18,000
3.12	Supplies/Stationery/Building	29,000	21,400
3.13	Telephone	9,000	11,000
3.14	Travel	3,500	3,500
3.15	Trustee expense	26,000	26,000
3.16	Utilities	34,000	34,000
TOTAL Cost of Services		2,477,204	2,487,525
TOTAL Expenses (Library materials & cost of service)		3,900,392	3,938,991
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		9.81	9.99

Accepted

PARKLAND REGIONAL LIBRARY SYSTEM**Proposed 2026 Budget Option B**

Salary uses current grid with 5-yr blended cola added and step awarded

		Present Budget	Proposed Budget
		2025	2026
Income			
1.1	Provincial Operating Grant	1,045,242	1,045,242
1.2	On Reserve, On Settlement Grant	156,647	156,647
1.3	Membership Fees	2,178,075	2,303,502
1.4	Alberta Rural Library Services Grant	452,928	452,928
1.5	Interest Income	67,500	50,000
TOTAL Income		3,900,392	4,008,319
Support Materials & Services Direct to Libraries			
2.1	Alberta Rural Library Services Grant	452,928	452,928
2.2	Allotment Funds Issued to Libraries	251,794	253,392
2.3	Computer Maint. Agree. Software licenses	236,627	242,577
2.4	Cooperative Collection Fund	30,000	25,000
2.5	eContent Platform fees, Subscriptions	66,850	73,000
2.6	On Reserve, On Settlement Grant expenses	84,756	84,756
2.7	Freight	1,200	1,200
2.8	Internet Connection Fees	11,025	9,600
2.9	Library Services Tools	6,700	8,000
2.10	Marketing/Advocacy	20,000	20,000
2.11	Member Library Computers Allotment	66,608	67,092
2.12	Outlets - Contribution to Operating	800	600
2.13	Periodicals	1,000	0
2.14	ILL Postage for libraries	2,300	2,300
2.15	Supplies purchased Cataloguing/Mylar	19,000	26,600
2.16	Vehicle expense	58,000	58,000
2.17	Workshop/Training expense	14,000	16,000
PRL Circulating Collections			
2.18	Audio Book	5,000	5,000
2.19	eContent	75,000	85,000
2.20	Large Print	12,000	12,000
2.21	Programming Kits	5,000	5,000
2.22	Professional Development Materials (formerly reference)	2,600	3,600
TOTAL Support Materials & Services Direct to Libraries		1,423,188	1,451,645
Cost of Services			
3.1	Audit	25,000	23,500
3.2	Bank expenses	1,500	1,200
3.3	Bank Investment Fees	4,700	4,700
3.4	Building-Repairs/Maintenance	27,250	27,250
3.5	Dues/Fees/Memberships	13,000	13,000
3.6	Insurance	26,500	26,500
3.7	Janitorial/Snow removal/Outdoor maintenance expense	37,600	38,000
3.8	Photocopy	4,000	4,000
3.9	Salaries	1,828,510	1,901,505
3.10	Salaries - Employee Benefits	387,644	403,119
3.11	Staff Development	20,000	18,000
3.12	Supplies/Stationery/Building	29,000	21,400
3.13	Telephone	9,000	11,000
3.14	Travel	3,500	3,500
3.15	Trustee expense	26,000	26,000
3.16	Utilities	34,000	34,000
TOTAL Cost of Services		2,477,204	2,566,674
TOTAL Expenses (library materials & cost of service)		3,900,392	4,008,319
Surplus/Deficit		0	0
AMOUNT PER CAPITA REQUISITION		9.81	10.30

defeated

Complete Notes to the 2026 Budget

PARKLAND REGIONAL LIBRARY SYSTEM

Proposed 2026 Budget

	Present Budget 2025	Proposed Budget A 2026	Proposed Budget B 2026
Income			
1.1 Provincial Operating Grant	1,045,242	1,045,242	1,045,242
1.2 On Reserve, On Settlement Grant	156,647	156,647	156,647
1.3 Membership Fees	2,178,075	2,234,174	2,303,502
1.4 Alberta Rural Library Services Grant	452,928	452,928	452,928
1.5 Interest Income	67,500	50,000	50,000
TOTAL Income	3,900,392	3,938,991	4,008,319

Income – Line Details

1.1 Provincial Operating Grant

for budgeting purposes, the provincial operating grant rate is based on information from the Public Library Services Branch (PLSB) - for regional systems it will be calculated using 2019 population statistics at \$4.75 per capita - this rate is potentially subject to change annually

1.2 On Reserve, On Settlement Grant

The On Reserve, On Settlement grant from the PLSB is calculated at \$10.35 per capita based on First Nations reserve populations found within Parkland's service area. The grant is to enable library services to FN reserve residents. This is composed of two grants; the \$4.75 system operating grant and the \$5.60 per capita operating grant. The \$4.75 is used to fund operations of the regional system, the \$5.60 per capita is to fund various First Nations service initiatives. See line 2.6

- 1.3 Membership Fees** \$9.99/\$10.30 per capita requisition to municipalities to balance the budget, an eighteen/forty-nine cent increase per capita using the 2024 Municipal Affairs Population List
- 1.4 Alberta Rural Library Services Grant** grant received from Alberta Municipal Affairs for service to rural residents. Based on the PRLS membership agreement for those municipalities and municipal districts who do not appoint a library board, the grant is dispersed entirely to libraries as directed by these municipalities and municipal districts. Based on information from the PLSB, the grant will be calculated using 2019 population statistics at \$5.60 per capita – see line 2.1 under Support Materials & Services Direct to Libraries
- 1.5 Interest Income** reduced in 2026 - estimate based on the returns from the RBC Dominion investment program, any short-term investments, and current bank account; the budgeted amount is reflective of the anticipated return on investments



New Salary Grid

Explanation

For the last several years, Deputy Directors at Parkland were remunerated based on line 1 of the salary grid, the manager line. For the extra duties expected from the Deputy Director, an additional \$5,000 stipend was added to their salary.

With the retirement of Donna Williams, the role of Deputy Director has been fixed as a specific position within the organization. As a result, an additional line has been added to the salary grid specifically attributable to the Deputy Director. The new line was created after inquiring with the other library systems what their Deputies are paid and by comparing the approximate variations in the lines of the current Parkland grid. With the departure of two senior staff, the addition of the new salary line has no material effect on the salary line of the 2026 budget.

2026 also marks the year when, according to Parkland policy, it will be necessary to conduct another compensation review. At that time, all grid lines can be evaluated for their suitability.

With the addition of the new line on the salary grid, Parkland's Cost of Living and Compensation policy had to be changed. In the policy, it states *"The Deputy Director will receive a stipend in addition to their salary."* With a new grid line for the Deputy Director, the line referring to the stipend can be removed. A copy of the compensation policy demonstrating the revision has been included in your package. At their June 19th meeting, the Executive Committee passed a motion that the Board approve the Cost of Living and Compensation Policy as amended. Copies of the revised policy and grid are included with your package.

Outcome Statement

Decide whether to approve the change in the Compensation Policy.

Proposed Motion(s)/Recommendation(s)

Motion to approve the Compensation Policy as amended.

*Carried
52-55*

2025 Base Grid

	1	2	3	4	5	6	7	8	9
1	\$98,305	\$101,871	\$105,566	\$109,394	\$113,362	\$117,474	\$121,734	\$126,150	\$130,725
2	\$86,257	\$89,386	\$92,628	\$95,988	\$99,469	\$103,077	\$106,815	\$110,689	\$114,704
3	\$78,293	\$81,132	\$84,075	\$87,124	\$90,284	\$93,559	\$96,952	\$100,468	\$104,112
4	\$65,480	\$67,855	\$70,316	\$72,867	\$75,510	\$78,248	\$81,086	\$84,027	\$87,075
5	\$57,440	\$59,523	\$61,682	\$63,920	\$66,238	\$68,640	\$71,130	\$73,710	\$76,383
6	\$48,189	\$49,937	\$51,748	\$53,625	\$55,570	\$57,585	\$59,674	\$61,838	\$64,081
7	\$40,335	\$41,797	\$43,313	\$44,884	\$46,512	\$48,199	\$49,947	\$51,759	\$53,636

1	Deputy Director
2	Supervisor of Finance & Operations/Manager of Technology Infrastructure/Collections Librarian
3	Consultant Librarian/Marketing Specialist
4	Network Support Technician
5	Application Support Technician/Collections Technician/Library Services Technician/ Library Services Technician: Programming and Training/Office Administrator/Operations Coordinator
6	Finance Clerk II/Operations Clerk
7	Finance Clerk I/Delivery Driver

*Probation period is one year for line 1-3

*Probation period is 6 months for lines 4-6

4.4.10 Cost of Living and Compensation

PRLS prides itself on being a service oriented, progressive, and innovative employer.

In order to ensure that employees understand the goals and outcomes of the process, the compensation policy is intended to be fair and simple. While it is sensitive to the financial realities of PRLS, it is intended to ensure that PRLS consistently attracts and retains the staff necessary to meet the needs of its members. All human resource decisions made by the Board will align with this policy.

Principles that guide our staff compensation:

- we pay what the position is worth to the organization with consideration to market value.
- we recognize the skills and qualifications needed to do the job.

Compensation at PRLS meets the following objectives:

- provides employees information about pay guidelines and salary ranges.
- supports a flexible organization that accommodates differences and changes in job requirements.
- reflects compensation that is comparable with the relevant labour market.
- provides guidelines to ensure that comparable jobs are paid equitably across the organization.
- rewards experience through movement on the grid to signify the increasing value of the employees and encourage retention.
- complies with Alberta Employment Standards and is subject to legislative change.

PRLS needs employees with a professional approach to their work, who are committed to PRLS' success and responsive to the changing needs of its members. The compensation strategy is a tool to ensure that we are able to attract and retain the employees we need to be successful.

We will strive to provide a total compensation package that is competitive when employees are qualified and performing at a satisfactory level. The total compensation package includes a salary, plus indirect compensation including such benefits as medical, dental, pension plan, vacation time, sick time, and other types of paid leave; paid breaks, staff development, and opportunities for continuing education.

When considering compensation, we consider the rates paid for comparable positions by the following:

- Librarians and Library Technicians: Red Deer Public Library and other mid-sized Alberta public libraries; Edmonton and Calgary Public Libraries.
- IT staff: similar sized organizations in Alberta.
- Operations staff: governmental organizations in Central Alberta.

Each position is assigned a pay level on the salary grid based on the qualifications and skill needed to perform at a satisfactory level. Experience is recognized through movement up the salary grid assigned to the position. Staff who have maintained an acceptable level of performance will receive a step increase on the anniversary date from when they were hired. However, staff hired before January of 2025 will continue to receive their salary increase in January.

In all cases, staff must have worked six months within their work year to qualify for a step increase on the grid. For those who were hired prior to January 2025, that means the employee must have worked at least six months within that calendar year. For those hired after January 2025, they must work at least six months within the twelve-month period between the anniversary dates of their hire.

Long service recognition is based on five-year increments and recognized through a monetary reward.

In order to ensure that the grid remains current, an optional blended, five-year cost of living adjustment (COLA) may be added to the entire salary grid. It will be based on the change in the Consumer Price Index (CPI), as reported by Statistics Canada, for 12 months ending January 31 for the year previous to the budget year.

When COLA is calculated, years where there is a negative or "0%" CPI, staff will not see a reduction in their salaries but the negative or 0% CPI will be included in the five-year blended COLA calculation.

When staff reach the last step of their line on the salary grid, they may only be eligible for an increase in salary equal to the percentage increase of the optional blended COLA in the year it is added to the grid. Salaries are to never exceed the amount of the final step of each salary line.

~~The Deputy Director will receive a stipend in addition to their salary.~~

At the discretion of the Director, employee's salaries may be adjusted up to a double increment, to be awarded on their anniversary date. Any raise that is more than a double increment must be approved by the Executive Committee.

The advancement of part-time employees up the salary grid will be administered in the same way as for full-time employees.

Salaries of contractual employees are governed exclusively by the parameters disclosed within their contracts.

The Director's salary is negotiated separately and is not included within the salary grid.

The entire grid will be reviewed externally a minimum of every three years.



Advocacy & Marketing Report

Explanation

Resolution for Alberta Municipalities Conference

Parkland has continued to have a prominent role in provincial advocacy. Included in your package is the final version of the resolution being presented at the Alberta Municipalities conference in the fall along with a joint letter from Calgary Public Library's CEO Sarah Meilleur requesting a meeting with the new Minister of Municipal Affairs, Dan Williams, and congratulating him on his new portfolio.

As a follow up to the letter addressed to Williams, Parkland has also sent an almost identical letter to Nate Horner, the President of the Treasury Board and Minister of Finance. Minister Horner will also receive a copy of the resolution.

Subsequently, representatives from Calgary and Parkland have been invited to a meeting with Dan Williams and his staff to discuss library funding and the proposed resolution in the afternoon of the Parkland board meeting. A list of those attending is included below:

Government of Alberta attendees:

- Dan Williams, Minister of Municipal Affairs
- Greg Smith, Chief of Staff
- Jonah Mozeson, Deputy Minister
- Jana Tondur, Executive Director DMO
- Diana Davidson, Director, Public Library Services Branch

Calgary Public Library attendees:

- Sarah Meilleur, CEO
- Evan Legate, Chair

Parkland Regional Library System attendees:

- Ron Sheppard, Director
- Barb Gilliat, Board Chair, Village of Alix
- Gord Lawlor, Advocacy Committee Member, Town of Stetter

Carried

The achievement of obtaining this meeting with the new minister is testimony to Parkland's long term advocacy efforts and demonstrates Parkland's importance provincially.

Also included with this package is a list of libraries that have either identified a need for additional operational funding or, assistance with marketing their services. The list was created based on feedback provided through a member feedback survey provided to libraries late last



year. Parkland staff plan on contacting libraries directly to offer assistance with both marketing and advocacy.

Social Media Strategy

Parkland staff have created a new social media strategy. The last social media strategy was implemented in 2021 and was quite basic. The new strategy expands on goals, target audiences, platforms, and content. The aesthetic of the new strategy remains the same, the main change would be pivoting away from posting mostly collections-based content and including posts on PRLS services, highlighting member libraries, and advocacy. We would like to differentiate ourselves from public libraries and use our content to communicate with member library staff, as well as educate the public on our services and purpose. Please see the goals from our strategy listed below, as well as the full strategy included in your package.

Goal 1

Increase member library staff awareness of services offered by PRLS by achieving an increase in individual service awareness on awareness survey results by five percent overall by May 2026*.

Goal 2

Support public awareness of library services by posting at least twice per month regarding library services and highlighting member libraries at least once per month.

Goal 3

Drive municipal and provincial advocacy goals by posting relevant statistics, stories, and campaigns four times per year and encouraging board members to follow us on social media.

*Goal dates may need to be adjusted based on implementation dates

Municipal Advocacy Materials

Parkland staff have completed a number of municipal advocacy materials for member library staff and boards to use in the upcoming municipal election. These documents will be made available on the Parkland website for member library boards to use. An email will be sent out and telephone calls will be made to member libraries offering further assistance from the Advocacy Committee. The documents listed below are available on our website at:

<https://prl.ab.ca/about-us/2025-municipal-elections> .

- Press release template
- Letter templates for candidate meeting request, councilor welcome, and library value statement
- Leave behind one-pager template
- Social Media Templates
- Storytelling guide
- Election Advocacy Activities for Trustees



September 11, 2023
Agenda Item 3.6
Submitted by Hailey Halberg

Outcome Statement

For your information. No action required.

Proposed Motion(s)/Recommendation(s)

Motion to receive for information.



2026 Meeting Dates

Please review the accompanying dates and document. They contain the tentative times for Parkland's 2026 board meetings which need to be reviewed by the Board at the organizational meeting in November. Also included are the dates of other significant events that board members need to be conscious of when planning meetings.

February 26, 2026	10:00 a.m. – 12:00 p.m. (Annual Report, Year in Review)
May 21, 2026	10:00 a.m. – 12:00 p.m. (2025 Financial Statements presented)
September 17, 2026	10:00 a.m. – 12:00 p.m. (Budget presented)
November 19, 2026	10:00 a.m. – 12:00 p.m. (Organizational meeting)

The board will need to decide if it wants to continue meeting using Zoom or return to in-person meetings. If the board returns to in-person meetings, Parkland lacks the technology to record them. Zoom meetings are recorded and publicly available on our website. Recording in-person board meetings would require a significant upgrade in technology. Parkland also lacks the technology to host hybrid board meetings. Meetings need to be either entirely in-person or virtual.

The Executive Committee will select their 2026 meeting dates at their December meeting following the November organizational board meeting.

Outcome Statement

- Agree to board meeting dates for 2026
- Decide if the board wishes to meet in-person or virtually.

Proposed Motion(s)/Recommendation(s)

Motion to receive the 2026 board meeting dates for information.



PRLS Notable Dates 2026

January 1	New Year's Day
February 16	Family Day
February 26	Parkland Board Meeting
March 16-18	RMA Convention and Trade Show
April 3	Good Friday
April 6	Easter Monday
May 18	Victoria Day
May 21	Parkland Board Meeting
July 1	Canada Day
August 3	Civic Holiday
September 7	Labour Day
September 17	Parkland Board Meeting
September 30	National Day for Truth and Reconciliation
October 12	Thanksgiving
November 2-5	RMA Convention
November 11	Remembrance Day
November 19	Parkland Board Meeting
December 25	Christmas Day
December 26	Boxing Day
December 29-31	Board Days



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LABOURING OVER POST-LABOUR DAY LABOUR UPDATES

Aaron Singleton

The leaves are slowly turning yellow. The morning air brings a crisp sensation to your breath. Children are heading back to the classroom (at least for now). Municipal candidates are ramping up their campaigns for an October 20th election date. And Alberta's MLAs are just one-and-a-half months from returning to the Legislature.

Autumn is officially on our doorstep.

The speculation surrounding the upcoming fall sittings seems to suggest that Premier Danielle Smith and the UCP Government will kick off a brand-new session with a speech from the throne. If this is indeed the case, all outstanding business on the Order Paper will be "killed" with MLAs starting with a completely blank slate. If there is anything that is currently on the order paper that MLAs wish to continue debating, it will need to be reintroduced from the first steps.

This would not be surprising as the only throne speech that has occurred since the last election was read when this current term began.

But speaking of 'fresh starts', we wanted to spend some time in this issue of *The NEWS* talking about two of the major labour dispute updates in our province. We will dive into two very different tales – one of a new collective bargaining agreement and the other that finds itself in a dissimilar position.

A New Agreement for AUPE

On September 3rd, members of the Alberta Union of Provincial Employees cast their vote on a tentative agreement that ultimately resulted in the ratification of a new collective bargaining agreement (CBA) with the Government of Alberta. The new CBA passed with 63.5 per cent of members who voted in support. Approximately 71 per cent of the eligible membership cast a vote.

This means that about 23,000 public sector employees will not be commencing strike action, nor will the Government of Alberta lockout employees. Staff impacted by the new agreement include administrative professionals (including judicial clerks and other courthouse staff), correctional staff, social workers, some Sheriffs, and wildfire fighters.

For much time, many Albertans were bracing themselves for a potentially different outcome in this labour dispute. This past May, AUPE brought a strike action vote to its membership as it related to this round of bargaining. It passed with 90 per cent support following the rejection of the government's offer at the time.

As the expiration of that strike vote was set for this week, a strike or lockout were very narrowly avoided.

The new agreement will expire at the end of March 2028.

As part of the deal, provincial employees will see a 12 per cent increase over the next four years (3 per cent per year) along with some other increases (such as bumping up all base salaries that fall below Alberta's living wage of \$22.65 to that level). The retroactive portions of the agreement are to be paid out to members within 90 days of ratification.

An Update on Teacher Bargaining as the School Year Begins

Although AUPE is entering the fall with a new deal, many questions remain about the ongoing negotiations between Alberta's teachers and the province. The school year is fully underway, but many are wondering if there will be labour disruption in the near future.

Like AUPE, members of the Alberta Teachers' Association (ATA) voted overwhelmingly in favour of strike action with 94.5 per cent of votes in support. The Teachers' Employer Bargaining Association (TEBA) has also voted in favour of a lockout mandate. Both votes are a normal part of the labour negotiation process to allow the union and the employer to respond quickly to a dispute, if needed.

As families across the province would be significantly impacted by either a strike or a lockout, it is not surprising that this round of negotiations is gaining significant traction in the news cycle.

Tensions have been rising in public statements between the two sides in recent weeks. Over the weekend, ATA president



AARON SINGLETON

Associate - Digital Campaigns

Aaron brings years of political experience to our already strong government relations team. He leads Alberta Counsel's digital campaign portfolio which has quickly grown to include public relations support on issues ranging from the grassroots level to national reach. Having been trained by a leading digital organizer in the United States, he is well-equipped to take your digital campaigns to the next level by supporting clients' existing government relations objectives.

He earned a BA in Political Science from the University of Alberta and brings additional experience supporting progressive campaigns at both the provincial and federal level since 2011.

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ALBERTA COUNSEL

Jason Schilling told media that there have been no discussions since late-August.

In an interview with CTV News, Schilling indicated that, "teachers are looking for (a) fair compensation for the fact that they've only received a 5.75 per cent increase in the last 10 years. Inflation and other costs of life measures have gone up greatly since then, so teachers are looking for a salary that will make up for a loss of inflation, keep up with current inflation, but also reflect the increasing workload that they're seeing in their classrooms."

In other media interviews, Schilling has also pointed to how Alberta's consumer price index has risen by about 17 per cent over the same period.

On Friday, Finance Minister Nate Horner issued a statement regarding the ongoing negotiations, airing a few details about what the government indicates was included in their offer.

"On August 26, Teachers' Employer Bargaining Association (TEBA) proposed a settlement that agreed to provide the hiring commitment requested by the ATA - hiring 3,000 new teachers over the course of the three school years of the agreement. TEBA's proposal additionally included a similar compensation offer that was previously recommended by the ATA to their members."

The same release also included details that the offer featured the same 12 per cent increase over four years that the AUPE membership accepted last week.

Minister Horner's statement also says "TEBA remains ready to return to the table to secure a fair agreement." In response, Schilling told media that "the last time I checked, phones work both ways," Schilling said. "If government is interested in sitting down, and they say that they respect and value the work that teachers do, they also can pick up the phone and give us a call to say, 'Hey, let's have a conversation.'"

The strike vote from the ATA membership is valid until October 7, 2025.

Bonus Update - HSAA Tentative Agreement Ratification Vote Ends This Week

Another major bargaining process is underway in the province as the members of the Health Sciences Association of Alberta are nearly done the voting period to ratify their tentative agreement. As was offered to AUPE and the ATA, HSAA members were offered a 12% increase over the next four years along with additional market adjustments for specific job classifications. There were also additional benefits such as professional fee reimbursement and increased premiums for on-call, preceptor, and long-service pay.

While the union has brought forward the tentative agreement to its membership for consideration, it did not come with a glowing endorsement. In the union's update to members on August 14th, it is said that "your Bargaining Committee and Board of Directors agree this is the most that can be obtained through formal mediation. The final decision on whether to ratify the agreement is up to you."

The ratification voting period for HSAA members concludes on September 10th. According to the HSAA website, a strike vote cannot occur for at least 14 days following the failure of mediation (this also applies to the employer conducting a lockout vote).



POLITICAL EVENTS

NDP – Highwood Fundraiser on the Farm

Saturday, September 13th @ 5:00PM

Location: Okotoks Farm

- Join Naheed Nenshi and Heather Sweet for a fundraiser.
- Tix: \$125+ (albertandpcaucus.ca/events)

UCP – An Evening with Mike Ellis & Mickey Amery

Wednesday, September 17th @ 6:30PM

Location: Canadian Brewhouse (Calgary Harvest Hills)

- Join Mike Ellis and Mickey Amery for a casual social evening.
- Tix: \$150 (unitedconservative.ca/events)

NDP – Ask Me Anything Townhall

September 25th @ 7:15PM

Location: Arbour Lake Residents Association

- Join Court Ellingson for a free townhall event.
- Tix: Free (albertandpcaucus.ca/events)

UCP AGM

November 28th – 30th, 2025

Location: Edmonton Expo Centre

- Join the United Conservative Party for their annual general meeting.
- Tix: \$119-\$999 (unitedconservative.ca/events)



AILEEN BURKE

Director- Nonprofit and Voluntary Sector (NPVS)

Aileen holds an MA in Political Science and has been a part of creating and adapting policy and procedure, complex problem solving, and has significant knowledge of the non-profit industry and municipal politics. Aileen has run for all levels of government and has significant experience working on election campaigns.

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Source: Alberta.ca

KEY INFLUENCER PROFILE

DENNIS COOLEY

DEPUTY MINISTER OF ASSISTED LIVING AND SOCIAL SERVICES

Scott Ratch

Dennis Cooley was recently appointed Deputy Minister of Assisted Living and Social Services in August 2025, under Minister Jason Nixon. With over 20 years of executive leadership in social service delivery across federal, provincial, and territorial governments, Cooley brings proven expertise to advance the ministry's mandate.

Prior to this appointment, Cooley served as Deputy Minister of Justice with the Government of Saskatchewan. From 2017 to 2023, he held executive positions with

the Government of Alberta, including Associate Deputy Solicitor General and later Deputy Minister of Public Safety and Emergency Services. He also previously served as Deputy Minister of Justice in the Government of Yukon. In this role, he led several initiatives to advance access to justice, including establishing the Community Wellness Court and leading the redevelopment of Yukon's correctional system.

Cooley began his public service career with the federal government, serving in various departments, including Statistics Canada and the Correctional Service of Canada. His research background spans criminal justice policy, corrections, and the sociology of law and social control. He holds a PhD in Sociology from the University of Manitoba, along with a Bachelor of Arts and Master of Arts from Carleton University.



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THE NEWS

from ALBERTA COUNSEL

Alberta's Premier Review of
Politics and Government Vitality



PASCAL RYFFEL
VP of Corporate
Development and
Government Relations

After completing his MA in Media and International Development, Pascal spent four years with the Alberta NDP Caucus. Pascal has been directly involved in Alberta politics for almost two decades, including as a candidate in 2008, and has a deep and current knowledge of Alberta politics. Pascal has been with Alberta Counsel since 2015.

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ALBERTA COUNSEL

AT A GLANCE

In the Media

Strike Action Averted for Provincial Civil Servants

A mediated deal between the provincial government and the Alberta Union of Provincial Employees (AUPE) has been accepted by members, averting a potential strike. Members voted on the mediator-recommended contract, which includes a 12 per cent wage increase over four years. The agreement was passed with 63 per cent in favour, and a 71 per cent voter turnout.

Minister of Finance, Nate Horner, stated: "The agreement balances competitive compensation with long-term stability for both employees and the public service." Union president, Guy Smith, commented: "This has been a difficult process, and members had to weigh tough choices."

Provincial Government Pauses School Library Book Ban

The Government of Alberta has suspended enforcement of its directive to remove books deemed to contain "explicit sexual content" from school libraries, following backlash. Premier Danielle Smith confirmed that the ministerial order is being rewritten to focus solely on excluding books with graphic sexual images. An earlier draft list from Edmonton Public Schools included more than 200 titles, including classical works, prompting public concern about the policy's overreach.

Education Minister, Demetrios Nicolaidis, has instructed all school divisions in the province to halt removal efforts "until further notice," pending issuance of updated guidelines.

Alberta Unveils New Jobs Strategy

Alberta has introduced the Alberta Jobs Strategy, a comprehensive plan to boost employment through enhanced training, education, and workforce readiness. The strategy is structured around four key pillars: career awareness, career readiness, removing barriers, and employer focus. It combines nearly 50 existing programs, such as literacy and foundational learning support, Indigenous employment partnerships, and health workforce initiatives.

"The Alberta Jobs Strategy is about empowering people in Alberta to seize the opportunities of tomorrow, with the training, support and information they need to succeed. This strategy reflects our government's commitment to creating opportunity, unlocking potential and positioning Alberta as a global hub for talent, innovation and long-term prosperity," commented Minister of Jobs, Economy, Trade and Immigration, Joseph Schow.

New Health Corporations Begin Operations

Alberta has launched three specialized provincial health corporations, Cancer Care Alberta, Give Life Alberta, and the Emergency Health Services Provincial Corporation, aimed at enhancing patient-centered and efficient care in essential health areas. These entities were established following spring regulatory changes that transferred responsibilities from Alberta Health Services to Acute Care Alberta.

Minister of Hospital and Surgical Health Services, Matt Jones, commented: "These new organizations ensure critical health services are delivered with strong leadership, accountability and a focus on quality. Albertans will continue to access care as always but with improved coordination and outcomes."



SCOTT RATCH
Grant Writing Associate

Scott has recently completed a Bachelor of Arts degree in political science at the University of Alberta. While at university, he completed a co-op term as a Student Policy Analyst with the Government of Canada and served as an editor for the Political Science Undergraduate Review (PSUR).

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ALBERTA COUNSEL

ALBERTA FIRST NATIONS BREAK NEW GROUND⁶⁰ IN CANADA'S CAPITAL MARKETS

Scott Ratch

Six Alberta First Nations have taken an unprecedented step by formally entering Canada's capital markets with the launch of First Nations Financial Markets (FNFM). The move could serve as a critical economic milestone, cementing Indigenous participation in the broader financial system and advancing reconciliation.

FNFM was created through the collaboration of the Sawridge First Nation, Cold Lake First Nation, Athabasca Chipewyan First Nation, Heart Lake First Nation, Fort McMurray 468 First Nation, and Whitefish Lake 128 First Nation. Together, these communities have acquired a majority stake in Agentis Capital Markets, a firm regulated by the Canadian Investment Regulatory Organization (CIRO).

Agentis Capital brings a strong track record to the venture. The boutique advisory firm has worked on nearly \$75 billion in completed transactions worldwide and has been recognized for its expertise in infrastructure project development. This combination of expertise provides FNFM with a foundation of credibility and technical know-how, while Indigenous ownership introduces a more inclusive vision for the Canadian finance industry.

A Direct Pathway to Prosperity

The newly established investment dealer aims to carve out a space for Indigenous participation in the high-stakes world of capital markets and advance commercial opportunities. FNFM will work with institutional clients to assist them in acquiring capital by accessing equity and debt markets. While the company will build on several years of experience in the mining sector, it plans to expand into energy, infrastructure, oil and gas, technology, and other industries.

The launch of FNFM could serve as a turning point in Indigenous economic participation. It aims to help Indigenous communities unlock meaningful commercial opportunities by broadening their access to Canada's financial system. The firm will work with corporate and government partners to finance various projects, which could potentially include the Government of Alberta and the Canada Pension Plan.

Robert Van Belle, managing partner with Agentis Capital, commented that "The launch of First Nations Financial Markets marks a significant development in Canada's financial and economic reconciliation landscape."

Chief Isaac Twinn of Sawridge First Nation emphasized the broader significance of the initiative: "The creation of FNFM is a concrete step toward increasing First Nations presence and influence in the modern economy."

He added that "This partnership exemplifies a practical approach to Indigenous economic revitalization - one guided by collaboration, reciprocity, and relationships, with recognition that Indigenous leadership is essential to driving meaningful economic advancement for First Nations."

Addressing Barriers in Finance

Historically, the lack of access to working capital has served as a longstanding obstacle to growth for Indigenous communities and entrepreneurs across the country. While Canadian companies in general enjoy a 90 per cent loan approval rate, that number drops to 58 per cent for Indigenous businesses, according to Export Development Canada.

Additionally, the formation of FNFM represents a shift in how Indigenous communities traditionally engage with government and the private sector during project development. As Chief Twinn put it, "decisions have long been made around us and about us, rather than with us." FNFM aims to prioritize Indigenous investors and leaders as active participants in shaping projects, transactions, and investments from the outset, rather than simply being consulted after decisions are made.

As such, the formation of FNFM offers the potential to help overcome systemic barriers that have long hindered First Nations business development. It also creates a platform to equip future generations of Indigenous leaders with vital experience in business and finance.

A National Model

In 2023, Export Development Canada estimated that Indigenous businesses already contributed \$50 billion annually to the Canadian economy. With initiatives like FNFM, these figures are poised to grow moving forward.

Van Belle stated that FNFM remains open for more First Nations partners to potentially join. He believes that the formation of FNFM offers a model that can be replicated, unlocking lasting opportunities for Indigenous-led participation in capital markets nationwide.

This is especially important given that Canada looks to accelerate the development of major resource and infrastructure projects over the next few decades. Initiatives that expand First Nations' access to capital and finance could play a critical role, as Canada seeks to diversify and reduce its reliance on the United States.

Moreover, Chief Twinn emphasized that the broader significance this initiative brings towards cementing prosperity for future generations. "By being majority First Nations-owned, we are placing ourselves in the driver's seat in this economic development initiative," he added. "This is not just about today. It's about cementing prosperity for future generations."

Agenda item 11 (continued)**Recommended Motion:**

Motion by Councillor _____ that Council accepts the submitted reports as information.

Regular Council Meeting: September 22, 2025.	Agenda Items: 12.a / 12.b / 12.c
Prepared by: Arno Glover	Approved by: Mayor Randy Brown

Agenda item 12
CLOSED SESSION OF COUNCIL ("in camera")

Motion 12.a

Moved by Councillor _____ at _____pm that Council moves to an "in-camera" session.

Agenda item 12.a Property Development (Confidential).

This closed meeting of Council is permitted by section 197(2) of the MGA.

An exception to disclose under Division 2 of Part 1 of the Access to Information Act, Statutes of Alberta 2024, Chapter A-1.4 (as amended over time) therefore applies on the basis of: Section 32 "privileged information".

Agenda item 12.b Staffing (Confidential).

This closed meeting of Council is permitted by section 197(2) of the MGA.

An exception to disclose under Division 2 of Part 1 of the Access to Information Act, Statutes of Alberta 2024, Chapter A-1.4 (as amended over time) therefore applies on the basis of: Section 20 "harmful to personal privacy".

Agenda item 12.c SRDRWC (Confidential).

This closed meeting of Council is permitted by section 197(2) of the MGA.

An exception to disclose under Division 2 of Part 1 of the Access to Information Act, Statutes of Alberta 2024, Chapter A-1.4 (as amended over time) therefore applies on the basis of: Section 28 "local public body confidences".

Motion 12.b

Moved by Councillor _____ at _____pm that Council return to an "open meeting" of Council.

Motion 12.c

Resolution(s) (if applicable)