



COUNCIL MEETING

Wednesday, June 10, 2026

10:00 AM

Join Us

In Person

County of Stettler No. 6

Administration Building

On YouTube

www.YouTube.com/StettlerCounty

By Zoom

www.StettlerCounty.ca/Zoom

By Phone

578-328-1099

Meeting ID: 237 185 7702

Passcode: 660244

In the spirit of Truth and Reconciliation, the County of Stettler No. 6 acknowledges that we gather, live, and work on Treaty 6 and 7 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

Thank you for respecting our commitment to Scent Reduction in the workplace.

1. Call to Order

2. Agenda Additions and Approval

3. Approval of the Minutes

3.1 Regular Council Meeting - April 8, 2026 Page 5

3.2 Regular Council Meeting - May 13, 2026 Page 13

3.3 Regular Council Meeting - May 27, 2026 Page 20

3.4 Committee of the Whole Meeting - May 19, 2026 Page 28

4. Public Hearing

5. Delegation

6. Council's Request for Information

7. New Business

7.1	Request for Decision: 2026 Ortho Photo Acquisition	Page 31
7.2	Request for Decision: Community Investment Program Intake 2026-02	Page 33
7.3	Request for Decision: Botha Stormwater RFD	Page 73
7.4	Request for Decision: Award Boehlke's Pond RFP	Page 77
7.5	Request for Decision: Policy AF 6.32 - Privacy Management Program	Page 80
7.6	Request for Decision - Scheduling Committee of the Whole Meetings	Page 107
7.7	Request for Decision: Policy AG 3.14 - Agricultural Tankloader Station Use	Page 109

8. Old Business

9. Agenda Items

9.1	Fire Update	
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10. Bylaws

11. Reports

11.1	Chief Administrative Officer's Report	Page 113
11.2	Financial Reports	
11.2.1	Year-to-Date Budget	Page 169
11.2.2	Bank Reconciliation (April)	Page 182
11.2.3	Payment Register	Page 183
11.3	Councillor Fee Sheets	Page 191
11.4	Councillor Committee Reports	
11.4.1	Buffalo Lake Intermunicipal Development Steering Committee (Councillor Stevens)	

- 11.4.2 Buffalo Lake Management Team (Councillor Stevens)
- 11.4.3 Clearview School Resource Officer Committee (Councillor Stevens)
- 11.4.4 County of Stettler Housing Authority (Councillors Nibourg & Walker)
- 11.4.5 County of Stettler Recreation Board (Councillor Stevens)
- 11.4.6 District 2 Directors' Meeting: Rural Municipalities of Alberta (Reeve Clarke & Councillor Gano)
- 11.4.7 Land Use Bylaw & Municipal Development Plan Steering Committee (Councillors Hunter, Nibourg & Stevens)
- 11.4.8 Health Professional Attraction & Retention Committee (Reeve Clarke & Councillor Stevens)
- 11.4.9 Heartland Regional Fire Steering Committee (Councillors Adam, Gano & Hunter)
- 11.4.10 Parkland Regional Library Board (Councillor Adam) Page 198
- 11.4.11 Red Deer River Municipal Users Group (Councillor Walker)
- 11.4.12 Shirley McClellan Regional Water Services Commission (Reeve Clarke)
- 11.4.13 Stettler and District Family & Community Support Services (Councillor Adam & Nibourg)
- 11.4.14 Stettler Board of Trade (Reeve Clarke)
- 11.4.15 Stettler District Ambulance Association (Councillor Adam & Stevens)
- 11.4.16 Stettler Public Library Board (Councillor Adam) Page 200
- 11.4.17 Stettler Regional Emergency Management Agency (Councillors Adam & Hunter)
- 11.4.18 Stettler Regional Fire Department Transition Committee (Reeve Clarke, Councillors Nibourg & Stevens)
- 11.4.19 Stettler Town & Country Museum (Councillor Walker)
- 11.4.20 Stettler Waste Management Authority (Councillors Gano &

Walker)

12. Correspondence

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| 12.1 | Alberta Land Titles & Surveys: Request for Comment on Foreign Acquisition/Transaction Requiring an OC Exemption to the Foreign Ownership of Land Regulations | Page 201 |
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13. Consent Agenda Items

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| 13.1 | Summer Village of White Sands: CC'ed Letter to Ministry of Transportation and Economic Corridors | Page 204 |
| 13.2 | Parkland Regional Library System - Newsletter & Minutes | Page 206 |
| 13.3 | Stettler Public Library - 2025 Fact Sheet | Page 214 |

14. In-Camera Session

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| 14.1 | Rail Connector
<i>ATIA Section 19: Disclosure harmful to business interests of a third party</i> | |
| 14.2 | Legal Update
<i>ATIA Section 32: Privileged information</i> | |

15. Next Meeting

The next Regular Council Meeting is scheduled for Wednesday, June 24, 2026.

16. Adjournment

MINUTES OF THE COUNTY OF STETTLER NO. 6 REGULAR COUNCIL MEETING HELD ON WEDNESDAY, APRIL 8, 2026 AT 10:00 AM. THE MEETING WAS HELD IN THE COUNTY OF STETTLER NO.6 ADMINISTRATION BUILDING COUNCIL CHAMBERS IN STETTLER, ALBERTA AND ALSO VIA TELECONFERENCE

Present: Reeve Larry Clarke
Deputy Reeve Allan Gano
Councillor Wade Hunter
Councillor Justin Stevens
Councillor Janet Adam
Councillor Clint Walker
Councillor James Nibourg

Yvette Cassidy Chief Administrative Officer
Niki Thorsteinsson, Director of Communications (via Zoom)
Andrew Brysiuk, Director of Municipal Services
Greggory Jackson, Director of Operations
Michelle Hoover, Legislative Assistant
Lorraine Hankins, Manager of Recreation & Insurance (10:00-10:50 am & 1:02-1:17 pm)
Christa Cornelssen, Director of Corporate Services (10:50-12:18 pm)
Teresa Walker, Accounting Technician (10:54-11:42 am)

Landin Chambers, Hometown Media (10:00-11:42 am & 1:02-1:24 pm)
Jolene Kobi, Gitzel & Company (10:48-12:18 pm)
John Schofer, Byemoor Bull-A-Rama (1:02-1:15 pm)
Jordon Christianson, Special Areas (via Zoom) (1:24-2:12 pm)
Ted Szumins, Bashaw Health & Wellness (2:13-2:36 pm)
Georgina Gaudet, Bashaw Health & Wellness (2:13-2:36 pm)
Karen Webster, Bashaw Health & Wellness (2:13-2:36 pm)

CALL TO ORDER

The County of Stettler No. 6 Council meeting was called to order at 10:02 am on Wednesday, April 8, 2026, by Reeve Clarke.

AGENDA APPROVAL

117.04.08.26 Moved by Deputy Reeve Gano

“that Council approve the County of Stettler No. 6 Council agenda for the April 8, 2026 meeting with the following amendments:

- 5.2 John Schofer, Byemoor Bull-A-Rama (1:00 pm) ~~Bashaw & District Regional Health & Wellness Foundation: Update on the Bashaw Medical Clinic (2:00 pm)~~
- ~~5.2~~ 5.3 Bashaw & District Regional Health & Wellness Foundation: Update on the Bashaw Medical Clinic (2:00 pm)
- 14.2 Bill 28 Discussion (ATIA Section 29: Advice from officials)
- 14.3 Follow-up to Railway Meetings (ATIA Section 19: Disclosure harmful to business interest of a third party).”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

MINUTE APPROVAL

118.04.08.26 Moved by Councillor Walker

“that the draft minutes for the following County of Stettler No. 6 Council meeting a be approved as presented:

- Regular Council Meeting – March 10, 2026
- Regular Council Meeting – March 25, 2026.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

COUNCIL’S REQUEST FOR INFORMATION

Road Maintenance (Reeve Clarke & Councillor Hunter)

119.04.08.26 Moved by Councillor Hunter

“that Council directs Administration to add a road maintenance discussion to the agenda of a future Committee of the Whole.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

NEW BUSINESS

Request for Decision

RE: Clearview Regional Bursary

120.04.08.26 Moved by Councillor Hunter

“that the County of Stettler decline participation in the Clearview Regional Bursary at this time.”

In-Favour: Nibourg, Walker, Hunter, Gano and Clarke

Opposed: Adam and Stevens

Carried Unanimously

Request for Decision

RE: Proclamation of National Volunteers Week

121.04.08.26 Moved by Councillor Nibourg

“that the County of Stettler proclaim the week of April 19 - April 25, 2026, as National Volunteer Week.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

PUBLIC HEARING

None

OLD BUSINESS

None

Jolene Kobi joined the meeting at 10:48 am.

Lorraine Hankins left the meeting at 10:50 am. Christa Cornelssen joined the meeting at 10:50 am.

AGENDA ITEMS

Fire Update

Administration provided an update to Council.

122.04.08.26 Moved by Councillor Stevens

County of Stettler No. 6 Regular
Council Meeting – April 8, 2026

2

“that Council instructs Administration to bring back final financial information regarding the separation between Heartland Regional Fire and Town of Stettler Fire.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Teresa Walker joined the meeting at 10:54 am.

123.04.08.26 Moved by Councillor Nibourg

“that Council receives the Fire Update for information.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Introductions were completed.

DELEGATION

Jolene Kobi, Gitzel & Company Chartered Professional Accountants
RE: 2025 Financial Audit

The auditor reviewed the 2025 financial audit with Council. The County of Stettler received another clean audit report.

Landin Chambers and Teresa Walker left the meeting at 11:42 am.

124.04.08.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 enter into an in-camera session, as designated under Section 22: Confidential evaluations of the Alberta Access to Information Act at 11:42 am.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

125.04.08.26 Moved by Councillor Stevens

“that the County of Stettler No. 6 Council exit the in-camera session at 12:15 pm.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

NEW BUSINESS CONT.

Request for Decision

RE: Approval of the Audited Financial Statements 2025

126.04.08.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 approve the 2025 Financial Statements for the year ended December 31, 2025, as prepared and presented by Gitzel & Company Chartered Professional Accountants.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Request for Decision

RE: Appoint the 2026 Auditor

127.04.08.26 Moved by Councillor Stevens

“that the County of Stettler No. 6 appoints Gitzel and Company Chartered Accountants as the County of Stettler No. 6 2026 Auditor.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

RECESS

The meeting was recessed at 12:18 pm for a lunch break. Jolene Kobi and Christa Cornelssen left the meeting.

Reeve Clarke reconvened the meeting at 1:02 pm. John Schofer, Landin Chambers and Lorraine Hankins joined the meeting.

DELEGATION CONT.

John Schofer, Byemoor Bull-A-Rama

RE: Funding Request

This year is the 30th Anniversary of the Byemoor Bull-A-Rama. The annual one-day event is happening on April 17, 2026. On average, there are 500-600 people that attend the event. Event sponsorship is down and the committee is requesting financial support from the County of Stettler to the amount of \$20,000.00.

128.04.08.26 Moved by Councillor Nibourg

“that the County of Stettler provides a one-time financial support of \$1,500.00 to the Sullivan Lake West Ag Society for the 2026 Byemoor Bull-A-Rama event to be taken from the Community Investment Program funding.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

John Scoffer and Lorraine Hankins left the meeting at 1:17 pm.

BYLAWS

Bylaw 1761-26: Water and Wastewater Bylaw

129.04.08.26 Moved by Councillor Stevens

“that Council gives first reading to Bylaw 1761-26: Water and Wastewater Bylaw.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

130.04.08.26 Moved by Councillor Hunter

“that Council gives second reading to Bylaw 1761-26: Water and Wastewater Bylaw.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

131.04.08.26 Moved by Councillor Nibourg

“that third reading of Bylaw 1761-26: Water and Wastewater Bylaw be considered in the same meeting as first reading.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

132.04.08.26 Moved by Councillor Stevens

“that Council gives third reading to Bylaw 1761-26: Water and Wastewater Bylaw.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Jordon Christianson joined the meeting at 1:23 pm.

Landin Chambers left at 1:24 pm.

IN-CAMERA SESSION

133.04.08.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 enter into an in-camera session, as designated in the Alberta Access to Information Act at 1:24 pm, to discuss the following agenda item:

- Follow-Up to Railway Meetings
ATIA Section 19: Disclosure harmful to business interests of a third party.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

134.04.08.26 Moved by Deputy Reeve Gano

“that the County of Stettler No. 6 Council exit the in-camera session at 2:12 pm.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Jordon Christianson left the meeting at 2:12 pm.

Ted Szumins, Georgina Gaudet and Karen Webster joined the meeting at 2:13 pm.

DELEGATION

Bashaw & District Regional Health and Wellness Foundation
RE: Update on the Bashaw Medical Clinic

The Bashaw & District Regional Health and Wellness Foundation provided a presentation on the services they offer to the Bashaw and region residents. They were seeking municipal support to advocate for long-term, stable provincial funding for the interdisciplinary primary care team delivering care in the region. This community-owned, team-based model has significantly expanded access, attachment, and continuity of care despite limited physician availability.

135.04.08.26 Moved by Councillor Nibourg

“that Council instructs Administration to send a letter on behalf of Bashaw & District Regional Health and Wellness Foundation supporting continued funding to the Ministers of Health and Premier of Alberta.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

REPORTS

Chief Administrative Officer’s Report

136.04.08.26 Moved by Deputy Reeve Gano

“that the County of Stettler No. 6 Chief Administrative Officer’s Report, dated for the April 8, 2026 meeting, be received for information.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Financial Reports

137.04.08.26 Moved by Councillor Stevens

“that the following Financial Reports, dated for the April 8, 2026 meeting, be received for information:

- Payment Register, for the period ending on March 31, 2026, totalling \$1,071,337.63;
- Bank Reconciliation, for the period ending on February 28, 2026, totalling \$13,111,318.67; and
- Year-to-Date Budget, for the period ending on February 28, 2026, \$2,590,923.43.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Councillor Fee Sheets

138.04.08.26 Moved by Deputy Reeve Gano

“that Council approves the Councillor Fee Sheets, dated for the April 8, 2026 meeting, be approved as presented.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Councillor Committee Reports

1. Clearview Annual Local Governance Meeting
2. Clearview School Resource Officer Committee (Councillor Stevens)
3. Health Professional Attraction & Retention Committee (Reeve Clarke & Councillor Stevens)
4. Parkland Community Planning Services (Councillor Nibourg)
5. Stettler District Ambulance Association (Councillor Adam & Stevens)
6. Stettler Public Library Board (Councillor Adam)
7. Summer Village of White Sands Intermunicipal Collaborative Frameworks Meeting (Councillor Stevens)

139.04.08.26 Moved by Councillor Walker

“that Council receives the Councillor Committee Reports, dated for the April 8, 2026 meeting, for information.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

CORRESPONDENCE

None

CONSENT AGENDA ITEMS

None

IN-CAMERA SESSION

140.04.08.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 enter into an in-camera session, as designated in the Alberta Access to Information Act at 2:43 pm, to discuss the following agenda items:

- Tax Rate 2026 Information
ATIA Section 28: Local public body confidences
- Bill 28 Discussion
ATIA Section 29: Advice from officials.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

141.04.08.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council exit the in-camera session at 5:11 pm.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

NEXT MEETING

The next Regular Council Meeting is scheduled for Wednesday, April 22, 2026 at 10:00 am.

ADJOURNMENT

142.04.08.26 Moved by Councillor Walker

“that the Regular County of Stettler Council meeting on April 8, 2026, be adjourned at 5:11 pm.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Larry Clarke, Reeve

Yvette Cassidy, Chief Administrative Officer

MINUTES OF THE COUNTY OF STETTLER NO. 6 REGULAR COUNCIL MEETING HELD ON WEDNESDAY, MAY 13, 2026 AT 10:00 AM. THE MEETING WAS HELD IN THE COUNTY OF STETTLER NO.6 ADMINISTRATION BUILDING COUNCIL CHAMBERS IN STETTLER, ALBERTA AND ALSO VIA TELECONFERENCE

Present: Reeve Larry Clarke
Deputy Reeve Allan Gano
Councillor Wade Hunter
Councillor Justin Stevens (10:03 am)
Councillor Janet Adam
Councillor Clint Walker
Councillor James Nibourg

Yvette Cassidy, Chief Administrative Officer
Andrew Brysiuk, Director of Municipal Services
Niki Thorsteinsson, Director of Communications
Craig Teal, Director of Planning & Development (2:02 pm - 3:22 pm)
Krista Schlender, Administrative Assistant
Robert Klatt, Manager of Agricultural Services (10:04 am – 10:47 am)
Christa Cornelssen, Director of Corporate Services
(10:00 am – 11:28 am)
Sharon Larsen, Tax and Assessment Clerk (10:00 am – 11:20 am)
Andy Phillips, Manager of Facilities & Engineering
(11:29 am – 11:33 am)
Greggory Jackson, Director of Operations

CALL TO ORDER

The County of Stettler No. 6 Council meeting was called to order at 10:03 am on Wednesday, May 13, 2026 by Reeve Clarke.

AGENDA APPROVAL

161.05.13.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council approve the County of Stettler No. 6 Council agenda for the May 13, 2026 meeting with the following amendments:

- 7.10 Request for Decision: Gravel Mining and Stockpiling.”

In-Favour: Nibourg, Walker, Adam,
Hunter, Gano and Clarke

Absent: Stevens

Opposed: None

Carried Unanimously

Justin Stevens joined the meeting at 10:03 am

MINUTES APPROVAL

162.05.13.26 Moved by Councillor Adam

“That the approval of the County of Stettler No. 6 Regular Council Meeting Minutes of April 8, 2026 be tabled to the June 10, 2026 Regular Council Meeting.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

163.05.13.26 Moved by Deputy Reeve Gano

“that the County of Stettler No. 6 Regular Council Minutes - April 22, 2026 be approved with spelling corrections to Ardley Dam as presented.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Robert Klatt joined the meeting at 10:04 am.

164.05.13.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Committee of the Whole Minutes - March 9, 2026 be approved as presented.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

165.05.13.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Committee of the Whole Minutes - April 23, 2026 be approved as presented.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

New Business

Request For Decision: Approval to Participate in Strychnine Program

166.05.13.26 Moved by Councillor Hunter

"that the County of Stettler No. 6 Council endorse County of Stettler No. 6 Agricultural Services' participation in the program for the sale and distribution of 2% liquid strychnine."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Proclamations

167.05.13.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council directs Administration to bring forward options to Committee of the Whole regarding the process for handling proclamations and flags moving forward.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Request for Decision: Multiple Sclerosis Month

168.05.13.26 Moved by Councillor Nibourg

"that the County of Stettler Council No. 6 proclaim May as MS Awareness Month and World MS Day on May 30, 2026."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Request for Decision: Proclamation of Alberta Rural Health Week

169.05.13.26 Moved by Councillor Stevens

"that the County of Stettler No. 6 proclaim May 25-29, 2026, Alberta Rural Health Week."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Request for Decision: Proclamation of Paramedic Services Week

170.05.13.26 Moved by Councillor Stevens

"that the County of Stettler No. 6 Council proclaim May 17-23, 2026 as Paramedic Services Week."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Request for Decision: Proclamation of Nurses Week

171.05.13.26 Moved by Councillor Nibourg

"that the County of Stettler No. 6 Council proclaim May 11-17, 2026 as National Nursing Week."

In-Favour: Nibourg, Walker, Adam,
Hunter, Gano and Clarke

Opposed: Stevens

Carried Unanimously

Request for Decision: Proclamation of Seniors Week

172.05.13.26 Moved by Councillor Nibourg

"that the County of Stettler No. 6 proclaim June 1-7 2026, Seniors Week. And that the County of Stettler No. 6 participate in preparing Seniors Week Celebration activities in collaboration with the Town of Stettler; including paying 50% of the activity bags; up to a maximum of \$1,000.00, and for 50% of the fruit trays for the facilities in the Town of Stettler. And that the County of Stettler No. 6 recognize our Seniors Centres in our hamlets and villages by attending at an agreed upon schedule and providing fruit trays."

In-Favour: Nibourg, Walker, Adam, Stevens
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Request for Decision: Policy CN 1.06 - Member-at-Large and Committee

173.03.10.26 Moved by Councillor Stevens

"that the County of Stettler No. 6 Council adopt revised Policy 1.06 - Member-at-Large and Committee Member Remuneration as presented."

In-Favour: Nibourg, Walker, Adam, Stevens
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Request for Decision: Committee of the Whole Dates

174.03.10.26 Moved by Councillor Nibourg

"that the County of Stettler No. 6 Council schedule Committee of the Whole meetings for 10:00 am on July 13 & 17, 2026 and August 18, 2026."

In-Favour: Nibourg, Walker, Adam, Stevens
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Request for Decision: 2026 Revised Budget

175.03.10.26 Moved by Councillor Stevens

"that the County of Stettler No. 6 Council directs administration to bring a level of service discussion to a future Committee of the Whole meeting."

In-Favour: Nibourg, Walker, Adam, Stevens
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

176.03.10.26 Moved by Councillor Nibourg

"that the County of Stettler No. 6 approve the 2026 Revised Budget, attached and forming part of these minutes."

In-Favour: Nibourg, Walker, Adam, Stevens
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Robert Klatt left the meeting at 10:47 am.

Request for Decision: Gravel Mining and Stockpiling

177.03.10.26 Moved by Deputy Reeve Gano

"that the County of Stettler No.6 Council authorize Administration to complete the mining and stockpiling of pit run gravel and the mining and stockpiling or removal of overburden at the Schoff Pit, up to the tendered amount of \$309,750.00, plus GST from operations and gravel reserves."

In-Favour: Nibourg, Walker, Adam, Stevens
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

AGENDA ITEMS

Fire Update

178.05.13.26 Moved by Councillor Nibourg

“that the County of Stettler No 6. Council receive the Fire Update for information.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

BYLAWS

Bylaw 1762-26: 2026 Tax Rate Bylaw

179.05.13.26 Moved by Councillor Stevens

"that the County of Stettler Council No. 6 give first reading of Bylaw: 1762-26, the 2026 Tax Rate Bylaw."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

180.05.13.26 Moved by Councillor Nibourg

"that the County of Stettler Council No. 6 give second reading of Bylaw: 1762-26, the 2026 Tax Rate Bylaw."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

181.05.13.26 Moved by Councillor Hunter

"that Council consider third reading of Bylaw 1726: 2026 Tax Rate Bylaw in the same meeting as first meeting."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

182.05.13.26 Moved by Deputy Reeve Gano

" that the County of Stettler No.6 Council give third reading of Bylaw: 1762-26, the 2026 Tax Rate Bylaw."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Sharon Larson left the meeting at 11:20 am.

REPORTS

Chief Administrative Officer's Report

183.05.13.26 Moved by Deputy Reeve Gano

“that the County of Stettler No 6. Council receive the Chief Administrative Officer's Report for information.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

FINANCIAL REPORTS

Year-To-Date Budget

Bank Reconciliation

Payment Register

184.05.13.26 Moved by Councillor Nibourg

"that the County of Stettler No. 6 Council receive the Financial Reports for information."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Councillor Fee Sheets

185.05.13.26 Moved by Councillor Nibourg

"that County of Stettler No. 6 Council approve the Councillor Fee Sheets for the May 13, 2026 meeting, as amended, by removing the half-day claim for Deputy Reeve Gano dated April 22, 2026."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Christa Cornelssen left the meeting at 11:28 am.

COUNCILLOR COMMITTEE REPORTS

186.05.13.26 Moved by Councillor Nibourg

"that the County of Stettler No. 6 Council receive the Councillor Committee Reports for information."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

CONSENT AGENDA ITEMS

187.05.13.26 Moved by Councillor Hunter

"that the County of Stettler No. 6 Council receive the Consent Agenda Items for information."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Andy Phillips joined the meeting at 11:29 am

INTRODUCTIONS

Andy Phillips left the meeting at 11:33 am

IN-CAMERA SESSION

188.05.13.26 Moved by Councillor Adam

"that the County of Stettler No. 6 Council enter an in camera session at 11:33 am."

In-Favour: Nibourg, Walker, Adam,
Stevens, Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

RECESS

Reeve Clarke recessed the meeting at 12:12 pm

The meeting was called back to order by Reeve Clarke at 1:02 pm.

IN-CAMERA SESSION CONT.

Craig Teal joined the meeting at 2:02 pm.

Craig Teal left the meeting at 3:22 pm.

Andrew Brysiuk, Niki Thorsteinsson, Gregory Jackson and Krista Schlender left the meeting at 3:25 pm.

Andrew Brysiuk, Niki Thorsteinsson, Gregory Jackson and Krista Schlender rejoined the meeting at 3:31 pm.

189.05.13.26 Moved by Councillor Stevens

"that the County of Stettler No. 6 Council exit in camera session at 3:31 pm."

In-Favour: Nibourg, Walker, Adam, Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

190.05.13.26 Moved by Councillor Nibourg

"that the County of Stettler No 6. Council nominate CAO Cassidy for the R.W. Hay Award'."

In-Favour: Nibourg, Walker, Adam, Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

NEXT MEETING

The next Regular Council Meeting is scheduled for Wednesday, May 27, 2026 at 10:00 am.

ADJOURNMENT

191.05.13.26 Moved by Councillor Adam

"that the Regular County of Stettler No. 6 Council meeting on Wednesday, May 13, 2026, be adjourned at 3:32 pm."

In-Favour: Nibourg, Walker, Adam, Stevens, Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Larry Clarke, Reeve

Yvette Cassidy, Chief Administrative Officer

MINUTES OF THE COUNTY OF STETTTLER NO. 6 REGULAR COUNCIL MEETING HELD ON WEDNESDAY, MAY 27, 2026 AT 10:00 AM. THE MEETING WAS HELD IN THE COUNTY OF STETTTLER NO.6 ADMINISTRATION BUILDING COUNCIL CHAMBERS IN STETTTLER, ALBERTA AND ALSO VIA TELECONFERENCE

Present: Reeve Larry Clarke
Deputy Reeve Allan Gano
Councillor Wade Hunter
Councillor Justin Stevens (via Zoom 10:00 – 12:00 pm; In-Person 12:00 – 3:48 pm)
Councillor Janet Adam
Councillor Clint Walker
Councillor James Nibourg

Yvette Cassidy, Chief Administrative Officer
Andrew Brysiuk, Director of Municipal Services
Niki Thorsteinsson, Director of Communications
Michelle Hoover, Legislative Assistant
Sharon Larsen, Tax & Assessment Clerk (10:00 am – 12:04 pm)
Greggory Jackson, Director of Operations
Ivan Dijkstra, Manager of Fire Services (10:06 – 10:21 am)
Troy Auton, Fire Chief (10:06 – 10:21 am)
Craig Teal, Director of Planning & Development (1:02 – 1:36 pm)

Michael Miller (via Zoom) (10:00 – 11:12 am)
Joe Boury (10:46 – 11:42 am)

CALL TO ORDER

The County of Stettler No. 6 Council meeting was called to order at 10:00 am on Wednesday, May 27, 2026, by Reeve Clarke.

AGENDA APPROVAL

192.05.27.26 Moved by Deputy Reeve Gano

“that Council approve the County of Stettler No. 6 Council agenda for the May 27, 2026 meeting with the following addition:

- 5.1 Speed Trailer (Councillor Stevens).”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

PUBLIC HEARING

None

COUNCIL’S REQUEST FOR INFORMATION

Speed Trailer (Councillor Stevens)

Councillor Stevens relayed the increased demands for the speed trailer as the summer kicks off. Council discussed options for the trailer use, or expanding the fleet. Administration is aware of a similar trailer available for purchase.

193.05.27.26 Moved by Councillor Nibourg

County of Stettler No. 6 Regular
Council Meeting – May 27, 2026

1

“that Council instructs Administration to purchase the proposed speed trailer, with funds from the Rural Development Fund.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Nibourg and Walker
Opposed: None
Carried Unanimously

Ivan Dijkstra and Troy Auton joined the meeting at 10:06 am.

NEW BUSINESS

Request for Decision

RE: Tax Forgiveness Due to Hardship (Fire)

194.05.27.26 Moved by Councillor Hunter

“that the County of Stettler No. 6 forgives a portion of the 2026 tax levy on Tax Roll 345002 in the amount of \$639.58, and the ratepayer is responsible to pay the balance of the 2026 taxes.”

In-Favour: Gano, Hunter, Stevens,
Adam and Walker
Opposed: Clarke and Walker
Carried

Request for Decision

RE: Replacement Fire Engine Purchase

195.05.27.26 Moved by Councillor Hunter

“that the County of Stettler approves the purchase of one Maximetal Paragon Pumper with stock # INC5192, from Commercial Truck Equipment Corp. of Delta, British Columbia through the Canoe procurement program for \$801,343.00 with up to a 5% contingency and outfitting expense of \$40,067.15 for a total cost of \$841,410.15 and that the funds be drawn from the fire capital reserve.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Nibourg and Walker
Opposed: None
Carried Unanimously

Ivan Dijkstra and Troy Auton left the meeting at 10:21 am.

Request for Decision

RE: Approving the 2026 ASB Bursary

196.05.27.26 Moved by Councillor Gano

“that the County of Stettler No.6 Council award the 2026 Agricultural Services Board Bursary in the amount of \$1,000.00 to Samantha McNeil.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Nibourg and Walker
Opposed: None
Carried Unanimously

Request for Decision

RE: Range Road 19-3 Dust Reduction

197.05.27.26 Moved by Deputy Reeve Gano

“that the County of Stettler No. 6 authorize administration to:

- a. remove current road surface material (recycled asphalt / aggregate)
- b. add the 1.5 +/- miles of road to the 2026 gravel program at a 250 tonne / mile spread (estimated cost of \$3,957.04)

- c. proceed with regular road surface preparation
 - d. utilize DL10 Light Oil dust suppression product at a cost of \$86,208.77 and
 - e. budget for annual applications of DL10
- for a total estimated material and product cost of \$89,805.81 with funds to come from the operating budget and general operating reserves.”

In-Favour: Gano
 Opposed: Clarke, Hunter, Stevens,
 Adam, Walker and Nibourg
 Defeated

Joe Boury joined the meeting at 10:46 am.

198.05.27.26 Moved by Councillor Walker

“that the County of Stettler No. 6 authorize administration to:

- a. remove the current road surface material (recycled asphalt / aggregate)
- b. add the 1.5 +/- miles of road to the 2026 gravel program at a 300 tonne / mile spread (estimated cost of \$4,734.90)
- c. proceed with regular road surface preparation and
- d. utilize MG-30 (Calcium Chloride/Magnesium Hydroxide) dust suppression product as per the annual program for the budgeted product cost

for a total estimated material and product cost of \$24,722.82 with funds to come from the operating budget and general operating reserves.”

In-Favour: Clarke, Hunter, Stevens and Walker
 Opposed: Adam, Nibourg and Gano
 Carried

DELEGATION

Joe Boury

RE: Tax Forgiveness Request

Councillor Stevens recused himself from the meeting at 11:04 am.

Councillor Hunter recused himself from the meeting at 11:08 am.

Mr. Boury came to Council requesting that the County consider entering into a tax agreement with his business for the 2025 and 2026 taxes.

Micheal Miller left the meeting at 11:12 am.

199.05.27.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 enter into an in-camera session, as designated in section below of the Alberta Access to Information Act at 11:12 am:

- *ATIA Section 19: Disclosure harmful to business interests of a third party.”*

In-Favour: Clarke, Gano, Adam, Nibourg and Walker

Opposed: None
Carried Unanimously

Joe Boury left the meeting at 11:42 am.

200.05.27.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Council exit the in-camera session at 11:43 am.”

In-Favour: Clarke, Gano, Adam, Nibourg and Walker

Opposed: None
Carried Unanimously

201.05.27.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 enter into an in-camera session, as designated in section below of the Alberta Access to Information Act at 11:43 am:

- *ATIA Section 19: Disclosure harmful to business interests of a third party.”*

In-Favour: Clarke, Gano, Adam, Nibourg and Walker

Opposed: None
Carried Unanimously

202.05.27.26 Moved by Deputy Reeve Gano

“that the County of Stettler No. 6 Council exit the in-camera session at 12:04 pm.”

In-Favour: Clarke, Gano, Adam, Nibourg and Walker

Opposed: None
Carried Unanimously

203.05.27.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 enter into a written tax agreement with customer #228001 and BOR013 subject to the following allowances and conditions:

1. The customer shall pay all current 2025 taxes to the satisfaction of the County;
2. The customer shall pay a minimum of \$5,000.00 every month and starting in August 2026 pay a minimum \$35,000.00 every month;
3. The customer shall pay 50% of the penalties that accrued on the outstanding taxes on and before November 1, 2025 and February 1, 2026;
4. The customer shall pay 50% of the penalties which accrue during the term of the agreement;
5. The County shall waive 50% of the penalties that accrued on the outstanding taxes on or before November 1, 2025 and February 1, 2026 upon completion of payments;
6. This agreement would include rolls 798048, 798049, 798050, 798052, 798053, 798054, 798055, 798119, 798120, 798189, 798222, 798223, 798224, 798225, 798226, 798227, 798228, 798229, 798230, 798231, 798232, 798311, 798405, 864147, 796087, 796188, 796196, 796198, 797078, 797147, 797149, 797197, 797199, 798804, 798703, 798807, 798831, 798905, 799101, 864152.”

In-Favour: Clarke, Gano, Adam, Nibourg and Walker

Opposed: None
Carried Unanimously

Councillor Steven and Councillor Hunter rejoined the meeting at 12:04 pm.

RECESS

The meeting was recessed at 12:05 pm for a lunch break. Sharon Larsen left the meeting.

Reeve Clarke reconvened the meeting at 1:02 pm. Craig Teal joined the meeting.

NEW BUSINESS

Request for Decision

RE: Joint Use Planning Agreement with Clearview School Division

204.05.27.26 Moved by Deputy Reeve Gano

“that Council approves the Joint Use Planning Agreement with Clearview School Division as presented and authorizes the Reeve and Chief Administrative Officer to execute the agreement.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

OLD BUSINESS

None

AGENDA ITEMS

None

BYLAWS

Bylaw 1763-26: Regional Subdivision and Development Appeal Board and Service Agreement

205.05.27.26 Moved by Councillor Stevens

“that Council gives first reading to Bylaw 1763-26: Regional Subdivision and Development Appeal Board and Service Agreement.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

206.05.27.26 Moved by Councillor Nibourg

“that Council gives second reading to Bylaw 1763-26: Regional Subdivision and Development Appeal Board and Service Agreement.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

207.05.27.26 Moved by Councillor Nibourg

“that third reading of Bylaw 1763-26: Regional Subdivision and Development Appeal Board and Service Agreement be considered in the same meeting as first reading.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

208.05.27.26 Moved by Councillor Stevens

“that Council gives third reading to Bylaw 1763-26: Regional Subdivision and Development Appeal Board and Service Agreement.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

Bylaw 1764-26: Repeal of Parkland Community Planning Services Master Agreement

209.05.27.26 Moved by Councillor Stevens

“that Council gives first reading to Bylaw 1764-26: Repeal of Parkland Community Planning Services Master Agreement.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

210.05.27.26 Moved by Councillor Adam

“that Council gives second reading to Bylaw 1764-26: Repeal of Parkland Community Planning Services Master Agreement.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

211.05.27.26 Moved by Councillor Hunter

“that third reading of Bylaw 1764-26: Repeal of Parkland Community Planning Services Master Agreement be considered in the same meeting as first reading.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

212.05.27.26 Moved by Deputy Reeve Gano

“that Council gives third reading to Bylaw 1764-26: Repeal of Parkland Community Planning Services Master Agreement.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

Craig Teal left the meeting at 1:36 pm.

CORRESPONDENCE

1. Clearview School Division

RE: Byemoor School Grade 7-9 Programming Review

213.05.27.26 Moved by Councillor Stevens

“that Council receives the correspondence items for the May 27, 2026 Regular Council Meeting for information.”

County of Stettler No. 6 Regular
Council Meeting – May 27, 2026

6

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Nibourg and Walker
Opposed: None
Carried Unanimously

CONSENT AGENDA ITEMS

1. Stettler RCMP
RE: Q4 Crime Statistics
2. Drumheller RCMP
RE: Q4 Crime Statistics
3. Alberta Minister of Transportation and Economic Corridors
RE: Drought and Flood Protection (DFPP) Application Response
4. Stettler District 4-H Beef
RE: Thank-You (Intermediate Excellence Awards)
5. Kaia Sylvester, Recipient of the Stettler Music Festival Scholarship
RE: Thank-You
6. Emily Simon, Recipient of the Stettler Music Festival Scholarship
RE: Thank-You

214.05.27.26 Moved by Deputy Reeve Gano

“that Council receives the Consent Agenda Items for the May 27, 2026 Regular Council Meeting for information.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Nibourg and Walker
Opposed: None
Carried Unanimously

IN-CAMERA SESSION

215.05.27.26 Moved by Deputy Reeve Gano

“that the County of Stettler No. 6 enter into an in-camera session, as designated in the Alberta Access to Information Act at 1:38 pm, to discuss the following agenda item:

- Follow-Up from Joint Meeting
ATIA Section 28: Local public body confidences.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Nibourg and Walker
Opposed: None
Carried Unanimously

216.05.27.26 Moved by Deputy Reeve Gano

“that the County of Stettler No. 6 Council exit the in-camera session at 3:42 pm.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Nibourg and Walker
Opposed: None
Carried Unanimously

Councillor Nibourg left the meeting at 3:43 pm.

217.05.27.26 Moved by Councillor Stevens

“that Council directs Administration to share the unpaid oil and gas taxes information with the Town of Stettler.”

In-Favour: Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Councillor Nibourg rejoined the meeting at 3:45 pm.

218.05.27.26 Moved by Councillor Stevens

“that Council instructs Administration to communicate to the Town of Stettler and Stettler Town & Country Museum that the County of Stettler will be moving to extend the 1/3-2/3 funding model of the Recreation Agreement to the Stettler Town & Country Museum annual funding support; in 2027 the County’s portion would equal \$24,000.00.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

219.05.27.26 Moved by Councillor Nibourg

“that Council instructs Administration to write a letter to the Town of Stettler and Stettler Airport Committee that the County of Stettler will be withdrawing from participating in the Stettler Airport Committee including:

- declining to send County representation to the Airport Board;
- requesting that all correspondence about the airport be directed to the Chief Administrative Officer; and
- that the County will transfer all collected airport taxes to the Town of Stettler.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

NEXT MEETING

The next Regular Council Meeting is scheduled for Wednesday, June 10, 2026 at 10:00 am.

ADJOURNMENT

220.05.27.26 Moved by Councillor Adam

“that the Regular County of Stettler Council meeting on May 27, 2026, be adjourned at 3:48 pm.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Nibourg and Walker

Opposed: None

Carried Unanimously

Larry Clarke, Reeve

Yvette Cassidy, Chief Administrative Officer

MINUTES OF THE COUNTY OF STETTLER NO. 6 COMMITTEE OF THE WHOLE HELD ON TUESDAY, MAY 19, 2026, COMMENCING AT 10:00 A.M. IN THE COUNCIL CHAMBERS OF THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA.

PRESENT: Reeve Larry Clarke
Deputy Reeve Gano
Councillor Hunter
Councillor Stevens
Councillor Adam (via Zoom)
Councillor Walker
Councillor Nibourg

Yvette Cassidy, Chief Administrative Officer
Greggory Jackson, Director of Operations (11:22 am – 4:21 pm)
Niki Thorsteinsson, Director of Communications (1:32 – 4:21 pm)
Andrew Brysiuk, Director of Municipal Services
Michelle Hoover, Legislative Assistant

CALL TO ORDER

The meeting was called to order at 10:15 am, May 19, 2026, by Reeve Clarke.

ADDITIONS TO THE AGENDA

14.05.19.26

Moved by Councillor Nibourg

“that the agenda for the May 19, 2026, Committee of the Whole meeting be approved as presented.”

In-Favour: Clarke, Gano, Hunter, Stevens, Adam, Walker and Nibourg

Opposed: None

Carried Unanimously

DELEGATION

None

COUNCIL’S REQUEST FOR INFORMATION

None

BUSINESS ARISING FROM THE MINUTES

None

NEW BUSINESS

Summer Events

Council discussed the options and schedule for summer events for the County of Stettler to participate in, sponsor or otherwise support. This includes the parades, Customer Appreciation event at the Stettler Farmers Market, and the Stettler County Fair.

Also, the Stettler Town & Country Museum has requested that the Councillors from the Town and County volunteer at their pancake breakfast on August 3, 2026.

15.05.19.26 Moved by Councillor Stevens

“that the County of Stettler Council will participate with the Town of Stettler for the August 3, 2026 Stettler Town & Country Museum pancake breakfast.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Walker and Nibourg
Opposed: None
Carried Unanimously

AGENDA ITEMS

None

POLICY REVIEW

None

IN-CAMERA SESSION

16.05.19.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 Committee of the Whole meeting enter into an in-camera session at 10:57 am, as permitted under the Alberta Access to Information Act, to discuss the following agenda items:

- Joint Council Meeting Agenda
ATIA Section 28: Local public body confidences
- Additional Named Insured
ATIA Section 28: Local public body confidences
- Tax Communications
ATIA Section 28: Local public body confidences.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Walker and Nibourg
Opposed: None
Carried Unanimously

Reeve Clarke handed over Chair of the meeting to Deputy Reeve Gano at 11:15 am. Reeve Clarke left the meeting.

Greggory Jackson joined the meeting at 11:22 am.

Reeve Clarke rejoined the meeting at 11:37 am. Deputy Reeve Gano handed over the Chair of the meeting to Reeve Clarke.

RECESS

Reeve Clarke recessed the meeting at 12:46 pm.

The meeting reconvened at 1:32 pm. Niki Thorsteinsson joined the meeting.

IN-CAMERA SESSION CONT.

17.05.19.26 Moved by Deputy Reeve Gano

“that County of Stettler Council exit the in-camera session at 4:19.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Walker and Nibourg
Opposed: None
Carried Unanimously

NEXT MEETING

The next meeting is scheduled for Monday, July 13, 2026.

ADJOURNMENT

18.05.19.26

Moved by Councillor Stevens

“that the County of Stettler Committee of the Whole meeting be adjourned at 4:21 pm.”

In-Favour: Clarke, Gano, Hunter,
Stevens, Adam, Walker and Nibourg

Opposed: None

Carried Unanimously

Larry Clarke, Reeve

Yvette Cassidy, Chief Administrative Officer

DRAFT



Request for Decision

Agenda Item: Contract Award – 2026 Ortho Photo Acquisition

Issue

The County has completed a competitive procurement process for the acquisition of updated 20cm ortho photography. Council approval is required to award the contract and authorize project expenditures.

Options for Consideration

1. That Council award the contract for the creation of new Ortho Photos for the County of Stettler No.6 to Geodesy Group Inc. in accordance with the terms and conditions outlined in the County of Stettler No.6's Request for Proposal and Geodesy Group Inc.'s submitted proposal for a total project cost of \$76,882.00 plus GST.

OR

2. That Council direct Administration to pursue an alternative course of action.

Background

In alignment with capital planning, the County of Stettler No.6 issued a Request for Proposals to have new Ortho Photos flown for the County. Ortho Photos have been collected previously for the County in 2003, 2007, 2015, and 2021. The County of Stettler endeavours to update the Ortho Photos every five years to keep them up to date and accurate with development and changing agricultural patterns.

These Ortho Photos are distributed through the geographic information system for use across every department in the County of Stettler daily. They are an important tool used for future planning, checking properties for compliance, tracking historical development, and many other uses.

Proposals were received from eight contractors from across Canada. One proposal was disqualified for not meeting the minimum requirements of the Request for Proposal. A four-person evaluation committee assessed each submission using a weighted scoring matrix based on the following criteria:

- | | |
|---|--|
| 1. Methodology & Technical Approach
(30% of total available points) | 2. Key Staff Qualifications & Relevant
Experience 15% |
| 3. Schedule and Delivery 15% | 4. Pricing 40% |

Pricing was heavily weighted, as this project has a maximum budget of \$85,000 excluding GST. Staying within that budget was imperative to the success of the project. Also of importance, was ensuring the Ortho Photos were collected in a manner that would ensure the spatial accuracy of the photos, as well as the overall quality.

The evaluation matrix was created in a manner that would ensure that the proper techniques were used to ensure they would be spatially accurate, that proponent would have qualified staff to manage the project,

that the County of Stettler’s delivery date would be met, and the data would be captured during the summer months.

Ortho Photo Proposal Evaluations			
Contractor	Overall Score	Price excluding GST	Ranking
Geodesy Group Inc	95/100	\$156,448.13\$76,882.00	1
Aeroquest Mapcon	90/100	\$88,854.00	2
TRS Aerial Surveys Ltd.	80/100	\$79,950.00	3
Tarin Resources Services Ltd.	60/100	\$116,100	4
IO Aerospace (Canada) Inc.	60/100	\$76,322.00	5
KBM Resources	50/100	\$162,975.00	6
Lidar Services	45/100	\$156,448.13	7

Financial

Council approved a budget of \$85,000 for this project in the 2026 capital plan. The proposal from Geodesy Group Inc. is \$76,882 plus GST. Funding is available within the approved capital budget.

Policy/Legislation

AF 6.17 – Procurement, Disposition, and Tendering

Municipal Government Act, RSA 2000, Chapter M-26

Section 248 (1)

A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget, or capital budget or otherwise authorized by the Council. (2) Each council must establish procedures to authorize and verify expenditures that are not included in a budget.

Strategic Plan Linkages

Emerging Issues

Implementation

Subject to approval from Council, the contractor is expected to complete the work in October 2026.

Target Decision Date

June 10, 2026

Prepared By

Craig Teal, RPP MCIP Director Planning & Development

Reviewed By

Yvette Cassidy, Chief Administrative Officer



Request for Decision

Agenda Item: Community Investment Program

Issue

Ten applications, including one submitted after the deadline, totaling \$24,800.00 have been received for the May 31, 2026 application deadline for the Community Investment Program for Council's consideration.

Recommendation

That the County of Stettler fund the following applications under the Community Investment Program:

General

The Community Investment Program has a yearly budget of \$15,000.00 annually to support local events. The two funding streams, New Investment and Annual Support, share the budget allotment and the period deadlines. The next application deadline will be December 31, 2026.

Since the last intake, Council has approved a total \$5,000.00 of spending of CIP funding to the Stettler Music Festival, Buffalo Lake Big Jack Classic, Storm Mountain Outfitters and Byemoor Bull a Rama. The funds remaining in this account to be spent out of the 2026 budget is \$10,00.00.

Applications for Consideration:

New Investment Stream	Activity	Requested
Erskine Social Recreational Society	Erskine Floats and Flicks	\$3,000.00
Stettler Town and Country Museum	Heritage Expo	\$1,800.00
Battle River School Division (out of County)	Provincial Volleyball tournament in Bashaw	\$2,500.00
Stettler & District History Book	Publication of history book	\$10,000.00

Annual Support Stream	Activity	Requested
Bust Out Rodeo Association	Big Valley Bust Out Rodeo	\$1,500.00
Stettler Jr/High School Rodeo	Stettler Jr/High School Rodeo	\$500.00
Red Willow Agricultural Society	Father's Day Fair	\$1,000.00
Big Valley Agricultural Society	Big Valley Street Festival	\$3,500.00
Sharebear Playschool	Kids kitchen space	\$1,000.00

Late applications	Activity	Requested
Stettler Friends of the Library	Culture Days	

This group missed the deadline for the CIP application funding but submitted their letter to us on June 3, 2026 requesting any kind of support. We have been funding them \$1,000.00 on past applications.

Pursuant to Policy AF/6.23 all activities must:

- Be open to the public
- Cannot make a profit
- Benefit the Community.
- Encourage and include Community involvement and support.
- Recognize the County of Stettler as a sponsor of the Activity.

Activities which are not new to the community are not eligible for funding under the New Investment stream.

Only completed Applications, including a separate Cover Letter providing a short overview of the Activity, received before the Period Deadline will be reviewed by Council.

Grant funds requested by the recipient may be adjusted due to annual budget limitations.

An Eligible Community Group may only receive funding for one Activity annually.

Financial

\$15,000.00 has been allocated in the proposed 2026 budget to fund both this intake and the intake midway through the year. The amount, to be determined by Council, will come out of the 2026 Community Investment Program Budget.

Policy/Legislation

Administrative Policy AF 6.23 – Community Investment Policy

Implementation/Communication

The successful proponents will be notified by Administration.

Prepared By

Lorraine Hankins – Manager of Recreation and Insurance

Reviewed By

Yvette Cassidy – Chief Administrative Officer



COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name Erskine Social Recreational Society

Organization Address Box 246 Erskine AB T0C-1G0

Community Erskine Province AB Postal Code T0C-1G0

Contact Person Reanne Wagner

Telephone 403-741-5261 Email Address reannemdwagner@gmail.com

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? Nov. 9/1976.

Incorporation Number 500096789

Name of Event Floats and Flicks

Date of Event September 2026

Has this project applied for Community Investment Program funding before? (Circle one)
Update to be determined

YES NO

What is the total amount you are requesting from the County of Stettler? \$3000.00

Are you receiving any other additional financial assistance through grants or other sponsors?
No

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

Community Investment Program Application

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

Provide as much detail as possible to give a clear idea of what your event will include.

How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?

How will you engage the community in your event?

Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Reanne Wagner
Print Name

Reanne Wagner
Signature

Treasurer
Title/Position

May 25, 2006
Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM. Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:

**recreation@stettlercounty.ca or
Deliver to County of Stettler Attn: Recreation
6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0**

Community Investment Program Application

To Whom It May Concern,

We are writing to outline how grant funding will be used to host a free community movie event for local families and residents. This event is intended to provide an accessible, family-friendly opportunity for connection, recreation, and community engagement, particularly for households that may currently be experiencing financial hardship.

The grant funds will be used to cover the costs associated with organizing and operating the event. These expenses may include:

- Movie licensing and screening rights
- A free snack shack offering popcorn, pop, chocolate bars, and chips to attendees.

By removing the financial barrier of admission and refreshments, this event will ensure that all families, regardless of income level, can participate in a positive and inclusive community experience. Many families are currently facing increased costs related to housing, food, childcare, and transportation. Recreational activities and entertainment are often among the first expenses families must reduce during difficult economic times. Offering a completely free event, including snacks and drinks, provides an opportunity for families to spend meaningful time together, reduce social isolation, and enjoy a safe and welcoming environment without added financial stress.

In addition to providing entertainment, the event will strengthen community relationships and encourage greater community involvement. Free public events create opportunities for neighbors to connect, families to meet one another, and residents to build a stronger sense of belonging. Community gatherings such as this contribute to overall well-being, encourage positive social interaction, and help foster a more connected and supportive community atmosphere.

To ensure strong attendance and broad community awareness, we will promote the event through multiple channels, including:

- Social media platforms and community groups
- Posters and flyers distributed throughout the community
- Local schools, libraries, and community centers
- Partnerships with local businesses and organizations
- Word-of-mouth outreach through volunteers and community networks

We will also encourage community engagement by creating a welcoming, family-oriented atmosphere before and during the movie event. The addition of a free snack shack will help create a fun and memorable movie experience for families while encouraging attendees to stay, socialize, and engage with others in the community.

We believe this free movie event will have a meaningful positive impact by increasing accessibility to recreation, supporting families during financially challenging times, and creating a fun and inclusive opportunity for community connection.

Thank you for considering our request and supporting initiatives that bring our community together.

**SATURDAY
SEPT. 14TH**

FLOATS &

FLICKS

**JOIN US IN
ERSKINE!**

PARADE BEGINS 5PM!

**(PARTICIPANTS LINE UP BY 430PM AT THE
ERSKINE SCHOOL)**

*This is last years
poster, just wanted
to attach.*

COMMUNITY BBQ

**FOLLOWING THE PARADE. PROVIDED BY THE
ERSKINE EVANGELICAL FREE CHURCH**

FREE ADMISSION!



Featuring:

INSIDE OUT 2

MOVIE TO BEGIN

AT DUSK

AT ERSKINE SCHOOL

**FREE
CASH CONCESSION
AVAILABLE**



COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name Stettler Town and Country Museum

Organization Address 6502 44 Avenue

Community Stettler Province AB Postal Code TOC 2L0

Contact Person Karen Wahlund

Telephone 403-742-4534 Email Address Karen@stettlermuseum.com

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? 1978 July 4

Incorporation Number 11221

Name of Event Heritage Expo

Date of Event August 3, 2026

Has this project applied for Community Investment Program funding before? (Circle one)

YES NO_x

What is the total amount you are requesting from the County of Stettler? \$1800.00

Are you receiving any other additional financial assistance through grants or other sponsors?
No

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

- Only members can participate but membership is free
- ✓ Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

Provide as much detail as possible to give a clear idea of what your event will include.

How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?

How will you engage the community in your event?

Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Karen Wahlund
Print Name


Signature

Manager
Title/Position

May 27, 2026
Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM. Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:

recreation@stettlercounty.ca or

**Deliver to County of Stettler Attn: Recreation
6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0**

Stettler Town & Country Museum

Box 2118
Stettler, AB T0C 2L0

(403) 742-4534

May 27, 2026

To Whom It May Concern

The Stettler Town and Country Museum is celebrating 50 years since its opening day to the community. On August 3, during our Heritage Expo, we would like to highlight the Museum's 50th Anniversary by offering the community in addition to the event of a free pancake breakfast with admission to the daylong event. This would include groceries for breakfast, a tent (rental/purchase) for visitors to sit out of the elements plus a celebratory treat (cake or choice of the committee). This event will need to be marketed as far and wide as possible.

Heritage Expo is geared to show/entertain the historical everyday life of our predecessors. Agriculture is highlighted with various horse-driven equipment, moving into tractors/threshers, and by chance a local dealership showing the new equipment of the year. In addition, farm life occurrences of milking cow, shearing sheep, spinning/drop spindles of wool and weaving, treadle sewing, washing clothes and the years of technology. Stop at the Nevis Grocery for some penny candy, candy floss or at the school and realize the ease of today's school system.

The Museum committee for Heritage Expo have been working hard to provide interest to all community members and widen the visitation from other areas of Alberta and beyond. We hope that Heritage Day is the day to bring the visitors to the Museum. Previously we have had 265 – 700 visitors show to this event.

The Stettler Town and County Museum appreciates all support from the County of Stettler and looks forward to working alongside to make the 50th anniversary an event to remember.

Sincerely



Karen Wahlund
Manager
Stettler Town and Country Museum

Stettler Town and Country Museum

Come join us!

Heritage Expo

MONDAY
AUG. 3
9-4

Help Celebrate 50 Years at the
Museum!

Win an 1951
Minneapolis Tractor!
Tickets just \$10.00 each!
Draw Monday Aug 3rd at 4PM

Admission
\$10

Tractor
Raffle

Pancake Breakfast
9-11AM



50
YEARS
ANNIVERSARY

Join us as we step back in time
with hands on demonstrations,

- Demo's include
- Drop Spindle
- Spinning Wheel
- Weaving
- Bale Press
- Black Smithing
- Speeder Rides
- and more!

STETTNER
TOWN & COUNTRY
MUSEUM



www.stettlermuseum.com



6502 44th Ave Stettler, AB T0C 2L0



403-742-4534





COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name: Battle River School Division

Organization Address: 5304 51 Street Box 69

Community: Bashaw

Province: AB Postal Code: T0B 0H0

Contact Person: Dawna Andriatz Telephone: 780-372-3800

Email Address: dandriatz@brsd.ab.ca

What is the nature of your group?

€ Non-profit group

If your group is registered, what is the date of incorporation?

_____ Incorporation

Number _____

Name of Event: Senior Girls 1A Provincial Volleyball Championship

Date of Event: November 25-29, 2026

Has this project applied for Community Investment Program funding before? (Circle one)

NO

What is the total amount you are requesting from the County of Stettler? \$2500

Are you receiving any other additional financial assistance through grants or other sponsors? Yes

If you are hosting an event, please indicate who can participate?

€ Anyone can attend for a fee

Attach a Letter of Request to this Application and include the following: Provide as much detail as possible to give a clear idea of what your event will include. How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?

How will you engage the community in your event?

Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Print Name: Dawna Andriatz

Signature: 

Title/Position: Administrative Assistant

Date: May 26, 2026

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM. Late applications are not considered but may be re-submitted for the next intake. Before you submit, please confirm that you have completed all steps:

€ Completion of the application form.

€ Letter of request is attached.

€ Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:
recreation@stettlercounty.ca or
Deliver to County of Stettler Attn: Recreation
6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0



Bashaw School

Craig Dimond, Principal
Chelsea Niederlag, Vice-Principal
Box 69, Bashaw AB TOB OHO
(780) 372-3800 phone

May 26th, 2026

Dear County of Stettler,

The Bashaw school is hosting the senior girls 1A provincial volleyball championship in November 2026. We require sponsorship to be able to host such a prestigious event. The funding will be used to cover the cost to run the tournament such as officials, prizes, banquet, time keepers, score keepers, etc. The event is available to all County of Stettler residents to attend. The teams from around the province that are selected to attend the tournament will be benefiting the community of Stettler with their business as it is close to Bashaw for amenities. We are anticipating that there will be approximately 500 attendees at this event and it will benefit the community of Bashaw as well as the surrounding communities of Stettler and Camrose as there will be a massive influx of people in our communities during that weekend. The event will be promoted by School Sports Alberta as well as by the Bashaw school website and social media pages. There are no physical barriers that would prevent anyone from participating. There may be financial barriers for attendees as there is a fee for attending schools and for spectators. The spectator fee is approximately \$10 per day. The communities will be engaged as spectators and volunteers. At this time there are no other County of Stettler groups contributing. Please let me know if you require any more information.

Sincerely,

Dawna Andriatz

Bashaw School Administrative Assistant



Bashaw School

Craig Dimond, Principal
Chelsea Niederlag, Vice-Principal
Box 69, Bashaw AB T0B 0H0
(780) 372-3800 phone

May 26th, 2026

Dear County of Stettler,

On behalf of the **Bashaw Rebels Senior Girls Volleyball Team**, we are excited to share that **Bashaw School has been selected to host the Senior Girls 1A Provincial Volleyball Championship on November 26th to 28th, 2026**. This is an outstanding opportunity for our athletes and our community, and we are committed to hosting a memorable, high-calibre event that reflects the spirit of high-school athletics in Alberta.

As the host school, we are preparing to welcome teams, families, and supporters from across the province. Hosting a provincial championship involves significant costs, including facility preparation, equipment, hospitality, officials, and event materials. We are reaching out to valued community partners for sponsorship support to help us deliver an exceptional tournament experience.

To recognize our sponsors, we offer the following opportunities:

Diamond Sponsor – \$5000+ (only 1 available)

- *Sponsorship Table at the banquet* Displayed as a title sponsor at all sports events**
- Logo prominently displayed at all home games and tournaments throughout the school year
 - 6 tournament passes for the provincial games Nov 26-28th, 2026
 - Recognition on Bashaw social media channels
 - Digital advertisement recognition at all home games and in the athletes lounge during Provincial Tournament

Platinum Sponsor – \$2000-\$4999 (only 4 available)

- Logo prominently displayed at all home games and tournaments throughout the school year
- 4 tournament passes for the provincial games Nov 26-28th, 2026
- Recognition on Bashaw social media channels
- Digital advertisement recognition at all home games and in the athletes lounge during Provincial Tournament

Gold Sponsor – \$500-\$1999

- Logo prominently displayed at all home games and tournaments throughout the school year
- Recognition on Bashaw social media channels
- Poster recognition at all home games and in the athletes lounge during Provincial Tournament



Bashaw School

Craig Dimond, Principal
Chelsea Niederlag, Vice-Principal
Box 69, Bashaw AB TOB OHO
(780) 372-3800 phone

Silver Sponsor – \$250–\$499

- Recognition in tournament programs and at home games throughout the school year
- Social media acknowledgement
- Poster recognition at all home games and in the athletes lounge during Provincial Tournament

Bronze Sponsor – \$100–\$249

- Acknowledgement in our post-event thank-you message
 - Poster recognition at all home games and in the athletes lounge during Provincial Tournament
-

We sincerely appreciate contributions of any amount, and we are happy to discuss customized sponsorship options to best fit your organization. All sponsors can receive a tax receipt upon request.

Your support will help us create an unforgettable championship experience for student-athletes across Alberta, while also boosting community spirit here in Bashaw. In addition, your sponsorship will help enhance the success of our 24-hour volleyball fundraiser—an event that brings our entire school and community together.

If you are interested in partnering with us or would like further information, please contact **Dawna Andriatz** at **780-372-3800** or **dandriatz@brsd.ab.ca**. We would be happy to answer any questions or arrange a meeting. Cheques should be made out to Battle River School Division.

Thank you for considering our request and for supporting youth athletics and community events in Bashaw. Please submit all sponsorship requests before July 31, 2026.

Sincerely,

Bashaw Provincial Volleyball Sponsorship Committee



COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name Stettler & District History Book

Organization Address Office located in basement of Feed Shed behind PTH Elevator (Box 1437)

Community Stettler Province AB Postal Code T0C2L0

Contact Person Joy Wood

Telephone 403-740-9513 Email Address historybookstettler@gmail.com

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? _____

Incorporation Number _____

Name of Event Stettler & District History Book Publication

Date of Event Summer 2026

Has this project applied for Community Investment Program funding before? (Circle one)
YES **NO**

What is the total amount you are requesting from the County of Stettler? 10,000.00

Are you receiving any other additional financial assistance through grants or other sponsors?
YES

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

Provide as much detail as possible to give a clear idea of what your event will include.
 How will the grant funding be used?
 Is the event or project available to all County of Stettler residents? Please provide details.
 How many individuals will participate and directly benefit from your event?
 Who will be served by your event?
 Are there physical or financial barriers that would prevent anyone from participating in the event?
 How will you promote your event to participants and/or the public?
 How will you engage the community in your event?
 Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Joy Wood
 Print Name


 Signature

Treasurer
 Title/Position

May 5, 2026
 Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM. Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:

**recreation@stettlercounty.ca or
 Deliver to County of Stettler Attn: Recreation
 6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0**

May 5, 2026

County of Stettler
Community Program Application

We are a group of Stettler and County residents that have been working diligently on the Stettler and District History Book since 2016. There has never been a history book before, therefore our research and story writing covers the years from 1900 to present. We have compiled over 3000 pages of information and pictures, including family stories, businesses, sports, art, community organizations, health care, education and so much more. It has taken many dedicated volunteers to collect, research and write these stories, many of whom have not only donated thousands of hours of their time but thousands of dollars as well. We have had many expenses over the years, including computers, printers, paper, toners, envelopes, etc and hiring a summer student that worked with formatting, story writing and editing.

We are acknowledging the County of Stettler as a sponsor and have letters of support from Larry Clarke, Gord Lawlor, Damien Kurek and Pierre Poilievre that will also be included. The County of Stettler contributed \$5,000.00 to this project in May 2021 and we received the CPP and HPPP Grants in 2022, which have allowed the ongoing work on this massive project.

We have advertised on our website, Stettler Hometown Productions & Media, The Senior Paper, Magnetsigns Stettler, KCJ Media Group Ltd. and CFCW Radio. We have engaged with people at the Stettler Trade Shows and held a book launch open to the public at the Stettler Public Library on January 17, 2026. We have also been actively distributing newsletters, order forms and brochures to businesses and individuals and have emailed them to hundreds of interested people.

We are in the process of finalizing this set of books and have already sent our draft to the publisher for the first printed draft to edit. We have not hit our target in book sales, which will impact the cost of the book production, therefore the book cost will be higher than we had anticipated. We are all working hard to increase our number of book sales and are also accepting sponsorships, advertising and family tributes to help with the expenses and to potentially keep the cost down for everyone. The County Community Investment Program would have a huge impact on the final cost of these books.

All Town and County residents and anyone else will benefit from the massive amount of information in the Stettler and District History Books. It will provide the community with its only priceless historical reference document.

Regards, 

cell: 403-740-9513

Joy Wood, Treasurer and the Stettler and District Book Committee
historybookstettler@gmail.com

STETTLER AND DISTRICT HISTORY BOOK SPONSORSHIP AND ORDERING



We are a group of volunteers that started in 2016 working very diligently towards the publication of our area's first history book. Our research and story writing began prior to 1900 to present, a daunting task with thousands of volunteer hours. We have compiled over 3000 pages in color, over 1200 family stories and 1000 local businesses.

Also included are homesteaders, veterans, railways, healthcare, education, churches, agriculture, social clubs, sports, music, dance, rodeo, oil and gas, fires, storms, and much more! The Stettler and District History Book project will provide the community with a priceless historical document.

Please consider sponsoring our project. We need financing for a downpayment on book production and any level of sponsorship is appreciated and will be acknowledged in the book.

PLATINUM: \$5000.00 or more	BRONZE: \$100.00
GOLD: \$1000.00	BUSINESS ADVERTISING \$500.00
SILVER: \$500.00	FAMILY TRIBUTES: \$300.00

How to Order

We expect the set of books to cost approximately \$400.00, therefore we will require a \$200.00 deposit to guarantee printing, **as only pre-orders will be printed**. These books are only available for a limited time, so please order now!

Please make cheques payable to "Stettler History Book" and mail to Box 1437, Stettler T0C 2L0. E Transfers can be sent to historybookstettler@gmail.com (auto deposit). Please include your contact information in the e transfer notes or by separate email, or by filling out the Order Form. Books will be printed in late spring and distributed throughout the summer. You will be contacted for the remaining payment and pick-up details when the books arrive.

Please share this with interested family, friends and businesses, thank you for your support!

Your Stettler & District History Book Sponsorship Committee 403-741-2361



COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name: Bust-Out Rodeo Association

Organization Address: Box 376

Community: Big Valley Province: AB Postal Code: T0J 0G0

Contact Person: Amanda Baird, President

Telephone 403-741-8822 Email Address: arbaird@hotmail.com

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? May 1, 2017

Incorporation Number: 5020433107

Name of Event: Big Valley Bust-Out Rodeo

Date of Event: July 24 and July 25, 2026

Has this project applied for Community Investment Program funding before? (Circle one)
YES NO

What is the total amount you are requesting from the County of Stettler? \$1,500.00

Are you receiving any other additional financial assistance through grants or other sponsors?
Yes

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

Provide as much detail as possible to give a clear idea of what your event will include.

How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?


How will you engage the community in your event?

Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Amanda Baird



Signature

President

May 28, 2026

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM.

Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:

recreation@stettlercounty.ca or

Deliver to County of Stettler Attn: Recreation

6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0



Big Valley Bust Out Rodeo

(403)740-3488 / PO Box 376, Big Valley, AB, T0J 0G0

May 28, 2026

Dear Council:

The Bust-Out Rodeo Association is hosting the Big Valley Bust-Out Rodeo on July 24th and July 25th, 2026 at the Leonard Watson Memorial Fair Grounds in Big Valley beginning at 7:00 PM each night. There will be seven major events with Jr. Bull Riding, Jr. Barrell Racing, Ladies Break-Away Roping and Mutton-Busting for the tiniest competitors. We will continue with the Colin Cassidy Memorial Jr. Bull Riding with all entry fees and prize money going back to the kids who come to compete from all over Alberta, Saskatchewan, British Columbia and Manitoba. There are Beer Gardens each night and a Pancake Breakfast on Saturday Morning.

Along with the Rodeo, we coordinate and support other community groups to join us at the Fair Grounds. We are careful to promote and coordinate times to support other events taking place as in the past and the arrival of the Alberta Prairie Steam Tours Train. We are very proud and grateful for the local 4-H Clubs that we support and have assisted us in the past.

The funds requested would be used to fund an event at the Bust-Out Rodeo.

Each year we have 200 to 400 contestants compete at the Bust-Out rodeo. Of course, these contestants venture into town, fill up their outfits at the local gas station, dine at the local restaurants, stock up on treats and trinkets at the local stores and are delighted with the opportunity to purchase the exceptional ice cream featured on the Boardwalk.

We welcome everyone from the Village of Big Valley, County of Stettler and the surrounding communities to support and enjoy the Bust-Out Rodeo. Each year we welcome 1,000 plus Rodeo patrons and purposely kept our admission price low to make the Bust-Out Rodeo an affordable event.

Our event is promoted by signs, flags and recognition during the Rodeo, along with posters, radio advertisements, social media, newspaper and word of mouth advertisements in the weeks leading up to our event.

Thank you for taking the time to consider our request. Your support has been invaluable to us, and we look forward to seeing you at the Bust-Out Rodeo 2026!

Sincerely,

Amanda Baird
President



COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name Stettler Jr/SR High School Rodeo

Organization Address Box 2027 Stettler, AB T0c 2L0

Community Stettler Province AB Postal Code T0c 1G0

Contact Person Jayna Hankins

Telephone 403 741 9759 Email Address jaynahankins@hotmail.ca

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? _____

Incorporation Number _____

Name of Event or Project Stettler JR/SR High School Rodeo

Project Type Event Project Date of Event Aug. 28, 29, 30th 2026

Has this project applied for Community Investment Program funding before? (Circle one)

YES NO

What is the total amount you are requesting from the County of Stettler? 500.00

Are you receiving any other additional financial assistance through grants or other sponsors?

Yes - Sponsors

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

- Provide as much detail as possible to give a clear idea of what your event/project will include.
- How will the grant funding be used?
- Is the event or project available to all County of Stettler residents? Please provide details.
- How many individuals will participate and directly benefit from your event or project?
- Who will be served by your event or project?
- Are there physical or financial barriers that would prevent anyone from participating in the event or project?
- How will you promote your event or project to participants and/or the public?
- How will you engage the community in your event or project?
- Are there any other County of Stettler groups that will be contributing to the event or project? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Jayna Hankins
 Print Name

volunteer
 Title/Position


 Signature

March 15/26
 Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM. Late applications are not considered but may be re-submitted for the next intake. Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:
recreation@stettlercounty.ca or
Deliver to County of Stettler Attn: Recreation
6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0

Community Investment Program Application

Spring 2026



To: Our Local Business Owners and Valued Sponsors

***RE: Stettler High School Rodeo Club
Sponsorship 2026 – Stettler Junior and High School Rodeo***

The Stettler High School Rodeo Club will be hosting the Stettler Junior High and Stettler High School Rodeos on the weekend of August 28, 29 & 30, 2026 at the Stettler Rodeo Grounds.

Our rodeo kicks off the new Alberta High School Rodeo season, which will see kids from Grades 5-12 compete across our province for points, with hopes of making it to the Alberta High School Rodeo Provincial Finals in the spring of 2027. If successful at Provincial Finals, Junior High School Rodeo contestants and High School Rodeo contestants move on to represent Alberta at the National level in the USA, and at Canadian High School Rodeo Finals. We are excited to host this event each year and we are currently seeking community support and sponsorship for our four-day event to off-set expenses for this non-profit group.

Our sponsors are highlighted in our Rodeo program, and noted, highlighted, and recognized by our announcer throughout the entire weekend. Sponsors who contribute at the \$100 level and above are invited to provide us with a banner to be hung in the rodeo arena for the weekend.

We expect to host more than 150 families at the Stettler Rodeo Grounds for the August 28-30 weekend, our host committee has more than 20 local families participating, volunteering, and helping to organize this event. Junior High and High School students will compete in events including Breakaway Roping, Team Roping, Bareback and Saddle Bronc Steer Riding, Tie-Down Roping, Ribbon Roping, Barrel Racing, Pole Bending, Goat Tying Chute Dogging and Bull Riding.

We sincerely appreciate any support we receive.

Sincerely,

Stettler High School Rodeo Club



COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name Red Willow Agricultural Society

Organization Address Box 574

Community Stettler Province AB Postal Code TOC 2L0

Contact Person Heather Fletcher

Telephone 403-741-7420 Email Address redwillowagsociety@hotmail.com

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? June 18, 1974

Incorporation Number unknown

Name of Event Red Willow Father's Day Fair

Date of Event June 21, 2026

Has this project applied for Community Investment Program funding before? (Circle one)

YES NO

What is the total amount you are requesting from the County of Stettler? \$1,000

Are you receiving any other additional financial assistance through grants or other sponsors?

We are soliciting businesses for prizes.

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

Provide as much detail as possible to give a clear idea of what your event will include.

How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?

How will you engage the community in your event?

Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Heather Fletcher
Print Name

Heather Fletcher
Signature

Treasurer
Title/Position

May 24, 2026
Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM.

Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:

recreation@stettlercounty.ca or

Deliver to County of Stettler Attn: Recreation

6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0

The Red Willow Agricultural Society (RWAS) would like to apply for a grant through the County of Stettler Community Investment Program. We would use this funding to cover costs associated with our 2026 Red Willow Father's Day Fair (Fair).

The Fair will be held on June 21, 2026. The purpose of this event is to bring community members together for a day of fun, food, games and fellowship. The Fair is open to everyone. There will be activities for people of all ages, but the event is especially geared toward families and kids. The entry fee is \$10 per carload. RWAS will cover the cost for attendees who are unable to pay the gate fee. Based on attendance of similar events that RWAS has held, we estimate that 200 people will attend this event.

We will be holding many games and activities during the Fair. Adult games include log sawing, hay bale toss and tug-of-war. Children's activities will include sack races, three-legged races, a dig pit, and face painting. Additionally, the Fair will have a concession booth, dunk tank, wagon rides, an interactive animal area and market vendors. A vehicle Show and Shine will also take place during our Fair. If the weather cooperates, we will also have a hot air balloon that attendees can ride.

We are promoting this event with posters placed around the county, Facebook posts, radio spots, road signs, and word-of-mouth.

Our budget for this event is \$2,000. Costs include compensation for vendors, dunk tank rental, prizes, decorations, porta-potty rental and advertising.

Thank you for your consideration.

Heather Fletcher, Treasurer

Red Willow Agricultural Society

RED WILLOW'S 2026 FATHER'S DAY FAIR

Sunday, June 21, 2026
11 AM - 3 PM

**RED WILLOW
RECREATION GROUNDS**

\$10 per carload



— *Special Feature* —
Tethered Hot Air Balloon
(weather permitting)

Pie Eating at 2:30 PM

Country Competitions

- Log Sawing
- Milking Contest
- Wheelbarrow Races
- Hay Bale Toss
- Tug-of-War

Interactive Animal Area.
Meet Otis the Owl!

Kids' Fun Zone

- Dig Pit
- Sack Races
- Three-Legged Races
- Face Painting
- Kids' Games & Prizes



Fair Favorites

- Dunk Tank
- Concession
- Music
- Horse & Wagon Rides
- Market Vendors
- 50/50 Duck Bingo

Show & Shine

Bring Your Pride & Joy!





COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name Big Valley Agricultural Society
Organization Address Box 7
Community Big Valley Province AB Postal Code T0J 0G0
Contact Person Andrea Webster, Grant Director
Telephone 403 741 5045 Email Address danweb@telusplanet.net

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? 1987

Incorporation Number 5914284699

Name of Event Big Valley Street Festival

Date of Event July 11/2026

Has this project applied for Community Investment Program funding before? (Circle one)

YES 2023 NO

What is the total amount you are requesting from the County of Stettler? \$3500

Are you receiving any other additional financial assistance through grants or other sponsors?

some sponsorship from others

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

Community Investment Program Application

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

Provide as much detail as possible to give a clear idea of what your event will include.

How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?

How will you engage the community in your event?

Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Andrea Wikster
Print Name

[Signature]
Signature

Grant Director
Title/Position

May 24/26
Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM.

Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:

recreation@stettlercounty.ca or

Deliver to County of Stettler Attn: Recreation

6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0

Attachment to Community Investment Program Application for May 31, 2026

Submitted by Big Valley Agricultural Society

The Big Valley Street Festival is an annual event that brings together residents, visitors and businesses for a day of fun, entertainment and community engagement. We close off part of our Main Street for live music, a BBQ, vendor market, carnival food, a car show, beer garden and games for all ages. We estimate that around 250 to 300 local people attend the event every year. And in the middle of the Festival approximately 200 people arrive in our Village on the train as well. It is a lively day for our community!

Our goal for the event is to make it free for everyone to attend, free or low cost to participate, and free to have lots of fun and laughter.

This event is hosted by a committee of the Big Valley Agricultural Society. We encourage other community groups to participate, with activities and volunteers from the Big Valley Community Ladies Group, Big Valley Curling Club, Big Valley E-Free Church, Friends of the Big Valley Library and Friends of the Big Valley School. Many local businesses are involved, including the Big Valley Inn, Ice Claws Aesthetics, Prairie Fitness, Secure Energy, All That Buzz, Big Valley Bottle Depot, Daisy's Ice Cream and White Owl Service. Councillors and staff of the Village of Big Valley are also big supporters. Along with getting to showcase their organization it is a day of fun for the volunteers and businesses as well!

We advertise in the Big Valley Whistle, on our Facebook page, with posters on as many bulletin boards as possible and with Magnetsigns in Stettler and near Big Valley.

Our budget this year is as follows:

Advertising	\$800
Set up and Clean up	\$500
Entertainment	\$3,500
Food and Supplies	\$3,200
Total	\$8,000

We are asking the County Community Investment Program to help to offset the cost of this annual Festival with a grant of \$3,500.

Thank you very much for your consideration,



Andrea Webster
Grant Director, Big Valley Ag Society
Organizer, Big Valley Street Festival

Barricades
Money C/F

Andrea Webster

2026 Big Valley Street Festival

Email Address: BigValleyStreetFestival@gmail.com



SAVE THE DATE: JULY 11, 2026

The Big Valley Street Festival is an annual celebration that brings together residents, visitors, and businesses in a day of fun, entertainment, and community engagement. This year, we have ambitious plans to make the festival even more memorable, featuring live performances, local artisans, food vendors, and various family-friendly activities.

To make this event a success, we are seeking partnerships with businesses like yours that share our commitment to enhancing the local community.

Specifically, we are looking for support in the form of:

1. Food & Beverage Donations – Available at the Welcome Tent
 1. Pop
 2. Water
 3. Small Individual Bags of Chips
2. Monetary Donations/Sponsorship (*Cheques Payable To "Big Valley AG Society"*)
 1. Band Fees
 2. Game Prizes
 3. Car Show Cash Prizes - 1st \$125, 2nd \$75, 3rd \$50 & Judges Choice \$50 (Total \$300)
 4. Kids Zone Activities (examples)
 1. Face Painting
 2. Balloon Animals
 3. Photo Booth
 5. BBQ Hamburgers, Hot Dogs, Buns & Condiments
 6. Mini Donuts
 7. Cotton Candy
3. Volunteers
 1. Set Up / Clean Up
 2. Welcome Booth
 3. Kids Zone
 4. Mini Donuts
 5. Cotton Candy
 6. BBQ Hamburgers
 7. BBQ Hot Dogs
4. Food or Beverage Trucks

We believe that your involvement will play a crucial role in making the Big Valley Street Festival a memorable event. We look forward to working together to create an experience for the whole community.

If you are interested in contributing to the 2026 Big Valley Street Festival or have any inquiries, please feel free to reach out to us at BigValleyStreetFestival@gmail.com

Any cheques being provided for Monetary Donations/Sponsorship are to be made payable to the **"Big Valley AG Society"**.

Thank you for considering our request, and we hope to welcome you as a valued partner in the 2026 Big Valley Street Festival.

Sincerely,

Big Valley Street Festival Organizing Committee

BIG VALLEY STREET FESTIVAL

SATURDAY, JULY 11, 2026

2 TO 11 PM • MAIN ST, BIG VALLEY AB

5:30 SPLASH & CASH DUNK TANK

2 - 7 PM
VENDOR
MARKET

MUSIC BY: ROCKIN' ROBBIE
PRESLEY BATTLE
BOTTLE ROCK-IT

4 - 7 PM
PIONEER
GAMES



- CAR SHOW BEGINS AT 2:00 PM •
- CARICATURE ARTIST • COFFEE TRUCK •
- BEER GARDEN • CARNIVAL FOOD •
- 2 TO 6:30 PM BBQ BY DONATION •
- 7 TO 11 PM GOURMET HOT DOGS \$5 •



BIGVALLEYSTREETFESTIVAL@GMAIL.COM
FIND US ON FACEBOOK (SCAN THE QR CODE)



City of Stettin No. 6

Council Meeting - Wednesday, June 10, 2026

Community Investment Program

Letter of Request

Sharebear Playschool has been operating in the Stettler community for over 30 years now and has touched the lives of many young people as they enter the world of education. Sharebear not only provides a strong foundation of learning for 3 & 4 year olds but a unique experience they won't soon forget. Experiences like classroom greenhouse, hatching butterflies to release, class pets to take care of, mini field trips, the thrill of sitting in a real police car and the friendships they form before kindergarten.

In our March board meeting, we discussed some potential projects for the school that we would require funding for. The one we kept coming back to was the play kitchen in the basement that the kids all thoroughly enjoy, but it's very old and there's only room for a couple of kids at a time (it's small). The research behind the benefits of a play kitchen for small children is bewildering. Having fun with a lifelong monotonous task is among the top benefits but also the level of creativity, learning that cleaning up is part of the fun even in the kitchen and sparking the desire to participate in cooking at home with their parents!

We are asking for funding to replace & upgrade the play kitchen which would increase the size of this play space and the funding to purchase accessories which would create everlasting fun! (The pots and pans, plates, spoons and spatulas, "food & drinks", etc.

Upon completion, this project will be available to all of Sharebear Playschools registered children for the next 30 years. We currently provide our 2025/2026 program to 24 children so over 30 years = 720 kids will enjoy the space!!

We post on our community Facebook page often and we would update the website with pictures of the new space. There will be a special dedication to the funding source of the project. So far we have no other sources of funding for the project and our teacher firmly believes that \$1000 would create an amazing space with room for all the children who want to play "kitchen".

We thank you for your time and for considering us as a candidate for funding.

Regards,

Nichole Rajewski
Director of Grants & Funding
Sharebear Playschool Organization



COMMUNITY INVESTMENT PROGRAM APPLICATION FORM

Organization Name Sharebear Playschool Organization

Organization Address 4720 52 Street

Community Stettler Province AB Postal Code T0C2L0

Contact Person Nichole Rajewski

Telephone 403 5969046 Email Address nicholerajewski@gmail.com

What is the nature of your group?

- Registered Society
- Registered Charity
- Non-profit group
- Ad Hoc group of citizens

If your group is registered, what is the date of incorporation? _____

Incorporation Number _____

Name of Event Kids Kitchen Space

Date of Event _____

Has this project applied for Community Investment Program funding before? (Circle one)

YES **NO**

What is the total amount you are requesting from the County of Stettler? \$1000

Are you receiving any other additional financial assistance through grants or other sponsors?

Yes, but not for this specific project.

If you are hosting an event, please indicate who can participate?

- Anyone can attend for free
- Anyone can attend for a fee

- Only members can participate but membership is free
- Only members can participate and there is a fee for membership
- Closed group (no ability to join)

Attach a Letter of Request to this Application and include the following:

Provide as much detail as possible to give a clear idea of what your event will include.

How will the grant funding be used?

Is the event or project available to all County of Stettler residents? Please provide details.

How many individuals will participate and directly benefit from your event?

Who will be served by your event?

Are there physical or financial barriers that would prevent anyone from participating in the event?

How will you promote your event to participants and/or the public?

How will you engage the community in your event?


Are there any other County of Stettler groups that will be contributing to the event? If so, please provide a brief overview of their contribution.

Applicants who are awarded funding are required to acknowledge the County of Stettler as a sponsor of the event, this includes use of the County of Stettler logo on any marketing materials. A banner can be supplied and picked up for your event.

I certify that the information provided on this application form is correct to the best of my knowledge.

Nichole Rajewski

Print Name



Signature

Director of Grants + Funding

Title/Position

March 28, 2026

Date

The two annual Application Intake Deadlines are: December 31, 4:30 PM; OR May 31, 4:30 PM. Late applications are not considered but may be re-submitted for the next intake.

Before you submit, please confirm that you have completed all steps:

- Completion of the application form.
- Letter of request is attached.
- Copy of current event information, poster, or other relevant materials.

SUBMIT THIS FORM AND ALL ATTACHMENTS TO:

recreation@stettlercounty.ca or

Deliver to County of Stettler Attn: Recreation

6602-44 Avenue, Box 1270, Stettler, AB T0C 2L0

Stettler Friends of the Library Society
6202 – 44 Avenue
Stettler, AB T0C 2L1
Phone: 403-742-2292

June 2, 2026

County of Stettler No. 6
6602 – 44 Avenue
Box 1270
Stettler, AB T0C 2L0

Re: Culture Days Grant Application – Stettler Friends of the Library Society

Dear Reeve Clarke and Esteemed Councillors,

On behalf of the Stettler Friends of the Library Society, I am writing regarding our plans for Alberta Culture Days 2026. Unfortunately, we missed the application window for the County's Community Investment Grant this year. However, we wanted to inquire whether any funding remains available and whether the County would be willing to consider supporting our Culture Days programming through an alternative funding arrangement.

This year's Culture Days celebration will focus on celebrating Scottish heritage and culture through a variety of free, family-friendly events taking place throughout September. Programming will be open to residents of both the Town and County of Stettler, as well as visitors from the surrounding region.

Our community partners include the Stettler Town and Country Museum, Stettler Recreation Centre, Stettler Public Library, and the Stettler Regional Board of Trade. Together, we are developing engaging and accessible programming that will highlight Scottish traditions, music, storytelling, history, food, and cultural experiences.

As in previous years, all events will be offered free of charge to reduce barriers to participation and encourage broad community engagement. We anticipate welcoming several hundred participants throughout the month and believe the celebration will contribute to community connection, cultural learning, and regional tourism.

Should the County have remaining grant funds available and be amenable to supporting Culture Days activities this year, we would be sincerely grateful for your consideration. Any contribution would help offset programming costs, materials, and event expenses, ensuring that these opportunities remain accessible to all.

Thank you for your time and consideration. We appreciate the County's ongoing support of community cultural initiatives and would welcome the opportunity to provide any additional information you may require.

Sincerely,

A handwritten signature in cursive script, appearing to read "G. Tennant".

Gayle Tennant, President
Stettler Friends of the Library Society



Request for Decision

Agenda Item: Botha Stormwater Management Infrastructure – Railway (50th) Avenue.

Issue

Administration has identified the need to upgrade stormwater management infrastructure on the north side of Railway Avenue located in the Hamlet of Botha. Proposed construction is adjacent to the frontage of properties described as Plan 082 1859 – Block 2 Lots 3 – 9 and, Plan 082 1859 Block 3 Lot 3, 4 and 7. (See Figure #1 – Construction Limits)

Recommendation / Options

1. That County of Stettler No.6 Council authorizes Administration to procure materials, utilize contracted support and County of Stettler equipment and labour as needed to complete the project with budget allocations to support,
 - a. County supplied CSP culverts, CSP drop inlets, pre cast catch basin manhole, and inhouse fabrication estimated = \$85,000.00 + GST.
 - b. Contracted services including survey control, record drawings, construction, installation of catch basins, culvert and finished grade work estimated = \$165,000.00 + GST.

Or

2. That the County of Stettler No. 6 Council direct Administration to defer this matter to future budget considerations.

Background

In 2025, County of Stettler Planning & Development identified the need to establish grading requirements for residential lots in the Hamlet of Botha. The County of Stettler retained Rohi Engineering Ltd. to prepare a lot grading plan and associated lot grading certificates. The original scope of services was to establish lot elevations to ensure effective stormwater management and reduce drainage related to residential development.

With the completion of the grading certificates, limited capacity drainage corridor deficiencies were identified that would be further exacerbated post lot development.

A constrained workspace eliminates the opportunity to utilize conventional ditching for stormwater collection. Operations Staff determined that strategically placed 800 mm corrugated drop inlets (see Figure #2 – CSP Drop Inlet Detail) connected to 600 mm corrugated culvert as previously designed and utilized in the Hamlet of Gadsby would offer a cost effective and functional solution. Operations Staff expanded the scope of work and provided ROHI Engineering with the material details to complete a detailed design package. Final design was received in April 2026 and final review comments submitted in May 2026.

Initial pre-tender cost estimate received from ROHI, after internal review Operations Staff found cost savings by completing engineering fieldwork, procuring materials and fabrication of components in house, as well working with local contractors to complete the construction.

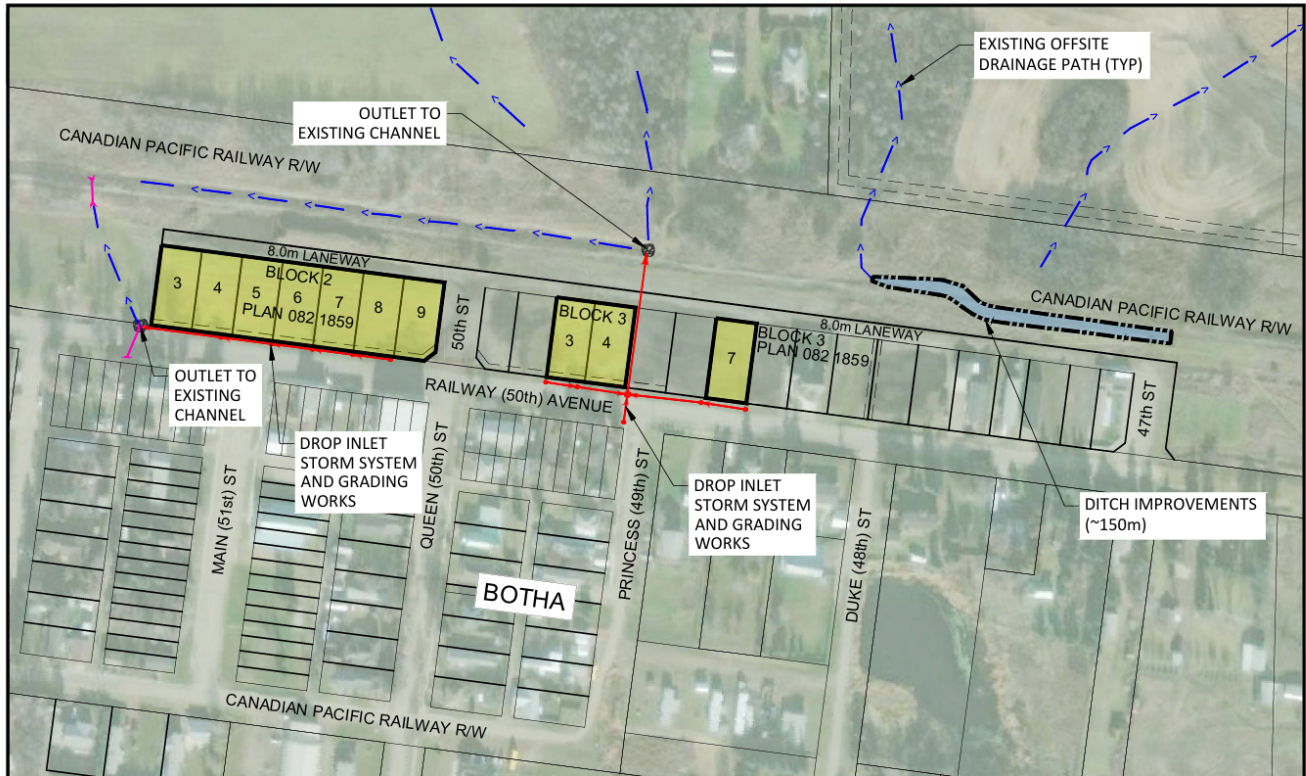


Figure #1 – Construction Limits

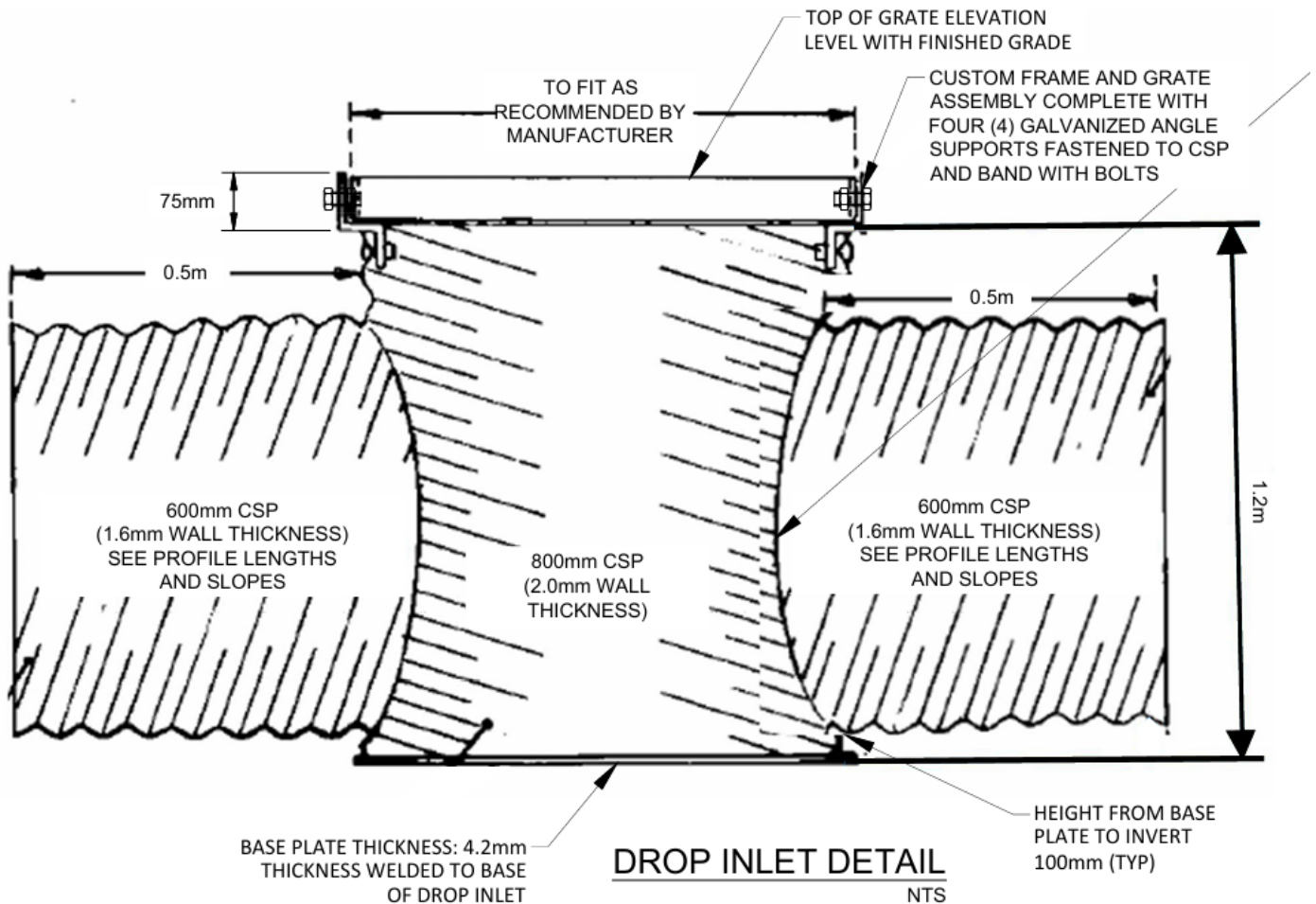


Figure #2 – CSP Drop Inlet Detail

Financial

Funds to complete the project will require a Council approved general operating reserve transfer.

Policy/Legislation

Municipal Government Act: 248(1) A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council, (2) Each council must establish procedures to authorize and verify expenditures that are not included in a budget.

Administration and Finance Policy 6.14 - Non-Budget and Pre-Budget Expenditures (1) If a proposed unbudgeted expenditure is not of an emergency nature and (b) the expenditure will exceed the Budget for the program or function, Council must approve the expenditure.

Implementation

Administration will proceed as per direction from Council.

Target Decision Date

June 10, 2026

Prepared By

Andrew Phillips, Director of Engineering and Facilities

Reviewed By

Greggory Jackson, Director of Operations

Yvette Cassidy, Chief Administrative Officer



Request for Decision

Agenda Item: Boehlke's Pond Feasibility and Conceptual Design

Issue

Proposals were sought to undertake a feasibility study and develop a conceptual design for Boehlke's Pond.

Options for Consideration

1. That the County of Stettler No. 6 award the Boehlke's Pond Feasibility and Conceptual Design project to SweetTech Engineering Consultants, Calgary, Alberta, in accordance with the County's Request for Proposal and SweetTech's submitted proposal, for a total project cost of \$96,408.00 plus GST.

OR

2. That Council provide further direction to Administration regarding the Boehlke's Pond Feasibility and Conceptual Design project.

General

Boehlke's Pond is a provincially owned waterbody and day-use recreation site located approximately 10 km north of Endiang. Constructed in the late 1970s through the Province's Fisheries Enhancement, Buck for Wildlife program, the site historically operated as a stocked recreational fishery. Ownership remains with the Province and the site is governed under Water Licence 00258905-00-00, held by Alberta Environment and Protected Area. In 1997, responsibility for the fish stocking and site management was transferred to the Alberta Conservation Association.

Over time, the site's remote location, recurring vandalism, aging infrastructure and limited maintenance resulted in deteriorating conditions. Existing infrastructure, including the dam, outlet control structure, access road and public amenities, has significantly deteriorated, while recurring winterkill events led to the discontinuation of fish stocking in 2017. The County of Stettler subsequently became involved through a maintenance agreement with the Alberta Conservation Association and currently provides limited services, including grass cutting and garbage collection.

Despite its current condition, Boehlke's Pond remains regionally significant due to its location near the boundaries of the Counties of Stettler, Paintearth, Starland and Special Areas. Recreational opportunities in the surrounding area are limited, and Alberta Environment and Protected Areas have expressed interest in working with municipal partners to determine a long-term future for the site. Potential options include rehabilitation as a recreational fishery and park or conversion to a naturalized wetland.

At its meeting held on December 11, 2024, Council passed a Resolution 502.12.11.24 directing Administration to apply for Alberta Community Partnership Program grant funding to undertake a

feasibility study for Boehlke’s Pond. Funding was secured in the spring of 2026, and a Request for Proposal was issued seeking qualified consulting firms to complete a feasibility study and conceptual design to assess site conditions, evaluate future management options and develop recommendations to support future decision-making.

Seven proposals were received from consulting firms across Alberta. A two-person evaluation committee assessed each submission using the weighted criteria outlined in the Request for Proposal: pricing (40%), understanding and methodology (20%), key staff qualifications (25%) and relevant experience and references (15%). While cost is an important consideration, the committee’s recommendation reflects the proposal that achieved the highest overall evaluation score and demonstrated the strongest combination of technical understanding, relevant experience, qualified personnel and value to the County.

Boehlke’s Pond Feasibility Study & Conceptual Design Evaluations				
Contractor, Pricing & Overall Score	Pricing 40%	Understanding and Methodology 20%	Key Staff Qualifications 25%	Relevant Experience and References 15%
SweetTech Engineering Consultants \$96,408 89.5/100	40/40	14/20	21.25/25	14.25/15
ROHI Engineering Ltd. \$62,606 74.25/100	40/40	11/20	15/25	8.25/15
Authenticcity Design Inc. \$53,780 62.25/100	32/40	12/20	13.75/25	4.5/15
Clifton Engineering Group Inc. \$30,024.60 56.5/100	24/40	9/20	17.5/25	6/15
Stantec Consulting Ltd. \$162,239.60 56.5/100	0/40	18/20	25/25	13.5/15
MAGNA Engineering Services \$177,033.40 30.75/100	0/40	13/20	12.5/25	5.25/15

groundcubed \$127,781 0/100	Disqualified due to major bid submission errors
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Financial

The Alberta Community Partnership Program provided \$125,000 in funding, representing 100% of the total project budget, excluding GST.

Policy/Legislation

AF 6.17 – Procurement, Disposition, and Tendering

Municipal Government Act, RSA 2000, Chapter M-26

Section 248 (1)

Where a municipality may only make expenditure that is: (1) included in an operating budget, interim operating budget or capital budget or authorized by the Council.

Implementation/Communication

Subject to Council approval, the consultant is expected to commence work immediately following contract award and complete the project by September 2026.

Target Decision Date

June 10, 2026

Prepared By

Kristie Vallet

Reviewed By

Yvette Cassidy, Chief Administrative Officer



Request for Decision

Agenda Item: Policy AF 6.32 - Privacy Management Program

Issue

The Protection of Privacy Act requires public bodies implement a Privacy Management Program

Options for Consideration

1. The Council of the County of Stettler No. 6 approves policy AF 6.32 - Privacy Management Program, as presented.

OR

2. That the Council of the County of Stettler No. 6 approves Policy AF 6.32 - Privacy Management Program with the following amendments: _____;

General

Council is being asked to adopt new Policy AF 6.32 - Privacy Management Program (PMP), which establishes the County’s documented framework for the lawful, accountable, and transparent management of personal information. The PMP codifies existing practices and introduces updated standards on information classification, education, the use of artificial intelligence, security safeguards, privacy impact assessments, and privacy breach reporting.

While the County has always been committed to responsible information handling, those practices were built around the former statute’s requirements and were not consolidated into a single, publicly available policy document. The new legislation fundamentally updates the County's obligations in scope, specificity, and accountability. Policy AF 6.32 consolidates, modernizes, and formalizes all privacy-related practices into a single publicly available policy document, meeting the new statutory standard.

Policy AF 6.32 includes a transitional clause requiring full implementation of all operational changes — including updated forms, data repositories, and collection notices across County departments — to be completed by December 31, 2026.

In addition to the PMP applying to all County employees and contractors, it also establishes the following accountability structure:

Role	Designation Under Policy AF 6.XX	Primary Responsibilities
Chief Administrative Officer (CAO)	Head of the public body for ATIA purposes	Final accountability for access decisions and PMP implementation; reports annually to Council

Privacy Officer	Designated by the CAO	Day-to-day privacy compliance coordination; access/correction request processing; PIA coordination; breach response; training
Department Directors	Departmental leads	Accountable for privacy compliance within their department; must involve Privacy Officer in new initiatives
Council	Governing authority	Adopt the policy and material amendments; receive annual CAO compliance report

Though most of the policy codifies existing practices, there are some substantive changes and new obligations that Policy AF 6.32 introduces relative to our existing practices.

Under the Ministerial Regulation, the County of Stettler No. 6 is now required to assign and apply formal security classification levels to personal information, data derived from personal information, and non-personal data, based on sensitivity and associated risk.

This policy introduces an express prohibition on the use of personal information in generative or automated decision-making tools — including artificial intelligence (AI), machine learning, and large language models — unless such use is done in accordance with a formal (future) County policy on the use of artificial intelligence.

POPA requires the County to make reasonable security arrangements to protect personal information, proportional to the sensitivity and volume of information held. Policy AF 6.32 formalizes the County's safeguards across three categories: Administrative, Physical, and Technical.

A Privacy Impact Assessment (PIA) is a systematic process for identifying, assessing, and mitigating privacy risks before a new or changed program, service, or system is implemented. While PIAs have been a part of the privacy landscape for some time, the new legislation introduces mandatory trigger points where a public body must undertake a PIA and provide it to the Office of the Information and Privacy Commissioner.

Under POPA s.38, the County of Stettler No. 6 is now required to notify both the OIPC and affected individuals of a privacy breach where there is a real risk of significant harm to individuals. This is a new mandatory external notification obligation that did not exist under the FOIP Act.

Mandatory training for staff is now required at least annually.

Financial

While there is no direct financial implication to the adoption of the PMP, the new requirements will require additional staff time.

Policy/Legislation

Municipal Government Act, RSA 2000, Chapter M26

Section 180 (1)

A Council may act only by resolution or bylaw.

Protection of Privacy Act, SA 2024, c P-28.5

Privacy management program

25(1) A public body must establish and implement a privacy management program consisting of documented policies and procedures that promote the public body's compliance with its duties under this Act.

(2) A privacy management program must

- (a) be proportional to the volume and sensitivity of the personal information in the custody or under the control of the public body, and
- (b) comply with the prescribed requirements.

(3) Any person may request a copy of a public body's privacy management program and the public body must provide the person with a copy, or with directions to where the person may access a copy, within 30 business days of the request.

(4) A request made and the public body's response under subsection (3) must comply with the prescribed requirements.

(5) Notwithstanding subsections (1) and (3), a public body is not required to do the following until one year after this section comes into force:

- (a) establish and implement a privacy management program;
- (b) provide a person with a copy of its privacy management program or with directions to where the person may access a copy.

Implementation/Communication

Adoption is required by June 11, 2026 which is the one-year anniversary of the proclamation of POPA.

Target Decision Date


June 10, 2026

Prepared By

Andrew Brysiuk

Reviewed By

Yvette Cassidy, Chief Administrative Officer

	County of Stettler – Legislative Policy		
	Categorization Administration & Finance		Policy No. AF 6.XX
	Policy Name Privacy Management Program		
	Approved By: Council	Approval Date	Latest Revision

Purpose

The Council of the County of Stettler No. 6 recognizes privacy as a fundamental value and a right of individuals whose personal information is held by the County as entrenched by legislation. The Council is committed to ensuring that:

- The County collects, uses, and discloses personal information only as authorized by law and as necessary to deliver its programs and services;
- Privacy is embedded in the design and delivery of all County programs, services, and systems from their earliest stages;
- Adequate resources — including staffing, training, and technology — are allocated to support the County's privacy obligations;
- This Privacy Management Program is publicly available, actively implemented, and reviewed on a regular basis; and
- People who interact with the County can trust that their personal information is handled with care, respect, and transparency.

The County of Stettler No. 6 is committed to the responsible, accountable, and transparent management of personal information in accordance with Alberta law. This Privacy Management Program establishes the County's documented policies, procedures, accountabilities, and controls designed to:

- Promote and demonstrate compliance with the Protection of Privacy Act, specifically the requirement under POPA that every public body must have, and make publicly available, a privacy management program;
- Ensure the accountable, ethical, and lawful management of personal information collected, used, disclosed, retained, and disposed of by the County in the delivery of its programs and services;
- Protect individuals' privacy rights and maintain public trust in the County's stewardship of personal information;
- Provide clear guidance to County employees, elected officials, contractors, and service providers on their privacy obligations; and

- Establish mechanisms for continuous improvement, including training, privacy impact assessments, breach management, and annual review.

Definitions

ATIA means the Access to Information Act (ATIA), SA 2024, c A-1.4 and includes any regulations thereunder;

The **County** means the County of Stettler No. 6;

Personal Information has the meaning given to it under POPA;

A **Privacy Impact Assessment ("PIA")** is a systematic process for identifying, assessing, and mitigating privacy risks associated with a proposed or changed program, service, or system.

PMP means Privacy Management Program;

POPA means the Protection of Privacy Act, SA 2024 c P-28.5 and includes any regulations thereunder;

Procedure

Legislative Framework

The County's privacy and access to information obligations are primarily governed by the following legislation and regulations:

<i>Legislation / Instrument</i>	<i>Relevance to the County</i>
<i>Protection of Privacy Act (POPA), SA 2024, c P-28.5</i>	Primary legislation governing the County's collection, use, disclosure, retention, and security of personal information held by the County as a public body.
<i>Access to Information Act (ATIA), SA 2024, c A-1.4</i>	Governs the right of access to records held by the County.
<i>Protection of Privacy Regulation and Protection of Privacy (Ministerial) Regulation</i>	Associated regulations providing further detail on POPA requirements, including security safeguards, data matching notification, PIA requirements, and breach notification procedures.
<i>Municipal Government Act (MGA), RSA 2000, c M-26</i>	Foundational municipal governance legislation. Establishes the structure, powers, and accountability of the County, including requirements for records management.

*Provincial Archives Act,
RSA 2000, c P-30*

Governs retention of public records and transfer obligations to the Provincial Archives. Informs the County's records retention schedule referenced in AF 6.04.

Scope

This PMP applies to all personal information collected, used, disclosed, retained, or disposed of by the County in the course of its operations. It applies to:

- All County employees (full-time, part-time, seasonal, and casual);
- All elected officials (Reeve and Councillors) in their capacity as members of the governing Council;
- All contractors, consultants, and agents performing work on behalf of the County;
- All volunteers who perform services for the County; and
- All third-party service providers who collect, access, use, or disclose personal information on behalf of the County.

This PMP applies across all County departments and operational areas.

This PMP does not govern personal information that falls outside POPA's jurisdiction (e.g., personal information held by private-sector organizations that are not acting on behalf of the County).

Accountability

The County of Stettler No. 6 is a municipal public body incorporated under the *Municipal Government Act*. The following governance roles apply for privacy and access to information purposes:

- The Chief Administrative Officer ("CAO") is designated as the Head of the County for purposes of ATIA. The CAO holds final accountability for access to information decisions and PMP implementation. The CAO may delegate specific responsibilities to the Privacy Officer or other designates. The **CAO** is the senior official accountable for the implementation of this PMP and for ensuring that all County departments and personnel comply with POPA, ATIA, and the policies set out herein. The CAO reports to Council on privacy matters, including significant privacy breaches and the outcome of annual PMP reviews.
- Council: The elected Council of the County of Stettler No. 6 (Reeve and Councillors) provides policy oversight and approves this PMP and any material amendments thereto.
- Privacy Officer: Designated by the CAO. Coordinates day-to-day PMP implementation, training, access request processing, PIA coordination, and breach response.

- Department Directors: Each Director is accountable for compliance with this PMP within their respective department, ensuring staff training, proper collection practices, and adherence to retention and security obligations.
- All Employees, contractors, and volunteers shall collect, use, and disclose personal information only as authorized, complete mandatory annual privacy training, report suspected privacy breaches immediately to supervisor and Privacy Officer, follow secure handling practices, seek guidance from Privacy Officer when unsure of obligations and honour confidentiality obligations in employment/contractor agreements

Privacy Officer

The CAO may designate a Privacy Officer (previously referred to as the FOIP Coordinator or ATIA Coordinator) to coordinate the County's privacy management activities on a day-to-day basis. The Privacy Officer is the primary point of contact for all privacy matters within the County and for external stakeholders, including the OIPC.

The Privacy Officer's responsibilities include, but are not limited to:

- Serving as the County's primary point of contact for privacy matters, including for members of the public, staff, and the OIPC;
- Coordinating and administering Privacy Impact Assessments (PIAs), including determining PIA requirements, managing their preparation, and submitting them to the OIPC;
- Managing and processing access to information requests under ATIA and correction requests under POPA s.31, including liaising with departments, preparing responses, and tracking timelines;
- Designing, delivering, and maintaining privacy training programs for all County staff and providing privacy orientation for new employees;
- Monitoring the County's ongoing compliance with POPA, ATIA, and this PMP, and reporting compliance matters to the CAO;
- Leading the County's privacy breach response, including assessment, notification, and remediation;
- Maintaining the Privacy Breach Register, access and correction request log, and PIA inventory;
- Maintaining this PMP and recommending updates to the CAO and Council as required;
- Monitoring and incorporating OIPC guidance, orders, and regulatory changes into the County's practices; and

- Advising Department Directors and staff on privacy obligations arising from new or changing programs, services, or procurement.

Where no Privacy Officer is designated, the CAO shall be the Privacy Officer.

Training

The County is committed to building and sustaining a culture of privacy awareness and accountability. Privacy is not solely the responsibility of the Privacy Officer — every person who handles personal information on behalf of the County bears individual responsibility for its proper management.

Training requirements:

- Annual mandatory training: All County employees, contractors with ongoing access to personal information, and volunteers with access to personal information must complete privacy awareness training at least once per calendar year.
- New employee orientation: All new County employees receive a privacy orientation module as part of their onboarding process, prior to being granted access to personal information systems or records.
- Role-specific training: Employees in roles with heightened privacy responsibilities (e.g., Privacy Officer, Human Resources, Assessment, Bylaw/Protective Services) receive additional role-specific training aligned with their duties.
- Training records: The Privacy Officer maintains records of all privacy training completed by County staff, including dates, content covered, and attendees.
- Departmental accountability: Each Department Director is responsible for ensuring that all team members have completed mandatory training. Completion reports are provided to the CAO as part of the annual PMP review.

Personal Information

Under POPIA, personal information means recorded information about an identifiable individual. This includes information that, either on its own or when combined with other information, could reasonably be expected to identify a specific individual.

Examples of personal information commonly held by the County of Stettler No. 6 include, but are not limited to:

<i>Category</i>	<i>Examples Relevant to County Operations</i>
<i>Taxpayer and Assessment Records</i>	Landowner names and contact details linked to assessment accounts, property ownership records, assessment appeal submissions

<i>Utility Accounts</i>	Water and sewer account holder names, service addresses, billing and payment history, consumption data
<i>Development and Planning</i>	Development permit applicant names, contact information, site descriptions, subdivision application details
<i>Bylaw and Enforcement</i>	Complaint filers' names and contact details, enforcement subject information, inspection records
<i>Emergency Management</i>	Emergency contact registries, vulnerable persons information, evacuation records
<i>Employee and HR Records</i>	Employee personnel files, payroll records, health and disability information, performance evaluations, recruitment records, criminal record check results
<i>Agricultural Services</i>	Pesticide application requestor names, weed control order recipient details, agricultural service contact lists
<i>Recreation</i>	Program participant names and contact information, facility permit holders, recreation grant applicant financial information
<i>General Public Inquiries and Complaints</i>	Names and contact details of residents making service requests, road complaints, or general inquiries

Information that does not identify or allow identification of a specific individual (i.e., truly anonymized or aggregate data) is not personal information under POPA.

Classification

In accordance with the Protection of Privacy (Ministerial) Regulation, the County shall assign and apply security classification levels to personal information, data derived from personal information, and non-personal data based on sensitivity and associated risk.

Information Classification Levels

The County shall classify information as follows:

Information Classification	Risk Level	Examples	Safeguards
Unprotected	Low	Public information, business information	None
Protected	Moderate	Names with limited contact information, service requests, non-personal data generated from personal information	Access restricted to County employees
Confidential	High	Financial information, HR & employee records	Role-based access controls, encryption, audit logs

Restricted	Very High	Vulnerable persons	MFA, strict controls
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The classification, access, use, disclosure, and protection of information shall be managed in accordance with applicable legislation and municipal policies.

The County shall implement safeguards appropriate to the classification level, including measures to prevent the re-identification of non-personal data and shall ensure that all employees, officials, and contractors understand and apply classification requirements in their daily work.

Principles Governing Collection

The County of Stettler No. 6 collects personal information in accordance with POPA and the following principles:

1. **Lawful authority:** The County only collects personal information where it is authorized to do so. Under POPA, the County may collect personal information if:
 - 1.1. the collection is expressly authorized by another enactment of Alberta or Canada;
 - 1.2. the information is collected for law enforcement purposes; or
 - 1.3. the information relates directly to and is necessary for an operating program or activity of the County.
2. **Minimum necessary information:** The County collects only the personal information that is necessary for the identified purpose. The County does not collect personal information by indiscriminate means or in excess of what is required.
3. **Collection directly from the individual:** Where possible and appropriate, personal information is collected directly from the individual to whom it relates. Exceptions apply where collection from third parties is authorized under POPA.
4. **Notification at point of collection:** Individuals are notified of the purpose of collection, the legal authority, how the information will be used and disclosed, and who to contact with questions, at or before the time of collection.
5. **Purpose limitation:** Personal information is collected for a specific, clearly identified purpose. It is not collected for vague or undefined future uses.

Collection Notices

At or before the point of collection of personal information, the County provides individuals with a Collection Notice that includes the following elements:

- The legal authority for the collection (e.g., the specific provision of the Municipal Government Act or other enactment that authorizes collection, or a statement that collection is necessary for a specific operating program of the County);
- The purpose(s) for which the information is being collected;

- How the information will be used and to whom it may be disclosed;
- Whether collection is mandatory or voluntary, and the consequences of not providing the information; and
- The title and contact information of the Privacy Officer (or designate) who can answer questions about the collection.

Collection Notices are provided through appropriate means for the context of collection, including on paper forms, on the County website, verbally (where collection is by telephone or in person), and in electronic forms.

A template Collection Notice is provided in Schedule A to this PMP. Departments are responsible for adapting the template for their specific programs with assistance from the Privacy Officer.

Use of Personal Information

Personal information collected by the County is used only for the purposes for which it was collected (the “consistent purpose” rule), unless the individual has consented to another use, or another use is authorized under POPA. The County does not use personal information for purposes that a reasonable person would consider inappropriate.

Authorized secondary uses of personal information include those permitted under POPA, such as uses for archival, research, statistical, or audit purposes where permitted by regulation, or uses necessary to protect the vital interests of an individual.

Common uses of personal information by the County include:

- Tax administration: Processing property tax assessments, collecting taxes, issuing tax notices, and managing payment arrangements;
- Utility billing and service delivery: Managing water and sewer accounts, processing payments, and responding to service requests;
- Bylaw enforcement: Investigating alleged bylaw contraventions, issuing orders, and administering enforcement proceedings;
- Emergency management: Maintaining contact registries, coordinating evacuations, and providing emergency services;
- Employment administration: Recruiting, managing, compensating, and supporting County employees;
- Development permitting: Processing permit applications, conducting reviews, issuing decisions, and maintaining permit records; and
- Agricultural services: Delivering pest and weed control programs, processing rental applications, and maintaining producer contact lists.

Automated Decision Making

Personal information shall not be used in generative or automated decision-making tools, such as artificial intelligence, including machine learning and large language models, unless it is done so in accordance with a policy on the use of artificial intelligence. In the absence of such a policy, personal information shall not be used in generative or automated decision-making tools.

Non-Personal Data Generation

Anonymized or synthesized data which is derived from personal information shall be handled in accordance with the information classification assigned. A Privacy Impact Assessment shall be required for the disclosure of non-personal data to ensure non-personal data cannot be reassembled to identify individuals.

Disclosure of Personal Information

The County discloses personal information only as authorized under POPA. Authorized disclosures include those made:

- To the individual to whom the information relates;
- For the purpose for which the information was collected (consistent purpose);
- With the consent of the individual;
- For law enforcement purposes, including to law enforcement agencies where authorized by POPA;
- Where required or authorized by another enactment of Alberta or Canada;
- For emergency management or to protect the vital interests of an individual; and
- In other circumstances expressly authorized under POPA.

The County maintains a Disclosure Log documenting all non-routine disclosures of personal information, including the nature of the disclosure, the recipient, the legal authority, and the date.

All third-party service providers who will receive or have access to personal information on behalf of the County must enter into a Data Sharing or Data Processing Agreement prior to receiving any personal information.

Consent

Where the County's collection, use, or disclosure of personal information is based on the consent of the individual, the County ensures that consent is:

- Voluntary: The individual is not coerced or penalized for withholding consent in circumstances where consent is not legally required;

- Informed: The individual is provided with clear information about what they are consenting to, including the purpose, how the information will be used, and to whom it may be disclosed; and
- Specific: Consent is obtained for a defined purpose, and the County does not rely on blanket consent for undefined future uses.
- Consent is obtained at the point of collection or, for secondary uses not contemplated at collection, prior to the secondary use. The County retains records of consent obtained from individuals.

Data Matching

The County recognizes that data matching — linking personal information between two or more databases or electronic sources — involves privacy risks, including breaching the ‘consistent purpose’ rule, and is subject to specific requirements under POPA.

Before the County undertakes any data matching activity, the following steps must be completed:

- The Privacy Officer must be consulted to confirm that the proposed data matching is authorized under POPA;
- Where required by POPA or regulation, advance notification must be provided to the OIPC before commencing data matching;
- A Privacy Impact Assessment must be submitted to the OIPC where required by POPA; and
- Data derived from personal information must be handled in accordance with POPA Part 4, including restrictions on use and disclosure.

No County department or employee may conduct data matching without prior consultation with the Privacy Officer and compliance with all applicable POPA requirements.

Safeguards

The County shall make reasonable security arrangements to protect personal information against unauthorized access, collection, use, disclosure, copying, modification, or disposal. Security measures shall be proportional to the sensitivity of the personal information and the volume held by the County.

The County's security arrangements are organized into three categories: administrative safeguards, physical safeguards, and technical safeguards. All three categories of safeguards must be implemented and maintained, proportionate to the sensitivity of the person information and volume held by the County.

Administrative Safeguards

To protect information classified as protected, confidential, or restricted:

- This PMP and all related County policies referenced herein;
- Privacy Impact Assessments conducted prior to implementing new or materially changed programs or services involving personal information;
- Mandatory annual privacy training and new employee privacy orientation;
- Confidentiality obligations for all employees, which are incorporated into employment agreements and parallel confidentiality clauses in contractor agreements;
- Vendor and contractor screening: Prior to engaging contractors or service providers with access to personal information, the County assesses their privacy practices;
- Information classification: The County classifies information based on sensitivity and applies corresponding handling requirements;
- Clean desk policy: Employees must not leave personal information unattended in publicly accessible areas. Paper documents containing personal information are to be stored face-down in view of the public;

To protect information classified as restricted:

- Document handling policies: Personal information is not to be transmitted via unsecured email without encryption or other protective measures;

Physical Safeguards

To protect information classified as protected, confidential, or restricted:

- Controlled access: Access to County offices, records rooms, and areas containing personal information is restricted to authorized personnel. Areas are secured outside business hours;
- Visitor management: Visitors to County facilities are signed in and escorted in areas where personal information may be accessible;
- Secure shredding: Locked shred bins are available throughout County facilities for the disposal of paper documents containing personal information; and
- Physical security of IT infrastructure: County servers, network equipment, and storage media containing personal information are housed in access-controlled locations. Physical access is limited to authorized IT personnel.

To protect information classified as confidential or restricted:

- Locked filing: Physical records containing personal information are stored in locked filing cabinets or secure records rooms when not in use;

Technical Safeguards

To protect information classified as protected, confidential, or restricted:

- Network security: The County maintains firewalls, intrusion detection systems, and other perimeter security measures to protect County networks and systems;
- Security assessments: Regular vulnerability assessments and security audits of County systems are conducted. Findings are remediated in a risk-prioritized manner;
- Backup and testing: County data, including personal information, is backed up regularly. Backups are tested periodically; and
- Email security: The County implements email filtering, spam controls, and, where applicable, email encryption protocols to reduce the risk of personal information being inadvertently transmitted to unauthorized recipients.

To protect information classified as confidential or restricted:

- Role-based access controls: Access to County information systems containing personal information is granted based on job role and necessity. Access rights are reviewed when employees change roles or leave the County, and revoked promptly upon termination;

To protect information classified as restricted:

- Multi-factor authentication: Multi-factor authentication (MFA) is implemented where technically feasible for systems accessing sensitive personal information, including remote access;
- Encryption: Personal information is encrypted in transit (e.g., via TLS/HTTPS protocols) and at rest where technically feasible;

Third Party and Cloud Services

The County increasingly uses third-party service providers, including cloud-based software platforms, to deliver programs and services. Where these providers will handle personal information on the County's behalf, the following requirements apply:

- Pre-engagement assessment: Prior to engaging a third-party service provider, the Privacy Officer reviews the proposed arrangement and, where required, coordinates a Privacy Impact Assessment;
- Data Processing Agreement (DPA): A DPA must be executed before any personal information is transferred to or accessible by the service provider. The DPA must require the provider to:
 - Comply with POPA and all applicable Alberta privacy legislation;

- Implement security safeguards equivalent to or exceeding those required of the County;
 - Notify the County immediately upon discovery of a privacy breach involving County personal information;
 - Use personal information only for the purposes specified in the agreement;
 - Not sub-contract the handling of personal information without prior written consent of the County; and
 - Return or securely destroy all personal information upon termination of the contract.
- Data residency: Wherever possible, personal information shall be stored within Canada. Where personal information is to be stored outside of Canada, the County confirms this is permitted under POPA and considers the implications for individuals, documenting this assessment; and
 - Ongoing oversight: The County monitors third-party compliance with DPA requirements on an ongoing basis, including through audit rights where feasible.

Privacy Impact Assessments

A Privacy Impact Assessment ("PIA") is a systematic process for identifying, assessing, and mitigating privacy risks associated with a proposed or changed program, service, or system. Under POPA s.29, the County must submit a PIA to the OIPC before implementing any new program or service, or making a material change to an existing program or service, that:

- Involves personal information and relates to a common or integrated program or service;
- Involves data matching between two or more databases or electronic sources;
- Involves the collection or use of biometric information; or
- Is otherwise designated by regulation as requiring a PIA.

In addition to mandatory PIA requirements under POPA, the County voluntarily conducts PIAs for any new or significantly changed program or service that involves personal information and presents meaningful privacy risks, in alignment with OIPC guidance and privacy by design principles.

The Privacy Officer maintains a PIA Inventory tracking all completed and in-progress PIAs, their submission dates, OIPC responses, and implementation status. The PIA inventory is reviewed as part of the annual PMP review.

PIA Process

<i>Step</i>	<i>Action</i>	<i>Responsible Party</i>	<i>Output</i>
1	Identify: Department identifies a new program, service, or material change involving personal information	Department Director / Project Lead	Notification to Privacy Officer
2	Screen: Privacy Officer confirms whether a mandatory PIA is required or whether a voluntary PIA is warranted	Privacy Officer	PIA requirement determination
3	Conduct: PIA prepared using OIPC template. Department cooperates with Privacy Officer in providing program information	Privacy Officer with Department Director	Draft PIA document
4	Submit: Completed PIA submitted to OIPC before program implementation	Privacy Officer (approved by CAO)	Submitted PIA; OIPC acknowledgment
5	Review: Program proceeds after OIPC acknowledgment or review completion. OIPC recommendations are considered and addressed	Privacy Officer; Department Director	OIPC acknowledgment / recommendations
6	Implement: PIA findings and OIPC recommendations are implemented before or concurrent with program launch. PIA added to County's PIA inventory	Department Director; Privacy Officer	Updated PIA inventory; implemented controls

Privacy by Design

The County is committed to the principle of Privacy by Design — the practice of embedding privacy protections into the design and operation of new programs, services, and information systems from the outset, rather than as an afterthought.

In practice, Privacy by Design means that:

- The Privacy Officer is consulted at the earliest stages of planning for any significant new initiative, system, or procurement that will involve personal information;
- Privacy considerations — including collection minimization, data security, access controls, retention, and disposal — are addressed in project planning documentation before procurement or build commences;
- Privacy-protective defaults are adopted wherever possible (e.g., collecting the minimum necessary information, enabling privacy settings by default); and

- Where a PIA is not formally required, a privacy screening analysis is nonetheless conducted for any new initiative involving personal information.

Access to Information

Under the Access to Information Act, any person has the right to request access to records in the custody or under the control of the County, subject to the exceptions set out in ATIA. This right applies regardless of the applicant's citizenship, residency, or connection to the County.

The CAO, as Head of the County, is responsible for access to information decisions. The CAO may delegate this authority in writing to the Privacy Officer or another designate.

The County processes access to information requests in accordance with the following procedure:

<i>Step</i>	<i>Action</i>	<i>Responsible Party</i>	<i>Timeline</i>
1	Receipt: Access request received in writing (in person, by mail, or electronically). Request logged in the access request register	Administration	Date of receipt
2	Acknowledgment: Applicant receives written acknowledgment of receipt, including the assigned request number	Privacy Officer	As soon as reasonably practicable (within 5 business days)
3	Clarification: If the request is unclear or overly broad, the Privacy Officer contacts the applicant to clarify or narrow the scope (Duty to Assist)	Privacy Officer	Promptly; timeline tolled during clarification
4	Records retrieval: Privacy Officer coordinates with relevant departments to locate and retrieve responsive records	Privacy Officer; Department Directors	Within the 20-business-day response window
5	Review and severance: Records reviewed; exemptions considered and applied as appropriate; third parties notified if required by ATIA	Privacy Officer; CAO (or delegate)	Within the 20-business-day response window
6	Response: Written response issued to applicant with access decision, responsive records (or portions thereof), and notice of any fees payable. Extension notice issued if applicable	CAO or delegate	Within 20 business days of receipt (extendable per ATIA)

<i>Step</i>	<i>Action</i>	<i>Responsible Party</i>	<i>Timeline</i>
7	Review right: Applicant notified of right to request review by the OIPC if dissatisfied with the response	Privacy Officer	Included in response letter

Fees for access requests are assessed in accordance with ATIA and the applicable fee regulation. The County waives or reduces fees in accordance with ATIA criteria.

Duty to Assist

The County has a duty to assist applicants under ATIA. This means the County must make every reasonable effort to:

- Respond to the applicant openly, accurately, and completely;
- Help the applicant identify and clarify the records being requested;
- Identify and transfer requests to other public bodies where the County does not hold the relevant records;
- Respond in the format requested by the applicant where reasonably practicable; and
- Communicate clearly and promptly throughout the process.

All communications with applicants during the access request process are documented in the request file.

Correction of Personal Information

Under POPIA, individuals have the right to request correction of personal information about themselves that is held by the County, where they believe the information is inaccurate or incomplete.

<i>Scenario</i>	<i>County's Obligation</i>
<i>Correction request received</i>	Log request; acknowledge receipt; conduct review of the personal information in question within 45 days
<i>Correction is made</i>	Correct the information; notify any third parties who received the inaccurate information and who could reasonably use it to the detriment of the individual; notify the individual that correction has been made
<i>Correction is refused</i>	Notify the individual in writing of the refusal and the reasons; attach the individual's statement of disagreement to the record; note the existence of the statement of disagreement when disclosing the relevant record in future
<i>Individual dissatisfied with outcome</i>	Individual may file a complaint to the OIPC; County cooperates with OIPC review

Complaints

Individuals who are concerned with the County's collection, use, or disclosure of personal information, or the response to a request for access to information, are encouraged to first contact the Privacy Officer to determine if concerns can be resolved informally.

If an individual believes the County has collected, used, or disclosed their personal information in a manner contrary to POPA, or if they are dissatisfied with the outcome of a correction request or access request review, they may initiate a complaint with the County to informally resolve the concern or they may proceed to initiate a complaint with the Office of the Information and Privacy Commissioner. An individual not first initiating a complaint with the County shall not preclude them from filing a complaint with the OIPC.

The County shall:

- Work in good faith directly with individuals where they initiate a complaint directly with the County;
- Cooperate with all OIPC reviews, inquiries, and investigations;
- Respond promptly and completely to OIPC requests for information and records;
- Implement recommendations made by the OIPC to the extent required or appropriate; and
- Inform individuals of their right to complain to the OIPC in all relevant correspondence, including access request responses and correction request refusals.

The OIPC may be contacted at: Office of the Information and Privacy Commissioner of Alberta, 410 – 9925 109 Street NW, Edmonton, Alberta T5K 2J8. Phone: 780-422-6860 / Toll Free: 1-888-878-4044.

Response Tracking and Analysis

The Privacy Officer shall maintain a comprehensive log of all access requests, correction requests, and privacy complaints, including:

- Date of receipt, request/complaint number, and applicant/complainant identifier;
- Nature of the request or complaint;
- Departments involved;
- Response timeline, any extensions taken, and the reasons for extensions;
- Decision made and records provided or withheld; and
- Any OIPC review or complaint filed and the outcome thereof.

This log shall be reviewed as part of the annual PMP review to identify trends, systemic issues, or areas for improvement.

Privacy Breach

A privacy breach is the loss of, unauthorized access to, or unauthorized disclosure of personal information held by or on behalf of the County. Privacy breaches may occur as a result of:

- Accidental disclosure (e.g., sending personal information to the wrong recipient, misdirected email or fax);
- Loss of a device or physical file containing personal information;
- Unauthorized access by a County employee or contractor (i.e., beyond their authorized access);
- Cyberattack, ransomware, phishing, or other malicious external activity resulting in unauthorized access; or
- Improper disposal of personal information without secure destruction.

Reporting

Under POPA, the County must notify both the OIPC and affected individuals of a privacy breach where there is a real risk of significant harm to individuals. Notification must be made as soon as reasonably practicable after the County becomes aware of the breach.

Factors relevant to assessing real risk of significant harm include:

- The sensitivity of the personal information involved (e.g., financial data, health information, enforcement records are considered more sensitive);
- Whether the information has been or is likely to be misused;
- Whether the loss of, unauthorized access to or unauthorized disclosure of the personal information occurred as a result of malicious intent;
- Whether the information could facilitate identity theft, fraud, physical harm, or harassment;
- mitigating measures taken or other factors that reduce the risk of significant harm; and
- The degree to which the information is identifiable (i.e., whether it could be re-identified or combined with other information).

Breach notifications to the OIPC are submitted using the OIPC Privacy Breach Notification Form, available at the OIPC website.

Privacy Breach Response Procedure

<i>Step</i>	<i>Phase</i>	<i>Actions Required</i>	<i>Responsible Party</i>
1	Contain	Immediately stop the breach. Limit further exposure (e.g., retrieve misdirected documents, suspend unauthorized access, disconnect	Employee who discovers breach; Supervisor; Privacy

		compromised systems). Preserve evidence. Do not destroy records related to the breach.	Officer; IT (if technical breach)
2	Assess	Determine: What personal information was involved? How many individuals are affected? What was the cause of the breach? Who had unauthorized access? What is the likelihood of further disclosure?	Privacy Officer; Department Director; IT (if applicable)
3	Risk Assessment	Assess whether there is a real risk of significant harm to affected individuals (see Section 8.2). Consider sensitivity, likelihood of misuse, and ability to re-identify. Document the risk assessment in writing.	Privacy Officer; CAO
4	Notify	If real risk of significant harm exists: (a) notify the OIPC using the OIPC Breach Notification Form as soon as reasonably practicable; (b) notify affected individuals directly in plain language, explaining what happened, what information was involved, steps taken, and what individuals can do to protect themselves; and (c) notify the County's insurer.	Privacy Officer (approved by CAO)
5	Remediate	Implement measures to prevent recurrence (e.g., training, system changes, policy updates, disciplinary action). Document lessons learned. Update risk register and PMP if required.	Privacy Officer; Department Director; IT; HR (if staff conduct involved)
6	Report	Prepare internal report for CAO and Department Director summarizing the breach, response, and remediation. Record breach in the Privacy Breach Register. Update PMP or related policies if required.	Privacy Officer

Breach Register

The Privacy Officer shall maintain a Privacy Breach Register documenting all privacy breaches that come to the County's attention, regardless of their severity or whether OIPC notification is required. The register includes:

- Date the breach was discovered and date it occurred (if known);
- Description of the breach, including the personal information involved and number of individuals affected;
- Root cause of the breach;
- Risk assessment outcome (real risk of significant harm: yes / no);
- Date and method of OIPC notification (if applicable);
- Date and method of individual notification (if applicable);

- Remediation measures implemented; and
- Responsible department and employee(s) involved.

The Breach Register shall be reviewed as part of the annual PMP review to identify patterns and systemic vulnerabilities.

Staff Reporting Obligation

All County employees, contractors, and volunteers are required to:

- Immediately report any known or suspected privacy breach to their direct supervisor;
- Simultaneously or promptly thereafter, report the breach to the Privacy Officer;
- Not attempt to independently resolve a privacy breach without involving the Privacy Officer;
- Cooperate fully with the Privacy Officer's assessment and remediation process; and
- Preserve all evidence related to the breach and not destroy any records until authorized to do so.

Delayed reporting may worsen harm to individuals and may constitute non-compliance with POPA. There is no minimum threshold for reporting internally — report all suspected breaches and let the Privacy Officer conduct the assessment.

Failure to report a known privacy breach is a serious breach of employment and contractual obligations and may result in disciplinary action in accordance with County HR policies or the holding of contractors in default of their contractual obligations.

Public Availability

POPA requires every public body to have a privacy management program and to make it publicly available. As of the effective date of this PMP, the County of Stettler No. 6 shall make this Privacy Management Program publicly available at the following locations:

- County Website: This PMP is published on the County's official website at www.stettlercounty.ca in a format that is readily accessible and searchable; and
- Upon Request: A printed copy of this PMP will be provided to any member of the public upon written request to the Privacy Officer.

The PMP will be updated on the County website following each Council-approved amendment. The version displayed on the website must match the current approved version of this document.

Privacy Notice

In addition to making this PMP publicly available, the County publishes a concise Privacy Notice on its website and at relevant points of collection. The Privacy Notice informs the public in plain language:

- That the County collects personal information in the delivery of its programs and services;
- The types of personal information collected and the general purposes of collection;
- How personal information is protected;
- Individuals' rights under POPA (including the right to request access to their own information and to request correction);
- How to contact the Privacy Officer with questions or concerns; and
- How to access the full PMP.

The Privacy Notice is reviewed annually by the Privacy Officer and updated as needed to reflect changes to the County's practices or applicable legislation.

Review

The Privacy Officer shall conduct an annual review of this PMP and related policies and procedures. The annual review is completed by the end of the second quarter of each calendar year, with a report to the CAO and, where material changes are identified, to Council.

The annual review includes assessment of the following:

- Program controls: Review of all privacy controls described in this PMP to confirm they remain effective, appropriate, and implemented;
- Privacy Breach Register: Review of all privacy breaches recorded in the preceding year, including root causes, response effectiveness, and whether remediation measures have been implemented;
- PIA Inventory: Review of all PIAs completed or in progress, and identification of any new programs or changes requiring a PIA;
- Training records: Confirmation that all required staff have completed mandatory annual privacy training, and identification of any gaps;
- Legislative and regulatory changes: Assessment of any amendments to POPA, ATIA, associated regulations, or other relevant legislation since the last review, and identification of required PMP updates;
- OIPC guidance and orders: Review of any new OIPC guidance, orders, recommendations, or best practice documents published since the last review, and integration into County practices as appropriate; and

- Access and correction request log: Review of trends in access and correction requests, including any systemic issues identified.

Triggers for Interim Review

In addition to the annual review, the Privacy Officer may initiate an interim review of this PMP or specific policies and procedures upon the occurrence of any of the following triggering events:

- Legislative change: A material amendment to POPA, ATIA, associated regulations, or other applicable legislation comes into force or is imminently expected to come into force;
- OIPC order or recommendation: The OIPC issues an order, recommendation, or formal guidance that applies to the County or to municipal public bodies generally;
- Significant privacy breach: A serious privacy breach occurs that reveals a gap in the County's controls, policies, or training;
- New high-risk program: The County implements a new program or service involving significant volumes of sensitive personal information, data matching, biometric information, or integration with other public bodies; or
- Direction from Council or CAO: Council or the CAO directs a review in response to public feedback, audit findings, or other governance considerations.

Transitional

The implementation of changes to current practices, forms, and repositories shall be completed by December 31, 2026.

Connected Documents

County of Stettler No. 6 — Internal Policies

<i>Policy Number</i>	<i>Policy Name</i>	<i>Relationship to This PMP</i>
AF 6.04	Records Retention and Disposition	Governs retention periods and disposition procedures for all County records, including those containing personal information. Must be read alongside this PMP (see Part 4).
AF 6.31	Financial Reserves Policy	Reference for financial record handling; financial records containing personal information are subject to both AF 6.31 and this PMP.
CN 1.04	CN 1.04 - Technology, Internet and Network Usage	Governs technical safeguards for County information systems. If not yet developed: to be developed and adopted by [target date]. In the interim, technical safeguards are governed by Part 5.4 of this PMP.

<i>HR Manual</i>	Employee Confidentiality Obligations	Privacy and confidentiality obligations incorporated into policy, standard employee agreements and contractor agreements.
<i>AF 6.17</i>	Procurement and Contract Management Policy	Governs County procurement processes, including agreements with vendors handling personal information.

External Legislation and Regulations

<i>Instrument</i>	<i>Citation / Notes</i>
<i>Protection of Privacy Act (POPA)</i>	SA 2024, c P-28.5; in force June 11, 2025. Primary privacy legislation for Alberta public bodies.
<i>Protection of Privacy Regulation</i>	Alta Reg 132/2025; associated regulation under POPA.
<i>Protection of Privacy (Ministerial) Regulation</i>	Alta Reg 143/2025; ministerial regulation under POPA.
<i>Access to Information Act (ATIA)</i>	SA 2024, c A-1.4; in force June 11, 2025. Governs access rights and the duty to assist.
<i>Municipal Government Act (MGA)</i>	RSA 2000, c M-26. Foundational municipal governance legislation.
<i>Provincial Archives Act</i>	RSA 2000, c P-30. Governs retention and transfer obligations for public records.

OIPC Resources and Guidance

- OIPC Guidance for Public Bodies in Developing Privacy Management Programs
- OIPC Privacy Impact Assessment Template
- OIPC Privacy Breach Notification Form
- OIPC POPA Overview and Resources
- OIPC Orders and Decisions

Policy Authorization

Type of Authorization	Resolution No.	Effective Date

Schedule A – Collection Notice Template

NOTICE OF COLLECTION OF PERSONAL INFORMATION

The County of Stettler No. 6 collects the personal information on this form under the authority of [specify: e.g., [as necessary for the operation of the County's [program name] program under the Protection of Privacy Act, SA 2024, c P-28.5, s.4(c)] / [section __ of the Municipal Government Act, RSA 2000, c M-26].

This information is being collected for the purpose of [clearly state the specific purpose, e.g., processing your development permit application / administering your utility account / responding to your service request]. It may be disclosed to [describe any anticipated disclosures, e.g., the Province of Alberta for assessment purposes / law enforcement agencies where required by law]. It will not be used or disclosed for any other purpose without your consent, except as authorized by law.

Is this mandatory or voluntary?

[Specify: Provision of this information is mandatory / voluntary. Explain consequences of not providing it.]

Questions?

If you have questions about the collection, use, or disclosure of your personal information, please contact:

Privacy Officer, County of Stettler No. 6

6602 – 44 Avenue, Stettler, Alberta T0C 2L0

Phone: 403-742-4441 | Email: privacy@stettlercounty.ca



Request for Decision

Agenda Item: Issue Name

Issue

To better accommodate Committee of the Whole meetings into Council schedule, we'd like to propose a routine schedule.

Options for Consideration

1. That Council schedules all future Committee of the Whole meetings, after July 2026, for the first Wednesday of each month.

or

2. That Council schedules all future Committee of the Whole meetings, after August 2026, for the first Wednesday of each month.

or

3. That Council directs Administration to continue to provide possible dates for Committee of the Whole meetings quarterly during Council meetings.

General

Committee of the Whole is a council committee consisting of all Councillors. This committee has not been delegated any authority, so it is limited to making recommendations to Council and Administration. Additionally, as a committee, the meetings are not streamed, though they are open to the public unless the committee goes in camera in accordance with the ATIA and POPA.

Committee of the Whole is typically less structured than a Council meeting. Items on the agenda are usually just for discussion and therefore do not have the same level of background information prepared by Administration. Council has often cited an appreciation for the ability to 'roll up their sleeves' in Committee of the Whole which is not as easy in the more structured Council meeting.

For the proposed schedule, the first Wednesday of July would not be eligible, as it is Canada Day.

Financial

The County of Stettler pays all members of Council a per diem, plus mileage, for all meetings of Council.

Policy/Legislation

Municipal Government Act: 248(1) A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council, (2) Each council must establish procedures to authorize and verify expenditures that are not included in a budget.

Administration and Finance Policy 6.14 - Non-Budget and Pre-Budget Expenditures (1) If a proposed

unbudgeted expenditure is not of an emergency nature and (b) the expenditure will exceed the Budget for the program or function, Council must approve the expenditure.

Implementation/Communication

Council's decision will be implemented as directed.

Target Decision Date

June 10, 2026

Prepared By

Michelle Hoover, Legislative Assistant

Reviewed By

Yvette Cassidy, Chief Administrative Officer



Request for Decision

Agenda Item: Policy AG 3.14 – Agricultural Tank Loader Station Use

Issue

Policy AG 3.14 – Agricultural Tank Loader Station Use has been developed to establish clear rules for the safe and sustainable use of County agricultural tank loader stations, including standardized access, monitoring, and FOB pricing systems.

Options for Consideration (Recommendations)

1. That Council approves amended Policy AG 3.14 – Agricultural Tank Loader Station Use as presented.
- or
2. That Council defers Policy AG 3.14 – Agricultural Tank Loader Station Use for further amendment.

General

It is important to have fair and clear guidelines for access to these tank loader stations Nevis Tank Loader: SW-36-38-22-W4M, Scollard Tank Loader: NE-31-34-20-W4M, and Byemoor Tank Loader: NE-32-34-16-W4M. By establishing a policy, we can ensure that producers have specific expectations for the service provided and establish a process for accessing the stations given the new monitoring and FOB access system.

The County of Stettler ASB approved the Policy amendments on May 20, 2026.

Financial

Approval of the policy itself has no immediate financial impact – FOB sales are operated on a cost recovery basis.

Implementation/Communication

Council’s decision will be implemented

Target Decision Date


Wednesday, June 10, 2026

Prepared By

Robert Klatt, Manager of Agricultural Services

Reviewed By

Yvette Cassidy, Chief Administrative Officer

	County of Stettler – Legislative Policy Manual	
	Categorization Agriculture	Policy No. AG 3.14
	Policy Name Agricultural Tank Loader Station Use	
	Approved By: Council	Approval Date XXXX
		Latest Revision XXXXX

Purpose

The purpose of this policy is to establish guidelines for the use of County-operated agricultural water wells non-potable tank loader stations. This policy applies to all members of the public accessing County agricultural water wells and tank loader stations.

Guidelines

The County of Stettler operates three (3) agricultural use tank loader stations, which provide non-potable water at no cost for agricultural activities, including weed control.

Tankloader Locations:

- Nevis Tank Loader: SW-36-38-22-W4M
- Scollard Tank Loader: NE-31-34-20-W4M
- Byemoor Tank Loader: NE-32-34-16-W4M

General Access and Use Requirements:

1. Water supplied is non-potable and intended solely for agricultural purposes.
2. Stations are available for use from April 15 to October 15 each year, subject to operational conditions and water availability.
3. Water is available to users at no cost.
4. Water availability may be limited during periods of high demand due to well pump capacity and aquifer recharge rates.
 - a. Tankloader stations are equipped with indicator lights to signal when water is unavailable.
5. The County will make reasonable efforts to maintain tank loader stations during the operating season. Temporary closures may occur due to maintenance, mechanical issues, or water supply limitations.
6. The County reserves the right to restrict or suspend access to tank loader stations if necessary to protect infrastructure or groundwater resources.
7. Users must register using the Agricultural Tank Loader Station Enrollment Form, and purchase access FOBs for \$25.00 each. Additional FOBs are available from the Operations office.

Connected Documents

Agricultural Tank loader Station Enrollment Form

Policy Authorization

Type of Authorization	Resolution Number	Effective Date
<i>Transcription</i>		April XX, 2026

DRAFT



Agricultural Tankloader Station Enrollment Form

I acknowledge that I have reviewed and understand Policy AG 3.14 – Agricultural Tank Loader Station Use. I understand that tank loader water is non-potable, intended for agricultural use only, and that access is subject to seasonal operation, water availability, and authorized FOB registration.

Date: _____

Name: _____

Phone Number: _____

Email: _____

Legal Land Location: _____

of FOB's issued: _____

Payment Method: _____

Receipt #: _____

DRAFT



Chief Administrative Officer's Report

June 2026

- May 13, 2026, I attended the Regular Council meeting.
- May 14, 2026, I attended Health and Safety Day.
- May 15, 2025, I attended the Young Women in Trade and Technology Lunch and Workshop Tour.
- May 19, 2026, I attended Committee of the Whole.
- May 20, 2026, I attended the ASB Meeting.
- May 20, 2026, I attended the Agenda Preparation Meeting.
- May 20, 2026, I attended the MPC Meeting.
- May 21, 2026, I attended the Joint Council Meeting with the Town of Stettler.
- May 25, 2026, I attended the Stettler Rotary Club Lunch and presentation of the County of Stettler with Reeve Clarke.
- May 27, 2026, I attended the Manager's Breakfast at Paragon Place with Councillor Nibourg.
- May 27, 2026, I attended the Regular Council Meeting.
- June 2, 2026, I attended a Bill 28 Aggregate Discussion with RMA, the Director of Planning and Development and the Director of Municipal Services.
- June 2, 2026, I attended a meeting regarding the next steps for the Red Willow Lagoon.
- June 3, 2026, I attended the Buffalo Lake IDP meeting.
- June 3, 2026, I attended the Agenda Preparation Meeting.

Environmental Services Monthly Report for May 2026

Utilities Department performs chlorine residuals, turbidity testing and hour meter/water meter readings at least once per week at each Distribution System. Weekly Bacteriological water samplings are taken on Tuesdays or Wednesdays.

Buffalo Sands

- Inspected Generator.
- Seasonal meter installs complete.
- Meter Reads.
- Replaced a faulty water meter.
- General maintenance.
- Changed CL2 analyzer reagent.
- Testing done and Bacteriological samples collected.
- Collected Bromate and Chlorate samples for analysis.
- Replaced both the water and sewer curb stops at #54 Buffalo Lane as they were not holding.

Buffalo View Estates

- Meter reads.
- Started on manhole inspections.
- Generator inspection.
- Adding chemical at the sewer vaults, for odor control.
- Changed Cl2 analyzer reagent.
- Seasonal water meter have been installed also the water has been turned on to Bar W.
- General maintenance.

Botha

- Meter reads.
- Lagoon was checked.
- Generator has been reinstalled, waiting for a voltage regulator.
- Cl2 analyzer reagent changed.
- Collected Bacteriological samples.
- General maintenance.
- Botha manhole inspections completed.
- Installed a 6" riser on one of the manholes to bring it to surface.

- Several manholes surcharged, inlets partially blocked. Had them cleaned for now as we have the sewer mains scheduled for cleaning.
- Cycling water in reservoir to keep cl2 residuals high.

Byemoor

- General maintenance.
- Meter reads.
- Changed Cl2 analyzer reagent.
- Tested by-pass/ power fail.
- The Smart cover battery has been replaced at the sewer lift station.

Endiang

- General Maintenance.
- Meter reads.
- Changed analyzer reagent.
- Tested by-pass/ power fail.

Regional

- South Phase – Meter reads done/ Flushing done/Spot testing/ Collected Bacteriological sample/ Pumped out meter vaults
- Central Phase – Meter reads done/ Flushing done/ Spot testing/ Collected Bacteriological samples/repaired main valve/ Replaced the meter in the Botha meter vault/Rural meter vault replaced, the old coil going back for warranty/Pumped out meter vaults.
- North Phase -Meter reads done/Spot testing/ Flushing done/ Collected Bacteriological samples/We had a high-pressure complaint; a pressure test was done and found the pressure to be 56 psi which is well in our typical range/Pumped out meter vaults.

Erskine

- Regular truck fill checks.
- Generator has been repaired.
- Manhole inspections completed.
- The nitrification management plan on going.
- Collected truck fill money.
- Jockey pump put back into service.

- Meter reads.
- Began main valve exercising.
- Testing done.
- Fire Hydrant inspections completed.
- RV dup station I service
- Lagoon was checked.
- Contractor came to pull fire pump and we also went over the orientation.
- Collected Bacteriological samples.

Gadsby

- Testing done.
- Collected Bacteriological sample.
- Regular sewer lift checks.
- Collecting truck fill money.
- Generator inspected.
- Tested the Gadsby hall meter, confirmed to be ok. Meter was in backwards.

Donalda

Veteran

Big Valley

Red Willow

- Regular checks Truck fill checks.
- Regular testing done.
- Collected bacteriological sample.

Shirley McClellan Regional Water Services Commission

- Testing done.
- Changed Cl2 analyzer reagent at Castor, Veteran and Consort.

- Meter reads.
- Donald pump P302 installed and ran great for a few days then the mechanical seal failed. Also looked at the alignment of the shaft and its looks like its out of alignment. Couldn't pull cause the hist failed now waiting on parts for that.
- Collect the truck fill money at Whitesands and Brownfield and Rochon Sands.
- Locates on going.
- Clean up on Phase7 looked good
- Communication with Brownfield ongoing.
- Minor issues with Whitesands coin box has been resolved.
- Set up Hydrant to assist United Utilities in pigging Phase 8 water line.

Miscellaneous

- Locates on going.
- Weekly Joint meeting with Operations.
- Accuracy checks on the pocket colorimeters and calibration of the NTU kits, we do this monthly.
- Report for Council.
- Randy medical leave from May 19 – June1 2026.
- Took to sets of samples from the water in the ditch near the Town of Stettler's lagoons.
- Our 920-meter reader had to be sent away for repairs, we used a loaner for the reads.

Manager of Environmental Services
Randy Chmelnik

Planning & Development

May 2026

- Development Permit processing (new applications and prior months' applications)
- Follow up on conditions for approved development permits
- Subdivision processing (new applications and endorsement of prior approvals)
- Enforcement actions (problem property, development without permit)
- Public Access Planning for South Shore Lake Access Points - implementation
- Joint Use Planning Agreement with Clearview School Division
- Road Closure for Tail Creek Park
- Options for Regional Subdivision and Development Appeal Board
- Orthophoto Request for Proposal
- Geographic Information System Request for Proposal
- New staff orientation

- **Strategic Initiatives May 6 – June 3, 2026**

- Here are some of the highlights from the desk of the Manager of Strategic Initiatives:

- **General**

- May 7 and June 3 Phase 8 Bi-Weekly Construction meeting with Stantec and United Utilities
- May 7, 11, 22, 26, 28, 29 and June 3 Economic and Skills Development Dashboard meeting with Contractors and Director of Communications. The project is at its peak, with the County of Stettler No. 6 Business and Community Supports and Grants, and Funding Resources and Training and Support having completed internal beta testing and now being sent out for external beta testing.
- May 27 – Phase 7 Bawlf and Rosalind Truckfill Preconstruction Kick- Off Meeting
- May 11 – Young Women in Trade and Technology Workshop Day 1, Orientation, PPE purchase, lunch and Heartland Regional Fire interactive presentation.
- June 1, Red Willow Lagoon Discharge meeting with Stantec
- Boehlke’s Pond Feasibility Study and Conceptual Design closed on APC May 13. Seven submissions received.
- May 20 Defensible Debriefing in Public Procurement Session attendance, offered by the National Institute of Government Purchasing – Alberta Chapter
- Attended bi-weekly Administration Meetings
- Performed various Project Management responsibilities related to Phase 7, Phase 8, Rosalind & Bawlf truckfills, Red Willow Lagoon and Donaldda Reservoir and Truckfill.

Shirley McClellan Regional Water Services Commission Project Updates

- Phase 7
 - Hwy 13 and CP crossing, and the 200 meters of HDD and water line installation to be completed before September 2026
- Bawlf & Rosalind Truck Fills
 - Preconstruction Kick-Off Meeting hosted at the County Office on May 27.
 - Construction to commence in early August
 - Commissioning completion date is November 30, 2026
- Phase 8 – Pemukan to Compeer

- United has demobilized from the project
- Final walk through, with the Contractor, Stantec and the Commission, to occur the week of June 8 - 12
- Donalda Reservoir and Truck Fill
 - County staff are working on the Development Permit
 - Finalization of site plan underway
 - Survey, Utility locates and review of the geotechnical report are underway
- Red Willow Lagoon Drainage
 - Awaiting interpretation of the sludge survey to determine next steps. Stantec's recommendations to be received by the County by June 15.

Corporate Services Report – May 31, 2026

With the financial statements being worked on for up to the end of April 2026 here are some of the highlights:

General

- Revised budget was presented and approved. Revised budget was set in the system.
- Tax rate bylaw was presented and approved. Tax notices went out on May 28th.
- Handling ATI requests as they come in.
- Worked on operating bylaw for Shirley McClellan Regional Water Services Commission
- Conducted 4-H intermediate interviews.
- Ambulance audit compiled and auditor came in. Working on final questions and the financials will be presented to the board end of June.
- Attended Young Women in Trades Training.
- Started working on Capital planning and looking at how to proceed on updating capital plan for budget purposes and the asset management plan.
- Regular duties within corporate services completed.

Grants received:

- Fire grant \$5,708

Manager of Recreation and Insurance

Report for June 2026 Council Meeting

Recreation

- Next Regional Recreation Board meeting will be held on June 8, 2026.
- 9 Community Investment applications were received prior to May 31, 2026 totalling \$24,800.00.
- Attended the first summer health and safety sessions at the new Fire Department building on May 14, which spoke to Occupational Health and Safety codes.
- The Hartshorn sign may see some additional work in Byemoor this month. As Alberta Transportation was not pleased with the work of their contractor last year, they now want to build a box around the frame which can be filled with either rocks or dirt for flowers, instead of just the square platform that currently is in place.
- A playground was inspected in Big Valley following a complaint by a visitor to the area. Met with the associated group in mid May and suggested some changes that would improve the overall safety for the user.
- Gadsby Heritage Society gave the County of Stettler all of their meeting minutes to store as they are almost done the dissolution process.
- Recertified in First Aid /CPR on May 4-5, 2026.
- Currently registering the County float and fire trucks in the upcoming July 1 parades in the Town of Stettler and the Village of Donalda.



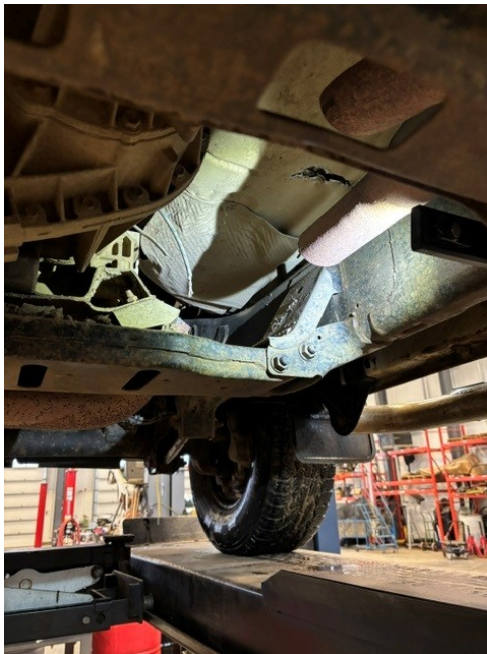
Insurance

- Two mandatory training sessions are being planned for our Additional Named Insured groups (33 organizations) for June 16 and June 23. A representative from RMA will be speaking on the following items:
 - ANI Responsibilities
 - Claims process
 - Inspections
 - Value Added services through RMA
- The Risk Pro Assignment that has been given to the County of Stettler following



the Risk Pro Conference at the end of April also focusses on ANI's. All of our groups are to be rated based on their:

- Physical Risks – security systems/accessibility/ vacancy
- Reputational Risks- contact lists/perception in community/engagement
- Operational Risks-use of rental agreements/maintenance performed/safety inspections
- Financial Risks-amount of meetings/insurance claims/financial position
- We had a collision reported of the Stettler Waste garbage truck colliding with a car while reversing on May 25, 2026. There was no damage to the garbage truck, and the other vehicle was towed into Stettler for an appraisal.
 - Under the new Direct Compensation for Property Damage system, that has been in place since January 1, 2022, each party will proceed through their own insurance for this claim. As Stettler Waste incurred no damages, our adjuster believes the claim will be closed shortly.
- Two vehicles that were parked in the County of Stettler Operations yard were vandalized. One truck had the catalytic converter removed while the other saw some exhaust components removed in late May.



Communications

Website

- 3,800 active website users in May; 12,000 page views; 6,100 sessions
- Average Engagement: 45s
- Most Popular Pages: Alert Centre; News Flash; Jobs; GIS Mapping

Facebook – 711 followers

- Views – 90,900 views; 28,670 viewers; 958 3-second views; 555 content interactions
- 105 posts in May
- Most popular posts: Work with Us! (12,242 views); Fire Advisory (9,490 views); Farm Fact Friday (7,673 views); A Fire Advisory is in effect (14,950 views)

'X' – 1,740 followers

Media

- Stettler Independent:
Horner leaves UCP cabinet, will not seek re-election; Future of Byemoor school to be discussed at public meeting; Community gathers to honour Byemoor's military history; Crews from three stations battle acreage fire north of Nevis; Stettler proclaims appreciation week for disability services professionals; STARS marks 40 years with 100 missions flown in Stettler County since 2021; Council approves five-year permit for Buffalo Jump gravel site; Stettler County imposes fire advisory due to dry weather; Buffalo Sands residents urged to check properties for water leaks;
- Rural Alberta Report:
County of Stettler ASB decides on "lottery system" for strychnine; Paramedic Services Week May 17-23; County of Stettler council supports Ardley Dam Project; Alberta Disability Services Professional Appreciation Week; County of Stettler ag board concerned about Lacombe Research Centre closure; County of Stettler ASB hears strychnine program isn't all roses and sunshine
- Hometown Media
Site under maintenance – unable to extract article history this month.

Advertising

- Development Permits
- Work with Us: Construction Equipment Operator and Utilities Operator
- Strychnine Announcements
- Community Investment Program Deadline: May 31
- Vegetation Management Program 2026

Projects and Public Engagement

- Young Women In Trades event
- Proclamation of MS Month
- Proclamation of Paramedics Week
- Proclamation of Alberta Rural Health Week
- Proclamation of National Nurse's Week
- Fire Restriction Notifications and alerts (now a Fire Advisory)
- Beware of Paving Scams alert
- Tax Notice Information Insert
- Rotary Presentation
- Joint Town-County Council meeting
- Strat Plan review
- Proclamation Policy Research
- 4H Intermediate Excellence Awards Presentation at the 2026 Stettler District 4-H Show & Sale
- Economic Development Dashboard Project: Business & Services Directory to launch in June along with the Grants & Funding Supports and Training Supports pages
- EML Canada and SREMA: Business Visitation Day May 13 and Breakfast on May 27
- Seniors Week events and visits prep
- Cardboard Recycling Message boards for SWMA
- County Connection Magazine
- Rhapsody Award for SDAA: June 11
- Tap Turning Ceremony: June 19
- Float Prep for 2026 Season
- Prep for SMRWSC Annual Report
- Notification of Road Closure: Bay View Street from May Long weekend until after September long weekend



Seniors' Week Proclamation Signing



Paramedics Week Proclamation Signing



Stettler District Ambulance Association – recipients of the the 2026 Rhapsody Awards, Healthcare Heroes Award winners! Celebration Lunch will take place on June 11.

Protective Services & Emergency Management

Activity Report – May, 2026

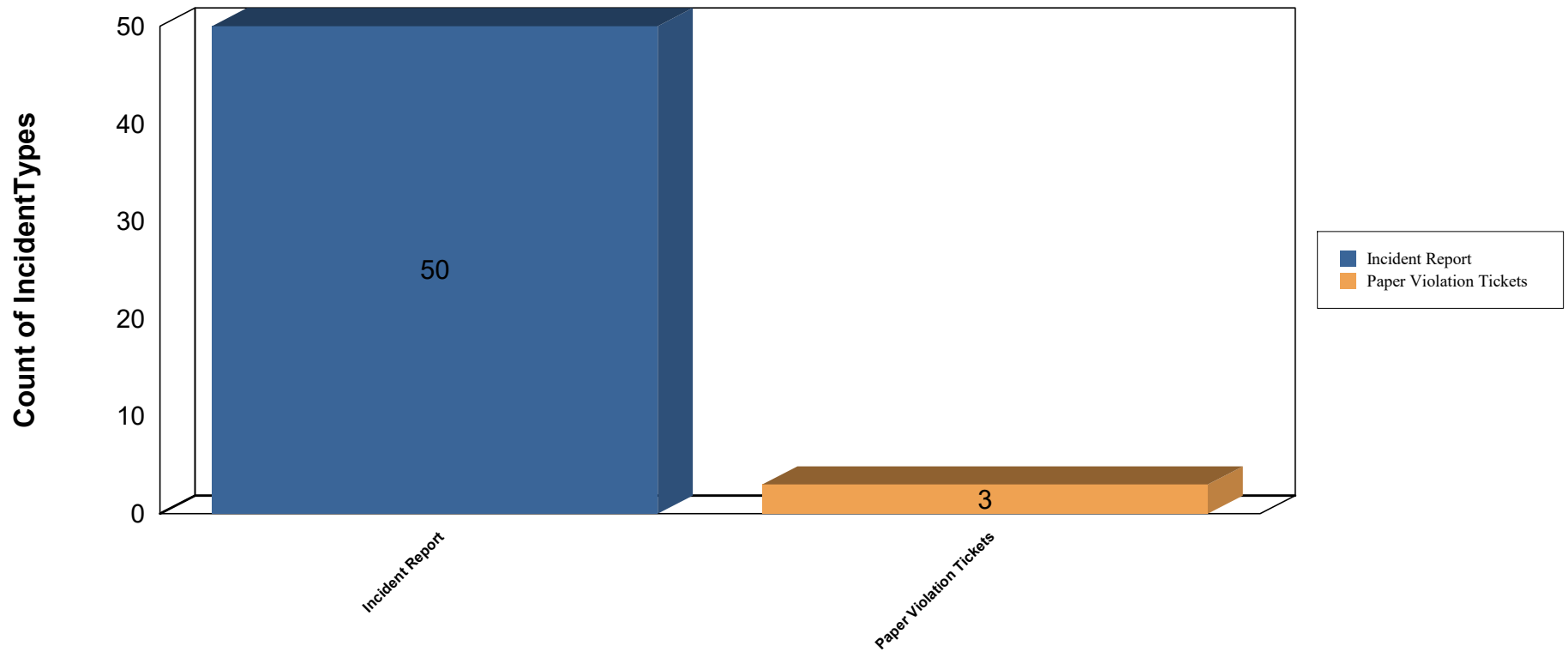
Protective Services

- Graph attached for a breakdown of complaints for May.
- The fastest vehicle observed for the month was observed on May 9th at 136kph in a 70kph zone on HWY 12, in Nevis. Charges laid to the driver.
- PS instructed a First Aid Course May 4-5 for County staff.
- May 6th, Officers participated in a Joint Force Operation with the RCMP Traffic Unit in Stettler
- May 12th, Officers assisted with Young Women in Trades event at Heartland Regional Firehall showcasing CPO and enforcement work.
- May 20th, Officers assisted with the Bike Rodeo at the Stettler Ag grounds/curling rink.
- May 26th, an officer attended the Camrose County CVSA joint Force Operation check in New Norway.
- 39 tickets, 169 warnings issued in May, 2026.

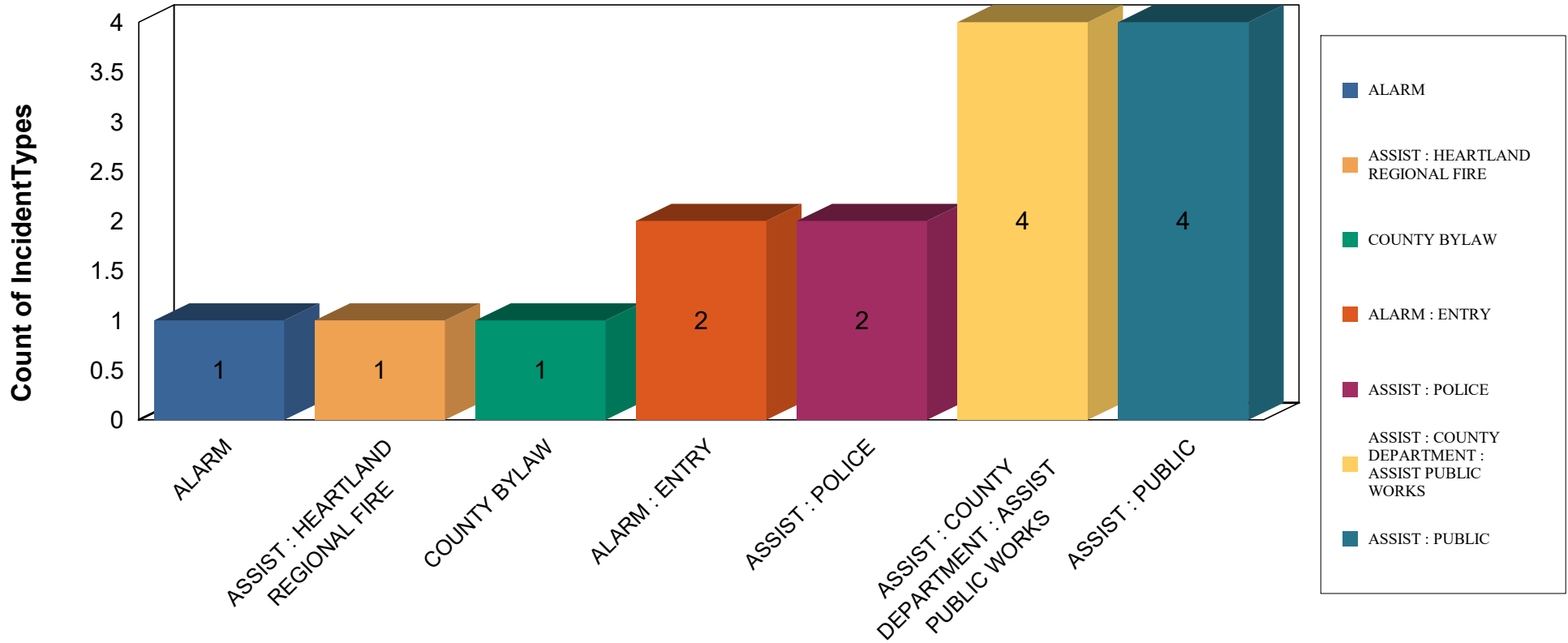
Emergency Management

- May 13th, SREMA, Stettler Regional Board of Trade, and EML Canada did an interview with local media and visited businesses to encourage sign up onto the platform and to roll out the new window sticker program.
- May 27th, SREMA, Stettler Regional Board of Trade, and EML Canada conducted the second round of business engagement.
- May 28th, SREMA was notified by C4NR Consulting that as part of the Business Directory 28 new businesses are interested in signing up to EML Canada and being a part of the regional emergency management logistics network.
- May 28th, SIME attended the virtual CRAHIMT Advisory Committee meeting.

Count of Reports Completed



Count of Incident Types



1.72% # of Reports: 1 Incident Report ALARM

1.72% # of Reports: 1 Incident Report ASSIST : HEARTLAND REGIONAL FIRE

1.72% # of Reports: 1 Incident Report COUNTY BYLAW

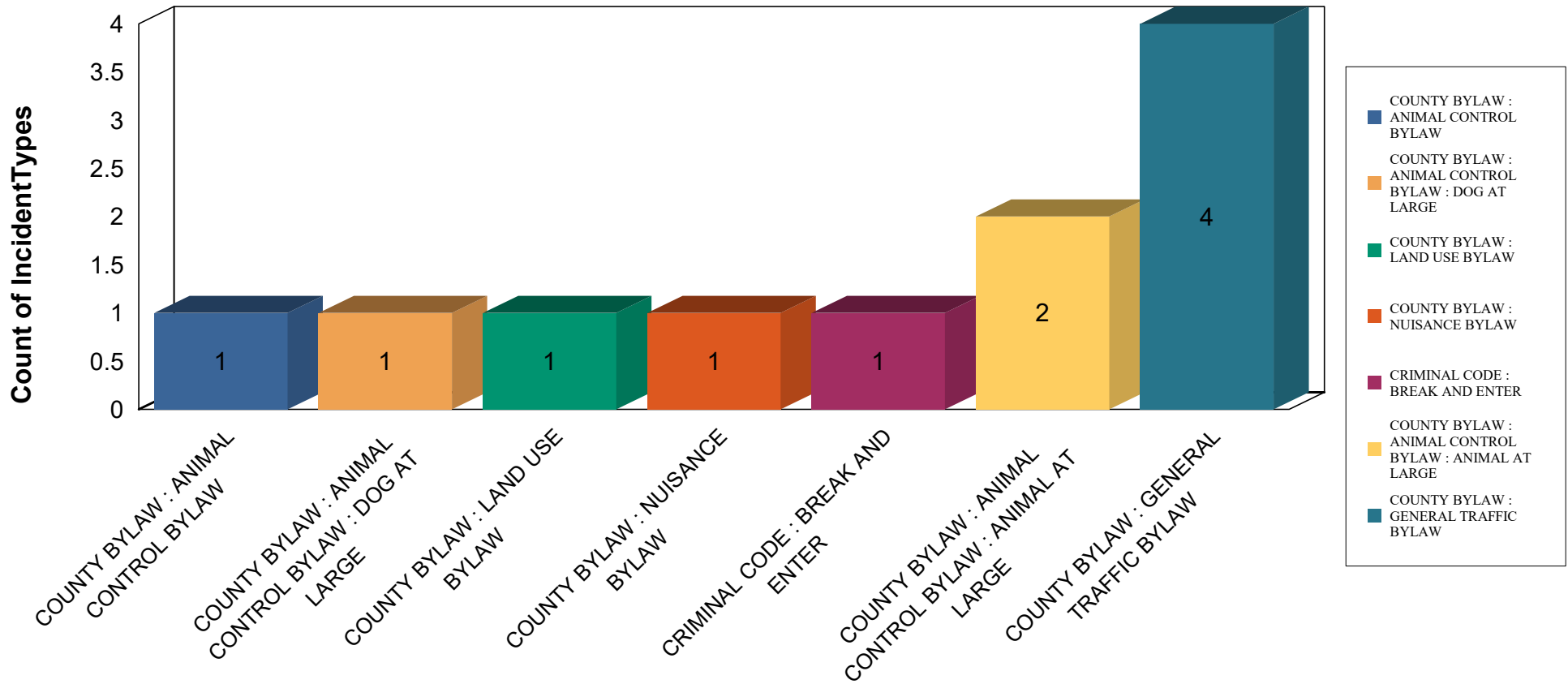
3.45% # of Reports: 2 Incident Report ALARM : ENTRY

3.45% # of Reports: 2 Incident Report ASSIST : POLICE

6.90% # of Reports: 4 Incident Report ASSIST : COUNTY DEPARTMENT : ASSIST PUBLIC WORKS

6.90% # of Reports: 4 Incident Report ASSIST : PUBLIC

Count of Incident Types



1.72% # of Reports: 1 Incident Report COUNTY BYLAW : ANIMAL CONTROL BYLAW

1.72% # of Reports: 1 Incident Report COUNTY BYLAW : ANIMAL CONTROL BYLAW : DOG AT LARGE

1.72% # of Reports: 1 Incident Report COUNTY BYLAW : LAND USE BYLAW

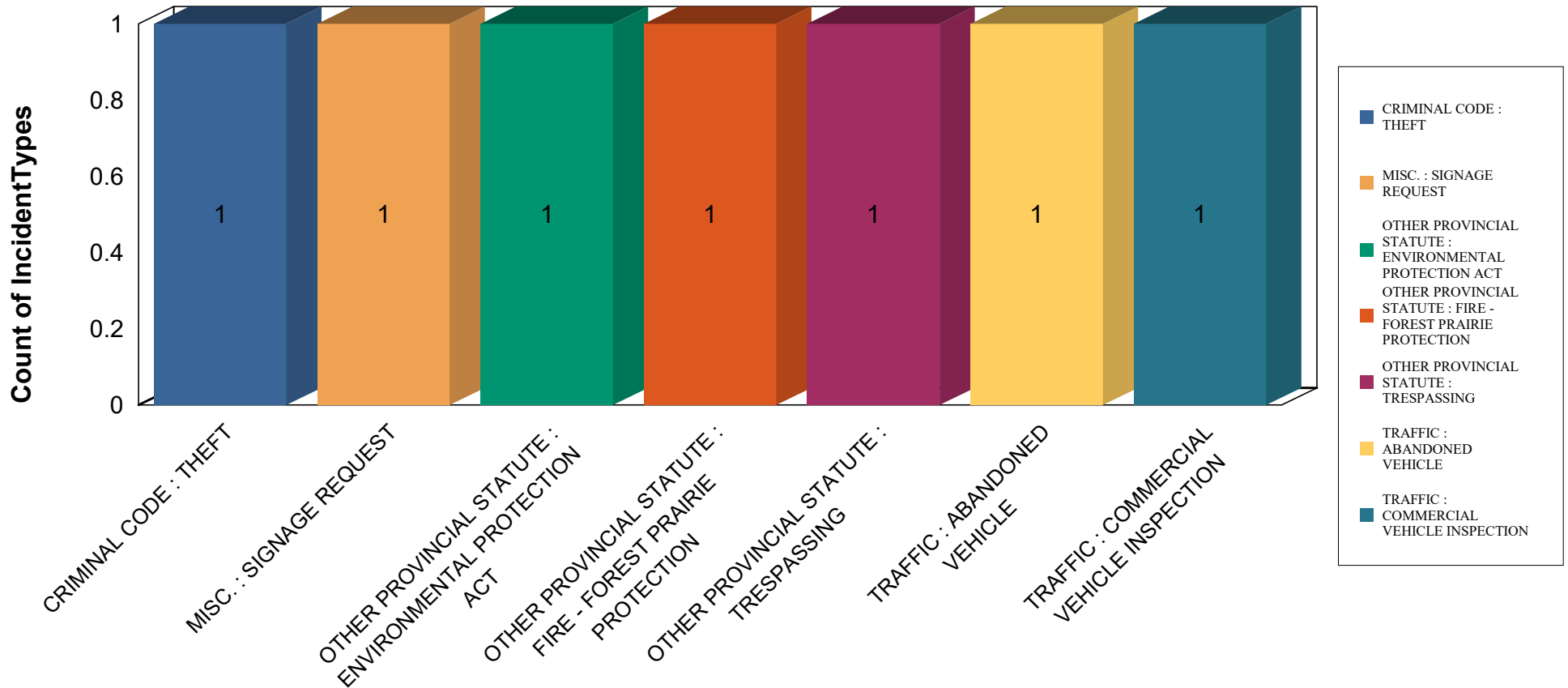
1.72% # of Reports: 1 Incident Report COUNTY BYLAW : NUISANCE BYLAW

1.72% # of Reports: 1 Incident Report CRIMINAL CODE : BREAK AND ENTER

3.45% # of Reports: 2 Incident Report COUNTY BYLAW : ANIMAL CONTROL BYLAW : ANIMAL AT LARGE

6.90% # of Reports: 4 Incident Report COUNTY BYLAW : GENERAL TRAFFIC BYLAW

Count of Incident Types



1.72% # of Reports: 1 Incident Report CRIMINAL CODE : THEFT

1.72% # of Reports: 1 Incident Report MISC. : SIGNAGE REQUEST

1.72% # of Reports: 1 Incident Report OTHER PROVINCIAL STATUTE : ENVIRONMENTAL PROTECTION ACT

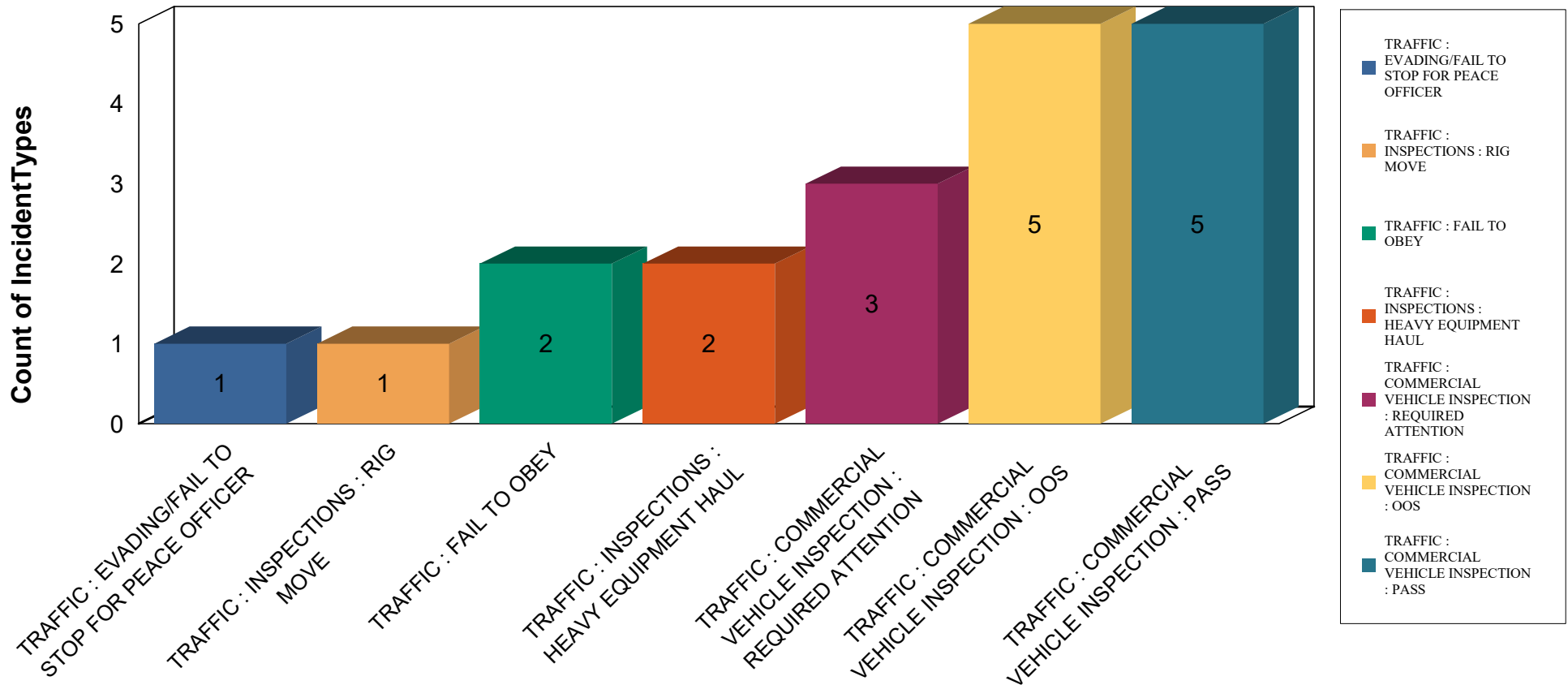
1.72% # of Reports: 1 Incident Report OTHER PROVINCIAL STATUTE : FIRE - FOREST PRAIRIE PROTECTION

1.72% # of Reports: 1 Incident Report OTHER PROVINCIAL STATUTE : TRESPASSING

1.72% # of Reports: 1 Incident Report TRAFFIC : ABANDONED VEHICLE

1.72% # of Reports: 1 Incident Report TRAFFIC : COMMERCIAL VEHICLE INSPECTION

Count of Incident Types



1.72% # of Reports: 1 Incident Report TRAFFIC : EVADING/FAIL TO STOP FOR PEACE OFFICER

1.72% # of Reports: 1 Incident Report TRAFFIC : INSPECTIONS : RIG MOVE

3.45% # of Reports: 2 Incident Report TRAFFIC : FAIL TO OBEY

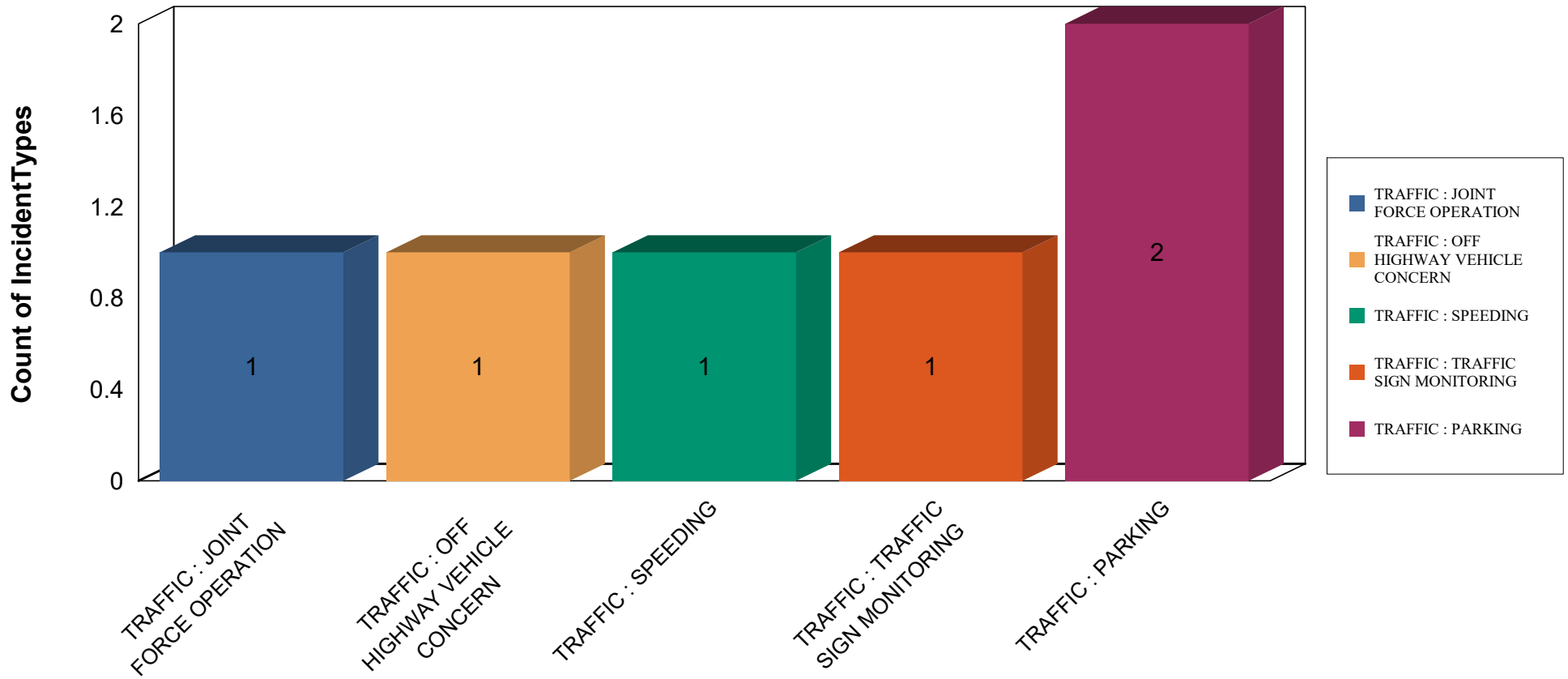
3.45% # of Reports: 2 Incident Report TRAFFIC : INSPECTIONS : HEAVY EQUIPMENT HAUL

5.17% # of Reports: 3 Incident Report TRAFFIC : COMMERCIAL VEHICLE INSPECTION : REQUIRED ATTENTION

8.62% # of Reports: 5 Incident Report TRAFFIC : COMMERCIAL VEHICLE INSPECTION : OOS

8.62% # of Reports: 5 Incident Report TRAFFIC : COMMERCIAL VEHICLE INSPECTION : PASS

Count of Incident Types



1.72% # of Reports: 1 Incident Report TRAFFIC : JOINT FORCE OPERATION

1.72% # of Reports: 1 Incident Report TRAFFIC : OFF HIGHWAY VEHICLE CONCERN

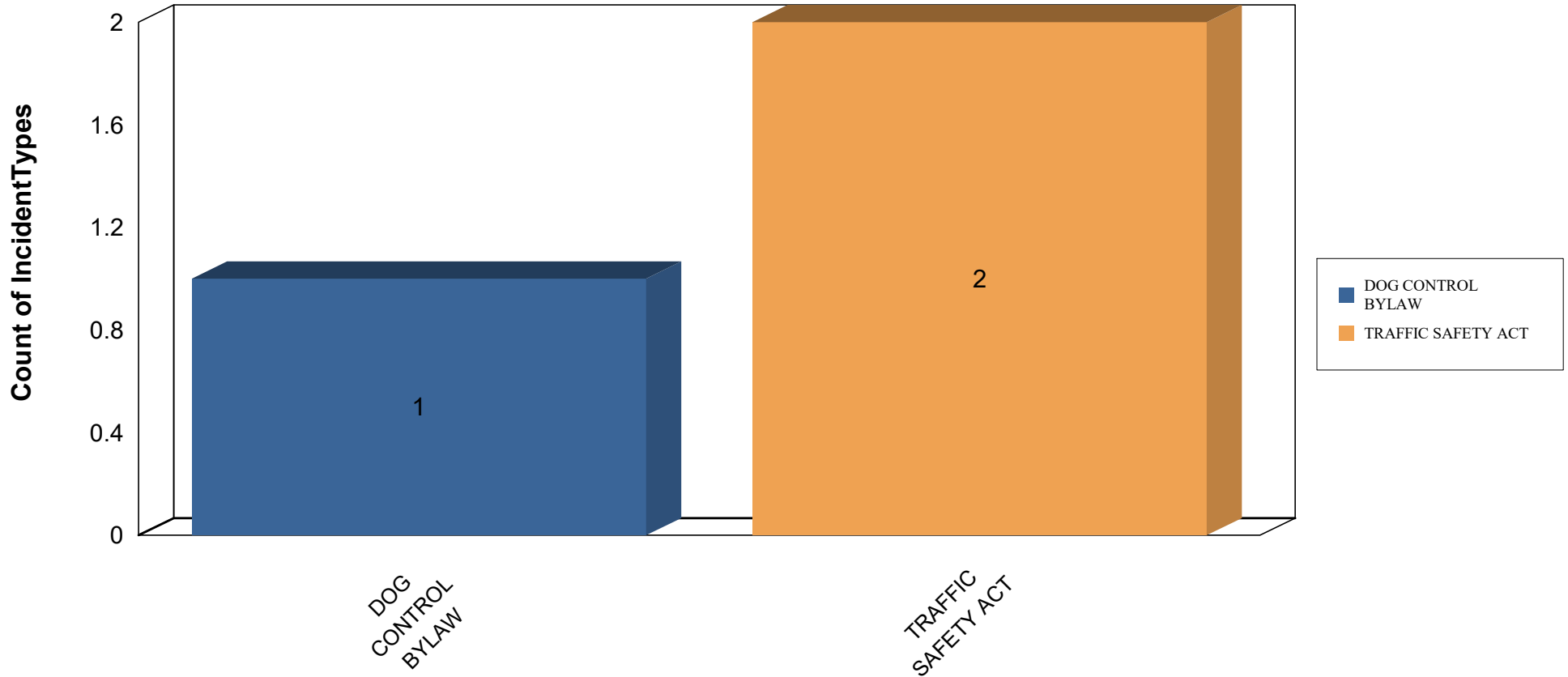
1.72% # of Reports: 1 Incident Report TRAFFIC : SPEEDING

1.72% # of Reports: 1 Incident Report TRAFFIC : TRAFFIC SIGN MONITORING

3.45% # of Reports: 2 Incident Report TRAFFIC : PARKING

Grand Total: 100.00% Total # of Incident Types Reported: 58 Total # of Reports: 50

Count of Incident Types



33.33% # of Reports: 1 Paper Violation Tickets DOG CONTROL BYLAW

66.67% # of Reports: 2 Paper Violation Tickets TRAFFIC SAFETY ACT

Grand Total: 100.00% Total # of Incident Types Reported: 3 Total # of Reports: 3

Grand Total: 100.00% Total # of Incident Types Reported: 61

Operations

Administration

- Track gravel and report to Diamond Finance software
- Timesheet Costing
- P/O's and tracking invoices/expense claims for each department
- Invoice requests & billing out
- Log 'Ratepayer Requests' onto internal intranet site
- Receive and submit daily fuel receipts from UFA, PO's and Tank fills/pulls
- Track all equipment kilometers/hours and Grader miles
- Costing, Fuel and Gravel Reconciliation
- Equipment Work orders Reconciliation
- Permits & Certificates for County and follow-up renewals
- Utility Monthly water bills
- Safety Check in for Operations Staff
- Log and track staff certifications / training
- Office and coffee supply orders & inventory
- Order meals/lunches for events, training & ASB/MPC
- JWSHSC duties, meetings & minute taking
- Conduct Monthly Reports; Infrastructure, Engineering, Shop & Fleet, Health & Safety, Agriculture & Administration
- Track Operations, Agriculture, and Utilities Projects
- Equipment Rental Agreements & Sales
- Rodent Control Sales
- Approach Applications
- Road Use Agreements, Crossing Agreements and RoaData Hauls
- Logging Protective Services complaints into Omnigo
- Roadside Cleanup Program complete
- Tree-Time orders were picked up in May
- Grade Laneway, Spray Exemption & Roadside Mowing Applications starting to come in
- Applications for Dust Reduction Program complete

Director of Operations

- County of Stettler – Utilities, road infrastructure, drainage concerns, Orphan Well reclamation consultation, ratepayer calls, site visits completed and Ratepayer / Council consultation ongoing.
- Schoff Gravel Pit mining and stockpile of pitrun material management / site visit.
- Onboarding Andrew Phillips – Manager of Engineering and Facilities.
- Municipal owned property review.
- Canada Post consultation regarding rural mailbox sites.

- Ongoing contact with Clearview School Division and East Central Catholic School Division transportation departments.
- Assist with Contractor requested road closure detours due to construction activities.
- Buffalo Lake annual spring tour and walk through with Association Representatives.
- Ongoing Finning CAT discussions regarding equipment warranty and repair.
- Parade float preparation.
- Road Maintenance agreement with the Town of Stettler (John Deere Road)
- Bridge inspection review with Manager of Engineering and Facilities.
- Assist with water truck logistic support to Heartland Fire.
- 75% seasonal road ban removed and continued surface monitoring.
- Assist Department Managers with tasks related to department operation.
- Dust Reduction Program Application schedule review.
- Botha drainage infrastructure project and lot grading plan review complete.
- Gravel pit reclamation plan review in conjunction with Bear North Consulting.
- Gravel stockpile - location reclamation and new site preparation procedure review.
- 2025 project review and reclamation (grass establishment / erosion and weed control) planning.
- Business plan proposals review for liquidation of select equipment.
- 8-year capital replacement program preparation.
- Wastewater treatment facility information review and summer tour.
- Facility repair and maintenance management handoff to Manager of Engineering and Facilities – Andrew Phillips.
- Seasonal and fulltime staff interviews, and employment offers sent. Staff Orientation dates set in June.

Agricultural Services

Administration and Operations

- Assisted with the Young Women in Trades and Technology Workshop and participated in the Health and Safety Summer Series event.
- Staff successfully completed Authorized Assistant (Sprayer), Product Stewardship, and UTV Operator training.
- Continued work on spray truck software integration.
- Continued preparation of County Connections articles and public outreach initiatives, including Weed Watch Wednesday and Farm Fact Friday social media posts.
- Continued efforts and communication related to gravel pit reclamation.
- Grain bag collection resumed following the spring hiatus, with collections completed at three farm sites.
- Completed repairs to the plastic mulch applicator and continued equipment rental services.
- Continued trail, park, and facility maintenance activities.

Pest and Weed Management

- Deployed two provincial Bertha Armyworm monitoring stations.
- Provided assistance on a variety of pest concerns, including fox, magpie, beaver, skunk, and Richardson's ground squirrel issues.
- Roadside spraying operations are underway in the northern portion of the County (Townships 40, 41, and 42), with approximately 600 km of roadside ditch area treated to date.
- Gravel pit spraying operations have commenced.

2% Liquid Strychnine Program

- The County of Stettler Agricultural Service Board has established a lottery system to distribute the limited supply of 2% Liquid Strychnine anticipated for the 2026 season.
 - Producers selected through the lottery may receive up to 12 bottles at a cost of \$18.30 per bottle.
 - Based on the initial product allocation, approximately 40 producers are expected to receive product.
- As of June 1, approximately 127 producers have registered for the lottery distribution list.
- Agricultural Services continues to provide support to the Alberta Association of Agricultural Fieldmen (AAAF) and the Government of Alberta regarding provincial program implementation and stewardship initiatives.

Parks and Facilities

- Small area park mowing operations are ongoing.
- Continued evaluation of park mowing sites and completed cleanup activities at the Woodlands Cemetery site.

Educational Agriculture Tour (EAT) program

- Classroom Agriculture Program presentations were delivered to 235 students from 13 schools throughout March and April.
- The Educational Agriculture Tour field day, held May 28 at the Stettler Agricultural Society grounds, welcomed 158 students representing nine classes from 6 participating schools (Big Valley School, Botha School, Byemoor School, Erskine School, Stettler Elementary School, and Christ-King School)
- Students participated in interactive learning stations focused on beef, dairy, poultry, produce, and agricultural mechanics, with opportunities to interact with livestock, tour agricultural equipment, learn about food production, and observe western roping demonstrations.

Upcoming Events

- Central Region ASB Chair Meeting – June 12, 2026 (MD of Bighorn)
- Stettler Garden Club Presentation – July 12, 2026
- ASB Summer Tour – July 14–16, 2026 (Wheatland County)
- Stettler County Fair – July 27 to August 1, 2026 (Stettler Agricultural Society)



ASB Figure 1.01 & 1.02. Insect Monitoring Station Set-Up



ASB Figure 2.01. Seeding Project



ASB Figure 2.02. Seeding Project



ASB Figure 3.01. Seeding Project



ASB Figure 4.01. Young Women in Trades and Technology Day



Figure ASB 5.01 & 5.02. Roadside Spraying Program



ASB Figure 6.01. Gravel Pit Spraying



ASB Figure 6.02. Gravel Pit Spraying



ASB Figure 7.01. Educational Agriculture Tour (EAT) Field Trip

Projects, Engineering & Facilities

Engineering

- Projects
 - Botha – Stormwater Management Upgrades –
 - for budget approval on June 10, 2026
- Buffalo Lake Overland Drainage Corridor –
 - Working with Tagish Consulting and developing the most impactful cost-efficient design, AEP approval of excess stormwater entering Buffalo Lake
- Gadsby (2nd Avenue) Full Road Re Construction –
 - Border Paving is tentatively to commence work the week of June 8, 2026.
 - Letter to be hand delivered to affected residences prior to the commencement of construction by the contractor
 - Kick-off Meeting scheduled for June 3, 2026
- Erskine 5th Avenue Dust Abatement
 - Operations will be applying MG 250 to the roadway the beginning of July (weather permitting)

Land Acquisitions

- Land Sale Negotiations – Acquire 4 acres to facilitate gravel stockpiling location
 - Post land purchase, begin process to apply for Roadside Development permit with ATEC

Gravel Pit

- Camrose County – leased pit
 - Pit exploration – gravel quality and check for the water table level

Operations Section Process Initiatives

- Approach Application Form – review of the supplied Engineering Transportation information
- Crossing Agreements
- Road Construction / Closing of a Road – internal and external notification listing

Building(s) Maintenance

- Maintenance Requests – Ongoing
- Buffalo Lake – Serviced and Re-installed the aeration pump motor for the season
- Performed monthly Preventative Maintenance Items
- Training summer staff

Signage

- Maintenance Requests – Ongoing
- Reinstalling the No Parking signage at Buffalo Lake the week of June 8



Projects, Engineering & Facilities Figure 1.01. Buffalo View Estates Aeration Motors Service & Re-Install



Projects, Engineering & Facilities Figure 1.02. Buffalo View Estates Aeration Motors Locations



Projects, Engineering & Facilities Figure 1.03. Buffalo View Estates Marina Aeration Install

Health & Safety

- There have been fifteen (15) incident investigations initiated to date in 2026.
- A Joint Work Site Health and Safety Committee Meeting was held on May 28, 2026. Topics for discussion included Workplace Violence & Harassment Prevention Plan, Confined Space Code of Practice, Internal Responsibility System, and the Health & Safety Communication Plan.
- Health & Safety newsletters were distributed to County employees via email on:
 - May 6, 2026 – Supporting New Employees
 - May 13, 2026 – Rodent Awareness & Hantavirus Prevention
 - May 20, 2026 – Tick Awareness
 - May 28, 2026 – Sun Safety
- The first event of the 2026 Health & Safety Summer Series was held on May 14, 2026 at Heartland Regional Fire Station #1. The Health and Safety Summer Series is an educational initiative designed to strengthen health and safety awareness across the organization. During the first session our guest speaker Colin Fetter, Employment and Labour Group Practice Leader with Brownlee LLP Barristers & Solicitors focused on the Internal Responsibility System (IRS), which is the foundation of occupational health and safety in Alberta. The IRS is based on the principle that everyone in the workplace (workers, supervisors, managers, senior management and Council) shares responsibility for identifying hazards, addressing concerns, and contributing to a safe and healthy work environment.
- The County of Stettler is once again able to conduct in-house respiratory fit testing to ensure that employees are using respirators that fit properly and provide the level of protection required for their work. Respiratory Fit Testing is conducted on an ongoing basis.

- The JWSHSC Audit Action Plan subcommittee has drafted an Action Plan that outlines the steps the County will take to address opportunities for improvement identified during the health and safety audit. It serves as a roadmap to help strengthen the County’s health and safety management system, improve compliance with legislative requirements, and reduce workplace risk. Efforts are underway to implement the Action Plan over the next few months to ensure gaps are addressed in a structured and timely manner.

Recent/Upcoming courses/training:

- New Hire Orientation
 - June 3, 2026
 - June 10, 2026
- Health & Safety Summer Series: Safety Starts with US!
 - June 25, 2026
 - August 5, 2026

Upcoming courses/training:

- New Hire Orientation – As needed
- WHMIS – As needed

Infrastructure, Operations and Maintenance



Public Works Figure 1.01. 2026 Gravel Program



Public Works Figure 1.02. 2026 Gravel Program



Public Works Figure 2.01. Shed Relocation



Public Works Figure 2.02. Shed Relocation



Public Works Figure 3.01. New Culvert Install



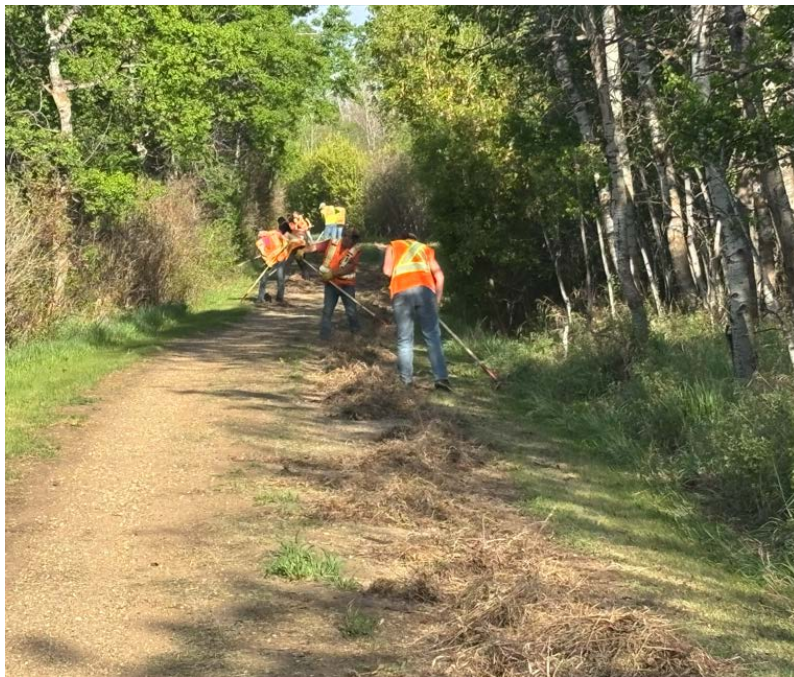
Public Works Figure 3.02. New Culvert Install



Public Works Figure 3.03. New Culvert Install



Public Works Figure 4.01. Road Shoulder Work with Grader



Public Works Figure 5.01. Botha Cemetery

Shop & Fleet

Public Works Shop Report May 2026

C1	Cat D8	▪
C3	Case Tractor	▪
C4	"325" Off Set Disc	▪
C5	Schulte Rock picker	▪
C7	Cat 950G Loader	▪
C8	Cat 962H Loader	▪ Remove worn, damaged wear plates install new plates as needed. Begin Service work.
C12	Cat 815 Packer	▪
C15	Cat 815 Packer	▪
C21	Case Backhoe	▪
C22	Cat 627G Scraper	▪ Service call, check and troubleshoot code. Order parts. ▪ Service call, diagnosing overheat code. Find belt and idler to be failed. ▪ Replace rear engine idler pulley and replace belts. ▪ Service call. Inspect belts order tensioner pulley assembly.
C23	Cat 627GScraper	▪ Service call. Replace joystick controller. ▪ Replace rear tensioner pulley.
C44C	Bobcat S330	
C45	Wire Roller	▪
C47	Cat D7R XR Dozer	▪
C48	Cat D6T Dozer	▪ Service call. Repair cylinder guard.
C82	Cat 14M Grader	▪ Correct operation of air conditioner.
C86	Forklift	▪
C89	Cat 14M Grader	▪ Trouble shoot fluid leak. Order transmission hose. ▪ Replace transmission hose
C91	New Holland Tractor	▪
C92	Truck Scale	▪
C93	Cat 14 Grader	▪
C95	New Holland Tractor	▪
C96	New Holland Tractor	▪ Trouble shoot the 3-point lift to find failed valve. ▪ Reseal 3-point lift valve install and test system.
C100	Cat 14M Grader	▪ Rebuild, repair, and paint push pole for snow equipment. ▪ Trouble shoot braking system. ▪ Remove left wheel spindle, Disassemble right front wheel brake assembly. ▪ Build heavy stand for wheel bearing/brake/hub group assembly.
C101	Bobcat S850	▪ Repair and paint rear cover as needed ▪ Assemble drive motor. ▪ Begin to remove engine to gain access to pump. ▪ Build tool to aid in removal of engine, prep machine as needed.
C102	Volvo Track Hoe	▪
C103	Cat 14M Grader	▪ Begin to rebuild, repair, and paint push pole for snow equipment. ▪ Trouble shoot codes. Correct wiring issue for pilot hydraulic solenoid.

C104	Cat 14M Grader	<ul style="list-style-type: none"> ▪ Begin repair of snow equipment. ▪ Complete repair and paint of snow equipment. ▪ Begin repair of snow equipment.
C106	Kubota Mower	<ul style="list-style-type: none"> ▪ Straighten and repair front deck arm, paint and install.
C107	John Deere Mower	<ul style="list-style-type: none"> ▪
C109	Kuhn Mower	<ul style="list-style-type: none"> ▪
C110	Kuhn Mower	<ul style="list-style-type: none"> ▪
C111	Kuhn Mower	<ul style="list-style-type: none"> ▪
C112	Kubota Mower	<ul style="list-style-type: none"> ▪
C113	Truck Scale	<ul style="list-style-type: none"> ▪
C114	Cat 14M Grader	<ul style="list-style-type: none"> ▪
C115	Cat 14M Grader	<ul style="list-style-type: none"> ▪ Wash machine. ▪ Change engine oil and all filters. Adjust blade slide. Correct location of transmission dipstick guide.
C119	John Deere Mower	<ul style="list-style-type: none"> ▪
C121	John Deere Loader	<ul style="list-style-type: none"> ▪
C123	Kubota Mower	<ul style="list-style-type: none"> ▪
C127	John Deere Grader	<ul style="list-style-type: none"> ▪ Remove snow equipment.
C129	Case loader	<ul style="list-style-type: none"> ▪ Replace blower motor.
C130	Case Backhoe	<ul style="list-style-type: none"> ▪ Service call, trouble shoot sweeper operation. Replace fuse to correct operation. ▪ Remove sweeper and install bucket. Grease machine. ▪ Service call. Tighten hydraulic fitting to correct leak. Top off fluids. Aid in loading machine from driveline failure. ▪ Weld to remove broken stuck bolt, clean up damage as needed. ▪ Remove u joint for replacement. ▪ Replace u joint
C131	Cat 160AWD	<ul style="list-style-type: none"> ▪ Wash machine
C132	Cat 160AWD	<ul style="list-style-type: none"> ▪ Wash machine. Calibrate transmission. Wash machine. Calibrate transmission. Begin to change engine oil. ▪ Complete service. Adjust blade slide and circle clearance. Replace cab, secondary air filter, grease machine, replace headlight bulb, blade flags. Repair radio antenna connection. Grease machine.
C133	Kubota 68.4 HP Diesel 4 cyl	<ul style="list-style-type: none"> ▪
C134	Kohler Generator	<ul style="list-style-type: none"> ▪
C135	Cat 140AWD	<ul style="list-style-type: none"> ▪ Wash machine. Remove snow equipment. Adjust blade slide and circle clearance. Begin to service machine. ▪ Change engine, transmission, tandem. front hub and circle drive oil. Change all filters, grease machine.
C136	Cat 140AWD	<ul style="list-style-type: none"> ▪ Wash machine. Remove snow wing.
C137	Cat Grader	<ul style="list-style-type: none"> ▪
C138	Cat Grader	<ul style="list-style-type: none"> ▪
C139	Cat Grader	<ul style="list-style-type: none"> ▪
C140	Heli CPYD25-KU1H Forklift	<ul style="list-style-type: none"> ▪

C141	Cat 299D3 XE Compact Track Loader (Skid Steer)	▪
C142	TRX 766i Finish Cut w/Terraflex Tracks	▪ Service call. Refasten blade.
C143	TRX 766i Finish Cut w/Terraflex Tracks	▪ Replace mower deck belt and all blades.
C145	Caterpillar 140 15A AWD Grader	▪

T9	Pressure Washer	▪
T17	Grass Mower Grader	▪
T18	Hydraulic Sweeper	▪
T19	Fifth Wheel Trailer	▪
T25	Harrows	▪
T32	Oil Tank Skid	▪
T33	Clam Dump	▪ Test operation of gate air valve operation.
T34	Low bed Trailer	▪
T36	Pup Trailer	▪
T55	Honda Generator	▪
T62	Rotary Cutter	▪
T63	Flat Bed Trailer	▪
T64	Outhouse Trailer	▪
T65	Tandem Flat deck	▪
T67	Pup Trailer	▪
T68	Clam Dump	▪
T69	Brush cat	▪
T70	Forestry Cutter	▪
T72	Post Pounder	▪
T73	V-Plow	▪
T74	Sander	▪
T75	Skid Steer Trailer	▪ Inspect brake operation on left first axle. Order parts.
T76	Hydraulic Crane	▪
T79	Pup Trailer	▪ Trouble shoot tail gate operation. Replace solenoid and pilot valve to correct operation. ▪ Retorque third axle. ▪ Replace clearance light.
T80	Monroe Plow	▪
T81	Monroe Plow	▪
T82	Sweeper Broom	▪
T83	Monroe Plow	▪
T84	Monroe Sander	▪
T85	Rotor Tiller	▪
T86	Skid Steer Bucket	▪
T89	Gravel Scale Shack	▪
T90	Pup Trailer	▪

T91	Bush Hog	▪
T92	Western Plow	▪
T93	Electric Sander	▪
T94	Pup Trailer	<ul style="list-style-type: none"> ▪ Begin commercial vehicle inspection. Replace four sets of brake shoes, brake pads, drums, all slack adjusters. ▪ Complete commercial vehicle inspection. ▪ Retorque all wheels. Install nut indicators. ▪ Straighten and repair tailgate. Replace tailgate air valve.
T95	Cargo Trailer	▪
T96	Hydraulic Crane	▪
T97	Mowing Trailer	▪
T98	Quad Trailer	
T99	Handi Hitch Pro Packer	▪
T100	Schulte Handi Hitch Packer	▪
T101	Schulte HX1000 roadside mower	▪
T102	Schulte Flex Arm	▪
T103	Schulte HX1000 roadside mower	▪
T104	Schulte Flex Arm	▪
T105	Grader Mount Sod Mulcher	▪
T106	Grader Mount Gravel Reclaimer	▪
T107	Grader Mower/Reclaimer Mounting Arm	▪
T108	Used Capitali quick attach mower 7.5' reconditioned	▪
T109	HLA Sweeper 96" BR96BO500	▪
T110	Caterpillar PC412 Cold Planer	▪
T1000	Power Equipment	▪

323	Freightliner Gravel Truck	▪
325	Mack Water Truck	<ul style="list-style-type: none"> ▪ Replace pump and grease lines. ▪ Replace right strobe light and clearance ID light. Reconnect connections on two-way radio. ▪ Begin to replace injectors. ▪ Install new injectors. Adjust valve and engine brake clearance.
328	Freightliner Fuel Truck	▪

330	Mack Water Truck	<ul style="list-style-type: none"> ▪ Replace PTO shaft key. ▪ Test watering system. Removed bowie pump & disassembled. Oder pump. Remove tank bottom drain. Inspect tank for blockage to find bottom tank port block by plate. Remove tank shut off valve to remove debris.
363	2500 Crew Cab, Gravel Checker	<ul style="list-style-type: none"> ▪
364	2500 Crew Cab, On-Call	<ul style="list-style-type: none"> ▪
365	Ford F450 Shop Service	<ul style="list-style-type: none"> ▪
367	Ford F550 Welding Truck	
368	Kenworth T800 Gravel/Plow Truck	
370	Dodge 2500 Crew Cab	<ul style="list-style-type: none"> ▪
371	Dodge 2500 Drainage & Brushing	<ul style="list-style-type: none"> ▪
372	Kenworth Gravel/Plow Truck	<ul style="list-style-type: none"> ▪
373	Ford F450 Culvert/Plow Truck	<ul style="list-style-type: none"> ▪
374	Dodge 2500 Crew Cab	<ul style="list-style-type: none"> ▪
375	Dodge 1500	<ul style="list-style-type: none"> ▪
376	Kenworth 5 th Wheel Equipment Hauling	<ul style="list-style-type: none"> ▪ Retorque all wheels. ▪ Retorque right third axle.
377	Dodge 5500 Dump Box/Plow	<ul style="list-style-type: none"> ▪
381	Doge 5500 Skid Steer/Fencing	<ul style="list-style-type: none"> ▪
383	Silverado Facilities Maintenance	<ul style="list-style-type: none"> ▪
384	GMC ¾ Ton	<ul style="list-style-type: none"> ▪
385	Western Star Gravel Truck	<ul style="list-style-type: none"> ▪ Retorque all wheels. Install nut indicators.
388	Ford F150 Manager of Construction	<ul style="list-style-type: none"> ▪
389	International Equip haul/gravel	<ul style="list-style-type: none"> ▪
390	Freightliner Gravel Truck	<ul style="list-style-type: none"> ▪ Begin to replace failed NOX sensor. ▪ Replace NOX sensor and test operation. Replace left rear taillight. Begin commercial vehicle inspection. Repair airline leak. ▪ Replace rear brakes. Complete commercial vehicle inspection. ▪ Retorque all wheels. Install nut indicators. ▪ Replace headlight.
391	Freightliner	<ul style="list-style-type: none"> ▪

	Water Truck	
392	Ford F550 Sign Truck	<ul style="list-style-type: none"> Change engine oil, multi point inspection
396	Dodge 1500 Parts Truck	<ul style="list-style-type: none"> Retorque all wheels
397	Silverado Plow Truck	<ul style="list-style-type: none">
398	Freightliner	<ul style="list-style-type: none"> Repair tank as needed, test and confirm no leaks. Trouble shoot air system. Replace air dryer.
3001	Ford F550 Brushing/Construction	<ul style="list-style-type: none"> Begin commercial vehicle inspection. Complete commercial vehicle inspection.
3002	Ford F550 Construction	<ul style="list-style-type: none"> Trouble shoot air conditioner system. Make arrangement at dealership for ECM testing Replace belt tensioner and belt.
3003	GMC 5500 Culverts	<ul style="list-style-type: none"> Trouble shoot low engine power. Turn of PTO switch to correct issue.
3004	GMC Crew Cab Director of Operations	<ul style="list-style-type: none">
3005	Ford F250	<ul style="list-style-type: none"> Bleed clutch circuit.
3006	GMC ¾ Ton	<ul style="list-style-type: none">
3007	Ford F150	<ul style="list-style-type: none"> Change engine oil multi point inspection. Blow out evap container. Service call. Change flat tire. Remove tires for replacement. Replace left rear axle seal.
3008	Ford F150 Operation & Maintenance	<ul style="list-style-type: none">
3009	Freightliner	<ul style="list-style-type: none"> Replace reverse switch, repair wiring, install seat cover. Perform commercial inspection. Replace back up alarm. Adjust back up switch.
3010	Ram 2500 Dodge	<ul style="list-style-type: none">
3011	Ram 2500 Dodge	<ul style="list-style-type: none">
3012	Mercedes Metris	
3013	Ram 1500 classic DS6L91	<ul style="list-style-type: none">
3014	Ford F250	<ul style="list-style-type: none"> Change engine oil and multi point service.
3015	Ford F250	<ul style="list-style-type: none"> Change engine oil, multi point inspection.
3016	Ford F150	<ul style="list-style-type: none">
3017	2012 Chevrolet Tahoe Special	<ul style="list-style-type: none">

Administration

103	2015 Chevrolet Tahoe LS 4WD Special	<ul style="list-style-type: none">
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Agricultural Services

A01	Cattle Scale	<ul style="list-style-type: none">
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A02	Tree Planter	▪
A04	Chemical Wiper	▪
A06	Utility Trailer	▪
A07	Truck Mount Sprayer	▪
A11	Mesh Trailer	▪
A12	Float Trailer	▪
A15	Brush Mower	▪
A16	Alumacraft Boat	▪
A21	Mesh Hose Trailer	▪
A25	Flat Deck Trailer	▪
A26	Jug Trailer	▪
A27	Spray Trailer	▪
A30	Kubota Side-by-Side	▪
A31	Pro-Tec Sprayer Pump	▪
A33	Lowe Boat	▪
A34	Boat Trailer	▪
A35	Skid Mount Brush Sprayer	▪
A36	Brillion Seeder	▪
A37	1997 5 th Wheel Trailer Flat Deck	▪ Complete CVIP. Repair brake wiring.
A81	2004 Goodwin Pump	▪
A93	2011 1820 Side Arm	▪
A94	2011 Degelman Mower	▪
A95	2018 Grain Bag Roller	▪
A96	2023 ABU 30' Goose Neck Trailer	▪
A97	Fabric Roller	▪
A99	ASB Misc.	▪
A100	2021 Southland SL280HD Dump Trailer	▪
A101	V5008 72" blade (Kubota)	▪

7200	2018 Ford F150 XLT V8 (elec.park)	▪
7201	2015 Ford F150	▪ Change engine oil, Multi point inspection. Order brake parts. ▪ Replace front brake rotors, calipers and pads.
7252	2000 Polaris ATV	▪
7269	2002 GMC 1 ton Flat Deck (Spray Truck)	▪
7273	2008 Dodge 5500	▪ Inspect truck for loud exhaust to find DEF filter missing.
7274	2010 Dodge Crewcab 2500 4x4	▪ Inspect truck for loud exhaust to find converters missing.

7276	2012 Dodge Crewcab 2500 4x4	▪
7277	2015 Kenworth T370	▪ Scan for codes, research issue ▪ Modify control mounting tree as requested. ▪ Build, paint and install mounting plate as requested.
7279	2018 Ford F150 XLT V8	▪
7280	2013 Dodge Ram 3500	▪ Change engine oil and multi point inspection.
7292	2008 Truck Mount Spray Unit	▪
7293	Kenworth Spray Truck	▪
7294	Deck and Spray unit (on 7293)	▪
7295	1989 Skid Mount Hydroseeder	▪
7296	Raven Viper Chem Injection Spray Unit (on 7277)	▪

Utilities

U100	Lima Generator	▪
U101	John Deere	▪
U102	Honeywell Generator	▪
U103	Honeywell Generator	▪
431	2020 Ford F150 Manager of Environmental Services	▪
432	2022 Ford F150	▪
433	2023 Ram 1500 Classic 4x4	▪ Change engine oil and multi point inspection.
434	2023 Ram 1500 Classic	▪
435	2015 GMC Sierra SLE 1500	▪ Service and multipoint inspection. Replace sway bar end links.

Protective Services

500	2008 Quad Trailer	▪
501	2007 Artic Cat Quad	▪
502	Generator	▪
527	2019 Dodge Durango Enforcer Manager of Protective Services	▪
528	2020 Dodge Durango Enforcer	▪
529	Ford F-150 Interceptor	▪

530	2024 Speed Alerts 27 Radar Message Sign	▪
531	2025 Dodge Durango	▪

Stettler District Ambulance

Medic 8	2017 Chevy Express	
Medic 9	2020 Chevy Tahoe	▪
Medic 10	2023 Ford E350 (EHS# 3577)	▪
Medic 11	2023 Ford E350 (EHS# 3578)	<ul style="list-style-type: none"> ▪ Build and install extension bracket for load securement. ▪ Trouble shoot Oil leak. Order hydro booster. ▪ Replace hydro booster. ▪ Change engine oil and multi point inspection.
Medic 12	Ford E450 (EHS#)	<ul style="list-style-type: none"> ▪ Change engine oil, multi point inspection replace steering shock.

Fire Department

211	1990 GMC Fire Truck E-41 (Byemoor)	<ul style="list-style-type: none"> ▪ Service call, remove and repair pump packing adjuster assembly. Remove and replace accessible pump packing seal. Reassembled and instructed fire crew to test.
214	1991 GMC Fire Truck E-31 (Donalda)	<ul style="list-style-type: none"> ▪ Pickup truck from fire hall. Re seal power steering line. Replace batteries, and differential oil. Order rear transmission seal brake booster and parts to reseal fire water pump. Deliver truck back to Donalda.
217	1999 Ford F350 #44 Duty Rescue Unit #44 (Byemoor)	▪
221	1997 Ford F250 Rapid Response Unit (Donalda)	▪
222	1994 Ford F250 Rapid Response Unit (Big Valley)	▪
224	2004 GMC Superior Pumper (Big Valley)	▪
226	2008 Spartan Fire Truck # 15 (Stettler)	<ul style="list-style-type: none"> ▪ Service call. Replace fan belt. ▪ Replace rear air level valves. Order heater motors. Test on board air compressor operation to find no issues. ▪ Trouble shoot air conditioner system. Order compressor. ▪ Replace air conditioner compressor and transducer switch. Test system.
227	2008 Pierce Fire Truck # 11 (Stettler)	<ul style="list-style-type: none"> ▪ Remove left rear wheels. Refasten spring strap.

228	2011 International Fire Truck #45 (Byemoor)	▪
229	2011 Chevy Suburban Deputy Fire Chief #6 (Troy)	▪ Replace oil pressure sender.
230	2002 Ford E350 Cutaway Van # 24 (Big Valley)	▪
231	2008 Pierce Fire Truck Rescue Truck # 14 (Stettler)	▪
232	1997 Ford E350 Cutaway Van #34 (Donalda)	▪
233	1999 Ford E450 (Donalda)	▪
234	2013 International Fire Truck # 25 (Big Valley)	▪
235	2013 International Fire Truck # 35 (Donalda)	▪
236	2015 Ford F550 Rapid Response Unit # 16 (Stettler)	▪
237	2016 Ford F550 Rapid Response # 26 (Big Valley)	▪
238	2008 Ford E450 EV-2 EMERG #19 (Stettler)	▪
239	2001 Freightliner FL60 (Donalda)	▪
240	Sea Doo	▪
241	Sea Doo	▪
242	Sea Doo Trailer	▪
243	Chevrolet Tahoe 4x4 Z71 (Squad 1)	▪
245	Ford	▪ Correct wiring. Add license plate light, review camera. Correct air bag code issue.
246	Ford	▪ Wire deck lights license plate light. Rear back up camera.
332	1997 GMC 3 Ton C7500 Water Truck #38 (Donalda)	▪
375	213 Dodge Ram SLT ½ Ton (Ben Wiens)	▪

Shirley McClellan Regional Water Services Commission (SMRWSC)

SM100	John Deere Generator	▪
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Stettler Waste Management Authority

600	Electric Precision Scale	▪
607	2000 GMC Sierra 2500 4x4 SL	▪
613	2002 Bomag Packer	▪
614	2006 John Deere Mower	▪
617	2008 Dodge Quad Cab	▪
619	2011 Dump Trailer	▪ Install and paint tongue jack. Replace lights and fixtures as needed. ▪
620	2011 Dodge 2500	▪
623	2007 Kubota Mower	▪
627	2013 Cat Track Loader	▪ Wash machine, disassemble right final drive. ▪ Cut, and weld to remove bearings for replacement. ▪ Begin assembly of final drive. ▪ Remove all segment bolts to be replaced. Clean final drive parts. ▪ Assemble part of final drive. ▪ Complete final drive assembly. Blow out air conditioner condenser. Test air conditioner. ▪ Change left final drive oil.
628	2013 V Plow	▪
629	2006 Caterpillar Scraper	▪ Service call. Correct air conditioner operation.
630	2014 Fleet Flex V MS Plow	▪
631	2014 Kubota Tractor	▪
632	2016 Fine Cut Woods Mower	▪
633	2010 Bomag Packer	▪
634	2017 Ford F150	▪
636	2019 Peterbilt Garbage Truck	▪ Find and repair damaged sensor wiring for hydraulic system. ▪ Straighten, repair and paint tailgate latch.
640	2019 Ford Super Duty	▪
641	2020 GMC Sierra 1500	▪
642	2004 Dodge Dakota	▪
643	2021 Iron Built Tilt Trailer	▪
644	2022 Kubota Tractor	▪
645	2023 Bomag BC Compactor	▪

Miscellaneous

<ul style="list-style-type: none"> ▪ Parts- Complete hose bench and hose press cart. Assemble and install. 	<ul style="list-style-type: none"> ▪ Trouble shoot chain saw operation. Order ignition coil.
<ul style="list-style-type: none"> ▪ YWITT- Prepare for presentation. 	<ul style="list-style-type: none"> ▪ Reseal Big Valley fire hall pressure washer pump.
<ul style="list-style-type: none"> ▪ Map Holder- Begin design and build of map organizing stand as requested. 	<ul style="list-style-type: none"> ▪ Drainage- Work on design and pattern for screen lids and mounting components. Work on getting quotes for material and elements.
<ul style="list-style-type: none"> ▪ BLM- Attend meeting regarding informational signage. Develop design and building plan. Inquire about material price and availability. 	<ul style="list-style-type: none"> ▪ Drainage- Continue work on design and material procurement.
<ul style="list-style-type: none"> ▪ Cut culverts as requested. 	<ul style="list-style-type: none"> ▪ Signs-Build and paint sign stand as requested.
<ul style="list-style-type: none"> ▪ Prep pipe for steel fence project. ▪ Prep pipes and material for fencing job. 	<ul style="list-style-type: none"> ▪ Fire hall- Straighten and repair window slide mechanisms as needed.
<ul style="list-style-type: none"> ▪ Instruct students in YWITT. 	<ul style="list-style-type: none"> ▪ Drainage- Finalize design, pattern, and material requirements. Wait on decision prior to purchase.
<ul style="list-style-type: none"> ▪ Administration- Build and install mounting pole for internet related receiver and equipment. 	<ul style="list-style-type: none"> ▪ Drainage- Continue work on design and material procurement.
<ul style="list-style-type: none"> ▪ Cut material to aid in straightening railing at lake. ▪ Big Valley yard- Service call, adjust gate rollers, measure up for standoff/adaptor. Build adaptor for mounting additional roller on fence post. 	<ul style="list-style-type: none"> ▪ Signs-Build and paint sign stand as requested. ▪ Buffalo Lake signs- Create design and pattern for portable sign mounting stands. Research screw pile options.
<ul style="list-style-type: none"> ▪ Shop- Build stand for parts cleaner unit, and associated materials. 	<ul style="list-style-type: none"> ▪

- Perform Preventative maintenance and other repairs as required.

Health & Safety

- Receive/complete **5** Hazard Assessments
 - Receive/complete **8** Toolbox Meetings
- No items noted requiring action by Management.



Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
GENERAL					
REVENUE					
01-00-00-11100 - TAXES - FARMLAND	\$0.00	\$0.00	\$2,133,381.00	(\$2,133,381.00)	0.00%
01-00-00-11110 - TAXES - RESIDENTIAL	\$0.00	\$0.00	\$4,030,106.00	(\$4,030,106.00)	0.00%
01-00-00-11130 - TAXES - LINEAR/NON RESIDE	\$0.00	\$0.00	\$7,951,212.00	(\$7,951,212.00)	0.00%
01-00-00-11140 - TAXES - MACH. & EQUIP.	\$0.00	\$0.00	\$2,185,672.00	(\$2,185,672.00)	0.00%
01-00-00-11150 - TAXES - SCHOOL FOUNDATION	\$0.00	\$0.00	\$5,169,904.00	(\$5,169,904.00)	0.00%
01-00-00-11160 - TAXES - MINIMUM TAXES	\$0.00	\$0.00	\$21,769.00	(\$21,769.00)	0.00%
01-00-00-11175 - TAXES - POLICE SERVICES	\$0.00	\$0.00	\$515,000.00	(\$515,000.00)	0.00%
01-00-00-11180 - TAXES - TOWN RECREATION	\$0.00	\$0.00	\$538,777.00	(\$538,777.00)	0.00%
01-00-00-11185 - TAXES - DIP	\$0.00	\$0.00	\$42,884.00	(\$42,884.00)	0.00%
01-00-00-11190 - TAXES - HOUSING	\$0.00	\$0.00	\$1,022,094.00	(\$1,022,094.00)	0.00%
01-00-00-11196 - TAXES - DOCTOR RECRUIT	\$0.00	\$0.00	\$75,000.00	(\$75,000.00)	0.00%
01-00-00-11260 - LOCAL IMP TAX - COUNTY WATER	\$0.00	\$0.00	\$60,000.00	(\$60,000.00)	0.00%
01-00-00-15100 - TAXES - PENALTIES & COSTS	\$0.00	\$336,506.26	\$100,000.00	\$236,506.26	336.51%
01-00-00-15500 - INTEREST EARNED	\$29,902.88	\$126,767.10	\$250,000.00	(\$123,232.90)	50.71%
Total REVENUE	\$29,902.88	\$463,273.36	\$24,095,799.00	(\$23,632,525.64)	1.92%
EXPENSE					
02-00-00-26720 - BAD DEBTS - TAX CANCELLATION	(\$0.00)	(\$0.00)	\$100,000.00	\$100,000.00	0.00%
02-00-00-27410 - COUNTY OF STETTLER HOUSING	(\$0.00)	\$255,703.00	\$1,022,094.00	\$766,391.00	25.02%
02-00-00-27412 - ALBERTA SCHOOL FOUNDATION	(\$0.00)	\$1,151,113.63	\$5,103,112.00	\$3,951,998.37	22.56%
02-00-00-27413 - SEPARATE SCHOOL REQUISITION	(\$0.00)	\$14,290.96	\$66,792.00	\$52,501.04	21.40%
02-00-00-27414 - DESIGNATED INDUSTRIAL PROPERTY	(\$0.00)	(\$0.00)	\$42,884.00	\$42,884.00	0.00%
02-00-00-27416 - POLICING REQUISITION	(\$0.00)	(\$0.00)	\$515,000.00	\$515,000.00	0.00%
02-00-00-27417 - RECREATION REQUISITION	(\$0.00)	(\$0.00)	\$538,777.00	\$538,777.00	0.00%
02-00-00-27418 - DOCTOR RECRUITMENT REQUISITION	(\$0.00)	(\$0.00)	\$75,000.00	\$75,000.00	0.00%
02-00-00-27419 - WASTE REQUISITION	(\$0.00)	(\$0.00)	\$453,280.00	\$453,280.00	0.00%
Total EXPENSE	(\$0.00)	\$1,421,107.59	\$7,916,939.00	\$6,495,831.41	17.95%
Total GENERAL	\$29,902.88	(\$957,834.23)	\$16,178,860.00	(\$17,136,694.23)	-5.92%
COUNCIL					
EXPENSE					
02-11-00-21000 - SALARY & BENEFITS	\$3,579.92	\$16,090.89	\$58,900.00	\$42,809.11	27.32%
02-11-00-21510 - REMUNERATION - COUNCIL	\$19,400.00	\$77,650.00	\$233,000.00	\$155,350.00	33.33%
02-11-00-22111 - MILEAGE	\$3,267.85	\$14,599.43	\$40,000.00	\$25,400.57	36.50%
02-11-00-22130 - SUBSISTENCE	\$1,680.58	\$6,313.93	\$19,000.00	\$12,686.07	33.23%
02-11-00-22145 - COUNCIL TRAINING	(\$0.00)	\$5,693.15	\$5,000.00	(\$693.15)	113.86%
02-11-00-22150 - COUNCIL-GRANTS & DONATION	(\$0.00)	(\$0.00)	\$2,100.00	\$2,100.00	0.00%
02-11-00-22155 - COUNCIL EXPENSES & RECOGNITION	\$389.43	\$1,230.91	\$14,000.00	\$12,769.09	8.79%
02-11-00-22160 - FREIGHT, POSTAGE, PHONE	\$651.45	\$2,309.69	\$7,000.00	\$4,690.31	33.00%
02-11-00-22165 - COMMUNITY INVESTMENT	\$1,500.00	\$5,000.00	\$15,000.00	\$10,000.00	33.33%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-11-00-22180 - CONVENTION EXPENSE	\$4,249.05	\$23,782.36	\$52,000.00	\$28,217.64	45.74%
02-11-00-22200 - CITIZEN ENGAGEMENT	(\$0.00)	\$337.05	\$5,000.00	\$4,662.95	6.74%
02-11-00-22205 - COUNCIL SPECIAL PROJECTS	(\$0.00)	(\$0.00)	\$2,500.00	\$2,500.00	0.00%
02-11-00-22740 - LICENSE & INSURANCE	(\$0.00)	\$1,279.77	\$4,400.00	\$3,120.23	29.09%
02-11-00-25120 - COMPASSIONATE EXPENSE	(\$0.00)	\$100.00	\$500.00	\$400.00	20.00%
02-11-00-25190 - COMPUTER EQUIPMENT	(\$0.00)	\$232.30	\$5,000.00	\$4,767.70	4.65%
Total EXPENSE	\$34,718.28	\$154,619.48	\$463,400.00	\$308,780.52	33.37%
Total COUNCIL	\$34,718.28	\$154,619.48	\$463,400.00	\$308,780.52	33.37%
ADMINISTRATION					
REVENUE					
01-12-00-12500 - SALES TO OTHER GOVERNMENT	\$0.00	\$92,324.50	\$484,298.00	(\$391,973.50)	19.06%
01-12-00-14100 - GENERAL REVENUE	\$1,440.00	\$3,884.15	\$10,000.00	(\$6,115.85)	38.84%
01-12-00-15110 - ACCOUNTS RECEIVABLE PENALTY	\$170.38	\$484.39	\$1,500.00	(\$1,015.61)	32.29%
01-12-00-15600 - LAND & BUILD RENTALS/LEASE	\$2,650.74	\$7,550.06	\$70,000.00	(\$62,449.94)	10.79%
01-12-00-15900 - REBATE REVENUE	\$14,343.58	\$14,343.58	\$3,000.00	\$11,343.58	478.12%
01-12-00-15930 - OTHER INCOME	\$508.68	\$2,158.55	\$500.00	\$1,658.55	431.71%
01-12-00-15940 - HEALTH & SAFETY - COUNTY	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)	0.00%
01-12-00-17420 - OTHER GRANTS	\$0.00	\$0.00	\$75,285.00	(\$75,285.00)	0.00%
Total REVENUE	\$19,113.38	\$120,745.23	\$647,583.00	(\$526,837.77)	18.65%
EXPENSE					
02-12-00-21000 - SALARY & BENEFITS	\$146,075.97	\$668,677.28	\$1,873,800.00	\$1,205,122.72	35.69%
02-12-00-21520 - REMUNERATION -	(\$0.00)	\$400.00	\$2,500.00	\$2,100.00	16.00%
02-12-00-22110 - MILEAGE & SUBSISTENCE	\$256.86	\$841.39	\$15,000.00	\$14,158.61	5.61%
02-12-00-22120 - BOARD MILEAGE & SUB -	(\$0.00)	\$938.84	\$1,000.00	\$61.16	93.88%
02-12-00-22140 - TRAINING & CONVENTIONS	\$2,220.14	\$10,060.88	\$26,000.00	\$15,939.12	38.70%
02-12-00-22160 - FREIGHT, POSTAGE, PHONE	\$924.26	\$14,795.94	\$51,000.00	\$36,204.06	29.01%
02-12-00-22210 - ADVERTISING	\$716.74	\$2,789.65	\$15,000.00	\$12,210.35	18.60%
02-12-00-22220 - PUBLIC RELATIONS & PROMOTIONS	\$550.00	\$13,601.15	\$47,000.00	\$33,398.85	28.94%
02-12-00-22221 - PROMOTIONAL EVENTS	(\$0.00)	(\$0.00)	\$12,000.00	\$12,000.00	0.00%
02-12-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$12,881.26	\$30,000.00	\$17,118.74	42.94%
02-12-00-22310 - AUDIT FEES	(\$0.00)	(\$0.00)	\$37,000.00	\$37,000.00	0.00%
02-12-00-22320 - LEGAL FEES	\$5,906.38	\$57,141.72	\$150,000.00	\$92,858.28	38.09%
02-12-00-22330 - ASSESSOR FEES	\$15,250.00	\$61,000.00	\$183,000.00	\$122,000.00	33.33%
02-12-00-22340 - CONTRACT SUPPORT	\$2,094.03	\$12,952.80	\$23,500.00	\$10,547.20	55.12%
02-12-00-22350 - COMPUTER SERVICES	\$676.92	\$87,743.05	\$131,400.00	\$43,656.95	66.78%
02-12-00-22360 - OFFICE CARETAKER	(\$0.00)	\$5,538.69	\$6,000.00	\$461.31	92.31%
02-12-00-22520 - BUILDING REPAIRS & MAINTENANCE	\$164.20	(\$1,329.12)	\$30,000.00	\$31,329.12	-4.43%
02-12-00-22730 - PROPERTY TAXES & FRONTAGE	(\$0.00)	(\$0.00)	\$15,000.00	\$15,000.00	0.00%
02-12-00-22740 - LICENSE & INSURANCE	(\$550.64)	\$115,092.51	\$170,000.00	\$54,907.49	67.70%
02-12-00-22750 - LAND TITLE FEES	(\$0.00)	(\$0.00)	\$8,000.00	\$8,000.00	0.00%
02-12-00-22770 - ASSESSMENT EXPENSES	\$14,965.35	\$14,965.35	\$45,000.00	\$30,034.65	33.26%
02-12-00-25110 - OFFICE SUPPLIES	\$4,088.25	\$10,956.29	\$30,000.00	\$19,043.71	36.52%
02-12-00-25120 - COMPASSIONATE EXPENSE	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-12-00-25130 - CTY HOSTED MEETINGS & CONF	(\$0.00)	(\$0.00)	\$3,000.00	\$3,000.00	0.00%
02-12-00-25140 - STAFF RECOGNITION	\$1,146.11	\$3,187.11	\$24,500.00	\$21,312.89	13.01%
02-12-00-25145 - HEALTH & SAFETY	(\$0.00)	\$479.43	\$16,000.00	\$15,520.57	3.00%
02-12-00-25170 - EMPLOYEE EXPENSES	(\$0.00)	\$444.36	\$500.00	\$55.64	88.87%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-12-00-25190 - COMPUTER EQUIPMENT	\$16.58	\$1,027.28	\$40,000.00	\$38,972.72	2.57%
02-12-00-25210 - FUEL & OIL	(\$1,281.52)	\$2,353.91	\$3,500.00	\$1,146.09	67.25%
02-12-00-25220 - COMPUTER CONSUMABLES	(\$0.00)	\$911.71	\$8,500.00	\$7,588.29	10.73%
02-12-00-25230 - VEHICLE & EQUIPMENT REPAIR	(\$0.00)	(\$225.06)	\$3,000.00	\$3,225.06	-7.50%
02-12-00-25400 - BUILDING UTILITIES	\$2,883.91	\$8,879.71	\$41,000.00	\$32,120.29	21.66%
02-12-00-26710 - BAD DEBTS - RECEIVABLES	(\$0.00)	(\$0.00)	\$250.00	\$250.00	0.00%
02-12-00-26730 - BAD DEBTS - UTILITIES	(\$0.00)	(\$0.00)	\$250.00	\$250.00	0.00%
02-12-00-27420 - ECONOMIC DEVELOPMENT	\$11,459.34	\$28,462.75	\$85,485.00	\$57,022.25	33.30%
02-12-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$73,000.00	\$73,000.00	0.00%
02-12-00-27710 - ACCRETION EXPENSE	(\$0.00)	(\$0.00)	\$20,000.00	\$20,000.00	0.00%
02-12-00-28100 - BANK CHARGES	\$3,214.72	\$6,604.29	\$20,000.00	\$13,395.71	33.02%
02-12-00-28101 - BANK CHARGES - ROUNDING	\$0.05	\$0.10	(\$0.00)	(\$0.10)	0.00%
Total EXPENSE	\$210,777.65	\$1,141,173.27	\$3,241,685.00	\$2,100,511.73	35.20%
Total ADMINISTRATION	\$191,664.27	\$1,020,428.04	\$2,594,102.00	\$1,573,673.96	39.34%
HEALTH & SAFETY					
EXPENSE					
02-13-00-22140 - TRAINING & CONVENTIONS	\$4,899.94	\$9,754.86	\$30,000.00	\$20,245.14	32.52%
02-13-00-25115 - SUPPLIES	\$240.41	\$2,683.43	\$18,000.00	\$15,316.57	14.91%
02-13-00-25145 - HEALTH & SAFETY	(\$0.00)	\$16,769.47	\$51,500.00	\$34,730.53	32.56%
02-13-00-29999 - CONTRA ACCOUNT	(\$0.00)	(\$0.00)	(\$99,500.00)	(\$99,500.00)	0.00%
Total EXPENSE	\$5,140.35	\$29,207.76	(\$0.00)	(\$29,207.76)	0.00%
Total HEALTH & SAFETY	\$5,140.35	\$29,207.76	(\$0.00)	(\$29,207.76)	0.00%
FIRE					
REVENUE					
01-23-00-14200 - GENERAL REVENUE - FIRE CALLS	\$26,535.00	\$205,107.60	\$70,000.00	\$135,107.60	293.01%
01-23-00-14201 - REGIONAL FIRE SERVICE AGM	\$0.00	\$0.00	\$120,586.00	(\$120,586.00)	0.00%
01-23-00-14202 - FIRE GRANT REVENUE	\$0.00	\$0.00	\$10,000.00	(\$10,000.00)	0.00%
01-23-00-17420 - OTHER GRANTS	\$0.00	\$0.00	\$252,422.00	(\$252,422.00)	0.00%
01-23-00-17800 - GAIN ON DISPOSAL OF ASSET	\$783,370.68	\$783,370.68	\$0.00	\$783,370.68	0.00%
STETTLER FIRE					
01-23-01-14200 - GENERAL REVENUE	\$0.00	\$2,700.00	\$0.00	\$2,700.00	0.00%
Total STETTLER FIRE	\$0.00	\$2,700.00	\$0.00	\$2,700.00	0.00%
Total REVENUE	\$809,905.68	\$991,178.28	\$453,008.00	\$538,170.28	218.80%
EXPENSE					
02-23-00-21000 - SALARY & BENEFITS	\$22,413.69	\$89,277.62	\$301,300.00	\$212,022.38	29.63%
02-23-00-22110 - MILEAGE AND SUBSISTENCE	(\$0.00)	\$12.39	\$1,200.00	\$1,187.61	1.03%
02-23-00-22140 - TRAINING & CONVENTIONS	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-23-00-22160 - FREIGHT, POSTAGE, PHONE	\$121.33	\$413.63	\$2,000.00	\$1,586.37	20.68%
02-23-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$1,459.95	\$46,000.00	\$44,540.05	3.17%
02-23-00-22740 - LICENSE & INSURANCE	(\$0.00)	\$1,133.00	\$3,000.00	\$1,867.00	37.77%
02-23-00-24120 - SUPPLIES AND EQUIPMENT	\$19.99	\$1,952.29	\$12,500.00	\$10,547.71	15.62%
02-23-00-24150 - FIRE RETENTION & RECRUITMENT	\$161.39	\$2,475.36	\$22,500.00	\$20,024.64	11.00%
02-23-00-25190 - COMPUTER EQUIPMENT	\$1,043.09	\$4,760.17	\$5,000.00	\$239.83	95.20%
02-23-00-25210 - FUEL & OIL	\$110.47	\$2,794.19	\$5,000.00	\$2,205.81	55.88%
02-23-00-25230 - VEHICLE & EQUIPMENT REPAIR	\$101.33	(\$424.62)	\$3,000.00	\$3,424.62	-14.15%
02-23-00-25250 - PROTECTIVE CLOTHING	\$194.00	\$1,340.00	\$10,000.00	\$8,660.00	13.40%
02-23-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$210,000.00	\$210,000.00	0.00%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-23-00-27710 - ACCRETION EXPENSE	(\$0.00)	(\$0.00)	\$5,000.00	\$5,000.00	0.00%
STETTLER FIRE					
02-23-01-21000 - SALARY & BENEFITS	\$8,395.36	\$32,062.35	\$152,200.00	\$120,137.65	21.07%
02-23-01-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	\$74.42	\$1,250.00	\$1,175.58	5.95%
02-23-01-22140 - TRAINING & CONVENTIONS	(\$850.00)	\$4,042.68	\$20,000.00	\$15,957.32	20.21%
02-23-01-22160 - FREIGHT, POSTAGE, PHONE	\$331.59	\$3,576.17	\$6,000.00	\$2,423.83	59.60%
02-23-01-22185 - FIRE EXPENSE PER FIRE CALL	\$271.58	\$271.58	\$3,000.00	\$2,728.42	9.05%
02-23-01-22240 - DUES, FEES, & MEMBERSHIPS	\$43.95	\$8,742.85	\$2,000.00	(\$6,742.85)	437.14%
02-23-01-22350 - COMPUTER SERVICES	\$154.56	\$828.97	\$4,000.00	\$3,171.03	20.72%
02-23-01-22520 - BUILDING REPAIRS & MAINTENANCE	\$569.61	\$6,928.38	\$22,600.00	\$15,671.62	30.66%
02-23-01-22525 - BUILDING RENT	\$9,354.35	\$37,417.40	\$100,000.00	\$62,582.60	37.42%
02-23-01-22740 - LICENSE & INSURANCE	(\$286.36)	\$17,178.53	\$15,000.00	(\$2,178.53)	114.52%
02-23-01-24100 - FIRE FIGHTING FOAM	\$2,766.72	\$2,766.72	\$6,120.00	\$3,353.28	45.21%
02-23-01-24120 - SUPPLIES AND EQUIPMENT	\$2,517.94	\$18,418.20	\$55,000.00	\$36,581.80	33.49%
02-23-01-25180 - FIRE PREVENT, MEDICAL EXP	(\$0.00)	(\$0.00)	\$1,000.00	\$1,000.00	0.00%
02-23-01-25190 - COMPUTER EQUIPMENT	(\$0.00)	(\$0.00)	\$11,000.00	\$11,000.00	0.00%
02-23-01-25210 - FUEL & OIL	\$4,190.33	\$6,281.01	\$10,000.00	\$3,718.99	62.81%
02-23-01-25230 - VEHICLE & EQUIPMENT REPAIR	\$3,538.54	\$18,262.79	\$60,770.00	\$42,507.21	30.05%
02-23-01-25250 - PROTECTIVE CLOTHING	\$6,182.71	\$7,722.86	\$30,000.00	\$22,277.14	25.74%
02-23-01-25260 - FIRE UNIFORMS	\$160.00	\$6,116.34	\$10,900.00	\$4,783.66	56.11%
02-23-01-25400 - BUILDING UTILITIES	\$1,363.29	\$8,217.66	\$18,200.00	\$9,982.34	45.15%
02-23-01-25440 - FIRE RADIO EXPENSES	(\$0.00)	\$1,373.99	\$26,000.00	\$24,626.01	5.28%
Total STETTLER FIRE	\$38,704.17	\$180,282.90	\$555,040.00	\$374,757.10	32.48%
BIG VALLEY FIRE					
02-23-02-21000 - SALARY & BENEFITS	\$2,556.65	\$9,063.19	\$34,100.00	\$25,036.81	26.58%
02-23-02-22110 - MILEAGE & SUBSISTENCE	\$61.79	\$378.19	\$500.00	\$121.81	75.64%
02-23-02-22140 - TRAINING & CONVENTIONS	(\$0.00)	\$635.71	\$5,000.00	\$4,364.29	12.71%
02-23-02-22160 - FREIGHT, POSTAGE, PHONE	\$262.45	\$816.56	\$5,000.00	\$4,183.44	16.33%
02-23-02-22185 - FIRE EXPENSE PER FIRE CALL	(\$0.00)	\$4,056.45	\$500.00	(\$3,556.45)	811.29%
02-23-02-22240 - DUES, FEES, & MEMBERSHIPS	\$400.00	\$1,621.25	\$2,000.00	\$378.75	81.06%
02-23-02-22520 - BUILDING REPAIRS---BUILDING	\$327.10	\$1,693.37	\$13,520.00	\$11,826.63	12.52%
02-23-02-22740 - LICENSE & INSURANCE	(\$0.00)	\$8,150.90	\$8,000.00	(\$150.90)	101.89%
02-23-02-24100 - FIRE FIGHTING FOAM	\$2,766.72	\$2,766.72	\$4,325.00	\$1,558.28	63.97%
02-23-02-24120 - SUPPLIES AND EQUIPMENT	\$78.28	\$828.93	\$12,200.00	\$11,371.07	6.79%
02-23-02-25180 - FIRE PREVENT, MEDICAL EXP	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-23-02-25190 - COMPUTER EQUIPMENT	\$1,193.88	\$1,682.45	\$2,500.00	\$817.55	67.30%
02-23-02-25210 - FUEL & OIL	(\$0.00)	\$180.76	\$3,000.00	\$2,819.24	6.03%
02-23-02-25230 - VEHICLE & EQUIPMENT REPAIR	(\$0.00)	\$1,198.38	\$15,000.00	\$13,801.62	7.99%
02-23-02-25250 - PROTECTIVE CLOTHING	\$1,665.72	\$1,665.72	\$10,000.00	\$8,334.28	16.66%
02-23-02-25260 - FIRE UNIFORMS	\$949.95	\$3,709.95	\$9,125.00	\$5,415.05	40.66%
02-23-02-25400 - BUILDING UTILITIES	\$508.66	\$1,849.95	\$8,240.00	\$6,390.05	22.45%
02-23-02-25440 - FIRE RADIO EXPENSES	(\$0.00)	\$1,065.00	\$11,500.00	\$10,435.00	9.26%
Total BIG VALLEY FIRE	\$10,771.20	\$41,363.48	\$145,010.00	\$103,646.52	28.52%
DONALDA FIRE					
02-23-03-21000 - SALARY & BENEFITS	\$2,952.21	\$12,685.34	\$70,800.00	\$58,114.66	17.92%
02-23-03-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-23-03-22140 - TRAINING & CONVENTIONS	(\$0.00)	(\$0.00)	\$7,500.00	\$7,500.00	0.00%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-23-03-22160 - FREIGHT, POSTAGE, PHONE	\$430.51	\$1,440.80	\$5,000.00	\$3,559.20	28.82%
02-23-03-22185 - FIRE EXPENSE PER FIRE CALL	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-23-03-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$535.00	\$2,000.00	\$1,465.00	26.75%
02-23-03-22520 - BUILDING REPAIRS & MAINTENANCE	\$104.06	\$6,759.07	\$7,500.00	\$740.93	90.12%
02-23-03-22740 - LICENSE & INSURANCE	\$1,033.33	\$7,604.21	\$11,000.00	\$3,395.79	69.13%
02-23-03-24100 - FIRE FIGHTING FOAM	\$2,766.60	\$2,766.60	\$6,000.00	\$3,233.40	46.11%
02-23-03-24120 - SUPPLIES AND EQUIPMENT	\$100.72	\$924.55	\$13,600.00	\$12,675.45	6.80%
02-23-03-25180 - FIRE PREVENT, MEDICAL EXP	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-23-03-25190 - COMPUTER EQUIPMENT	\$1,415.76	\$1,741.03	\$2,500.00	\$758.97	69.64%
02-23-03-25210 - FUEL & OIL	(\$0.00)	\$446.45	\$4,000.00	\$3,553.55	11.16%
02-23-03-25230 - VEHICLE & EQUIPMENT REPAIR	\$396.42	\$1,286.43	\$15,000.00	\$13,713.57	8.58%
02-23-03-25250 - PROTECTIVE CLOTHING	\$1,665.72	\$1,665.72	\$10,000.00	\$8,334.28	16.66%
02-23-03-25260 - FIRE UNIFORMS	\$80.00	\$2,631.00	\$4,125.00	\$1,494.00	63.78%
02-23-03-25400 - BUILDING UTILITIES	\$848.65	\$2,851.26	\$8,500.00	\$5,648.74	33.54%
02-23-03-25440 - FIRE RADIO EXPENSES	(\$0.00)	\$1,065.00	\$11,000.00	\$9,935.00	9.68%
Total DONALDA FIRE	\$11,793.98	\$44,402.46	\$180,025.00	\$135,622.54	24.66%
BYEMOOR FIRE					
02-23-04-21000 - SALARY & BENEFITS	\$1,347.43	\$3,787.31	\$30,800.00	\$27,012.69	12.30%
02-23-04-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-23-04-22140 - TRAINING & CONVENTIONS	(\$0.00)	(\$0.00)	\$5,000.00	\$5,000.00	0.00%
02-23-04-22160 - FREIGHT, POSTAGE, PHONE	\$383.62	\$1,267.05	\$4,000.00	\$2,732.95	31.68%
02-23-04-22185 - FIRE EXPENSE PER FIRE CALL	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-23-04-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	(\$0.00)	\$2,000.00	\$2,000.00	0.00%
02-23-04-22520 - BUILDING REPAIRS & MAINTENANCE	\$141.45	\$353.31	\$10,000.00	\$9,646.69	3.53%
02-23-04-22740 - LICENSE & INSURANCE	\$231.11	\$5,952.24	\$6,200.00	\$247.76	96.00%
02-23-04-24100 - FIRE FIGHTING FOAM	\$2,766.60	\$2,766.60	\$2,000.00	(\$766.60)	138.33%
02-23-04-24120 - SUPPLIES AND EQUIPMENT	\$127.16	\$161.07	\$18,000.00	\$17,838.93	0.89%
02-23-04-25180 - FIRE PREVENT, MEDICAL EXP	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-23-04-25190 - COMPUTER EQUIPMENT	(\$0.00)	\$292.67	\$4,500.00	\$4,207.33	6.50%
02-23-04-25210 - FUEL & OIL	(\$0.00)	\$57.86	\$3,000.00	\$2,942.14	1.93%
02-23-04-25230 - VEHICLE & EQUIPMENT REPAIR	(\$0.00)	\$1,376.04	\$15,000.00	\$13,623.96	9.17%
02-23-04-25250 - PROTECTIVE CLOTHING	\$1,915.87	\$1,915.87	\$10,000.00	\$8,084.13	19.16%
02-23-04-25260 - FIRE UNIFORMS	\$189.99	\$2,474.74	\$4,125.00	\$1,650.26	59.99%
02-23-04-25400 - BUILDING UTILITIES	\$287.43	\$1,100.41	\$6,180.00	\$5,079.59	17.81%
02-23-04-25440 - FIRE RADIO EXPENSES	(\$0.00)	\$1,065.00	\$11,500.00	\$10,435.00	9.26%
Total BYEMOOR FIRE	\$7,390.66	\$22,570.17	\$133,805.00	\$111,234.83	16.87%
Total EXPENSE	\$92,825.30	\$393,812.99	\$1,650,380.00	\$1,256,567.01	23.86%
Total FIRE	(\$717,080.39)	(\$597,365.29)	\$1,197,372.00	\$1,794,737.29	-49.89%
EMERGENCY MANAGEMENT					
REVENUE					
01-24-00-18500 - TRANSFERS FROM LOCAL GOVT	\$0.00	\$0.00	\$78,000.00	(\$78,000.00)	0.00%
Total REVENUE	\$0.00	\$0.00	\$78,000.00	(\$78,000.00)	0.00%
EXPENSE					
02-24-00-21000 - SALARY & BENEFITS	\$6,745.13	\$28,399.48	\$90,300.00	\$61,900.52	31.45%
02-24-00-22110 - MILEAGE & SUBSISTENCE	\$440.00	\$744.81	\$2,000.00	\$1,255.19	37.24%
02-24-00-22140 - TRAINING & CONVENTIONS	\$2,751.67	\$6,815.99	\$40,000.00	\$33,184.01	17.04%
02-24-00-22240 - DUES, FEES, & MEMBERSHIPS	\$1,200.00	\$1,200.00	\$2,000.00	\$800.00	60.00%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-24-00-25110 - OFFICE SUPPLIES	(\$102.62)	\$741.66	\$9,500.00	\$8,758.34	7.81%
Total EXPENSE	\$11,034.18	\$37,901.94	\$143,800.00	\$105,898.06	26.36%
Total EMERGENCY MANAGEMENT	\$11,034.18	\$37,901.94	\$65,800.00	\$27,898.06	57.60%
PROTECTIVE SERVICES					
REVENUE					
01-26-00-15300 - FINES	\$1,112.00	\$3,945.00	\$30,000.00	(\$26,055.00)	13.15%
01-26-00-15310 - INSPECTIONS	\$1,184.28	\$1,184.28	\$30,000.00	(\$28,815.72)	3.95%
01-26-00-15320 - APPROACHES & CROSSINGS	\$2,625.00	\$2,925.00	\$10,000.00	(\$7,075.00)	29.25%
01-26-00-15930 - OTHER INCOME	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	0.00%
Total REVENUE	\$4,921.28	\$8,054.28	\$71,500.00	(\$63,445.72)	11.26%
EXPENSE					
02-26-00-21000 - SALARY & BENEFITS	\$24,425.70	\$106,808.61	\$316,900.00	\$210,091.39	33.70%
02-26-00-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	\$168.75	\$3,000.00	\$2,831.25	5.63%
02-26-00-22140 - TRAINING & CONVENTIONS	\$50.85	\$6,156.37	\$15,000.00	\$8,843.63	41.04%
02-26-00-22160 - FREIGHT, POSTAGE, PHONE	\$202.45	\$920.56	\$3,500.00	\$2,579.44	26.30%
02-26-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$1,627.32	\$1,000.00	(\$627.32)	162.73%
02-26-00-22340 - CONTRACT SUPPORT	\$5,671.76	\$13,171.33	\$16,000.00	\$2,828.67	82.32%
02-26-00-22350 - COMPUTER SERVICES	(\$0.00)	\$8,074.57	\$20,000.00	\$11,925.43	40.37%
02-26-00-22390 - ANIMAL CONTROL COSTS	\$1,684.00	\$6,304.49	\$16,000.00	\$9,695.51	39.40%
02-26-00-22400 - BYLAW ENFORCEMENT/PROF FEES	\$1,322.10	\$23,133.70	\$10,000.00	(\$13,133.70)	231.34%
02-26-00-22520 - BUILDING REPAIRS & MAINTENANCE	(\$0.00)	\$170.93	(\$0.00)	(\$170.93)	0.00%
02-26-00-22540 - POLICE SERVICE	(\$0.00)	(\$0.00)	\$41,000.00	\$41,000.00	0.00%
02-26-00-22545 - SUPPLIES EXPENSE	\$980.92	\$3,534.17	\$15,000.00	\$11,465.83	23.56%
02-26-00-22620 - CRIME PREVENTION	(\$0.00)	\$805.37	\$2,000.00	\$1,194.63	40.27%
02-26-00-22740 - LICENSE & INSURANCE	(\$0.00)	\$6,324.65	\$9,000.00	\$2,675.35	70.27%
02-26-00-25110 - OFFICE SUPPLIES	(\$0.00)	\$593.56	\$2,000.00	\$1,406.44	29.68%
02-26-00-25190 - COMPUTER EQUIPMENT	(\$0.00)	\$23.98	\$14,000.00	\$13,976.02	0.17%
02-26-00-25210 - FUEL & OIL	\$1,263.24	\$5,152.22	\$20,000.00	\$14,847.78	25.76%
02-26-00-25230 - VEHICLE & EQUIPMENT REPAIR	\$293.69	\$1,904.65	\$15,000.00	\$13,095.35	12.70%
02-26-00-25400 - BUILDING UTILITIES	\$758.18	\$2,441.09	\$6,500.00	\$4,058.91	37.56%
02-26-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$17,000.00	\$17,000.00	0.00%
Total EXPENSE	\$36,652.89	\$187,316.32	\$542,900.00	\$355,583.68	34.50%
Total PROTECTIVE SERVICES	\$31,731.61	\$179,262.04	\$471,400.00	\$292,137.96	38.03%
TRANSPORTATION SERVICES					
REVENUE					
01-32-00-14300 - DUST CONTROL	\$184,361.60	\$184,361.60	\$110,000.00	\$74,361.60	167.60%
01-32-00-14303 - PW CAPITAL SALES	\$0.00	\$0.00	\$323,000.00	(\$323,000.00)	0.00%
01-32-00-14304 - PW SALES	\$127.76	\$4,686.63	\$12,000.00	(\$7,313.37)	39.06%
01-32-00-14305 - SIGNS REVENUE	\$125.00	\$500.00	\$1,000.00	(\$500.00)	50.00%
01-32-00-14306 - RURAL AGGREGATE LEVY	\$5,259.60	\$5,259.60	\$25,000.00	(\$19,740.40)	21.04%
01-32-00-15950 - CUSTOM WORK REVENUE	\$3,708.03	\$28,160.62	\$12,500.00	\$15,660.62	225.28%
01-32-00-18410 - LGFF GRANT	\$0.00	\$0.00	\$1,829,645.00	(\$1,829,645.00)	0.00%
Total REVENUE	\$193,581.99	\$222,968.45	\$2,313,145.00	(\$2,090,176.55)	9.64%
EXPENSE					
02-32-00-21000 - SALARY & BENEFITS	\$311,047.79	\$1,527,267.73	\$5,070,600.00	\$3,543,332.27	30.12%
02-32-00-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	(\$0.00)	\$5,000.00	\$5,000.00	0.00%
02-32-00-22140 - TRAINING & CONVENTIONS	\$3,000.00	\$10,680.34	\$108,000.00	\$97,319.66	9.89%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-32-00-22160 - FREIGHT, POSTAGE, PHONE	\$4,433.80	\$19,875.34	\$64,900.00	\$45,024.66	30.62%
02-32-00-22210 - ADVERTISING	\$350.00	\$350.00	\$5,000.00	\$4,650.00	7.00%
02-32-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$1,360.00	\$10,200.00	\$8,840.00	13.33%
02-32-00-22340 - CONTRACT SUPPORT	\$4,450.71	\$20,913.45	\$26,200.00	\$5,286.55	79.82%
02-32-00-22350 - COMPUTER SERVICES	(\$0.00)	\$182.92	\$34,700.00	\$34,517.08	0.53%
02-32-00-22360 - OFFICE CARETAKER	\$3,331.52	\$8,242.93	\$20,000.00	\$11,757.07	41.21%
02-32-00-22365 - LEGAL SURVEYING & ASSESSMENT	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-32-00-22500 - EQUIPMENT RENTALS	(\$0.00)	\$333.00	\$25,000.00	\$24,667.00	1.33%
02-32-00-22510 - HAMLETS AND PARKS	\$13,500.00	\$23,184.36	\$45,000.00	\$21,815.64	51.52%
02-32-00-22520 - BUILDING REPAIRS & MAINTENANCE	\$3,065.86	\$10,520.40	\$223,500.00	\$212,979.60	4.71%
02-32-00-22680 - PW CONTRACTED SERVICES - MISC	\$487.59	(\$4,868.41)	\$185,000.00	\$189,868.41	-2.63%
02-32-00-22681 - PW CONT SERVICES - GRAVEL	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-32-00-22682 - PW CONT SERVICES - CONTRACTORS	(\$0.00)	\$727.50	\$130,000.00	\$129,272.50	0.56%
02-32-00-22683 - PW CONT SERVICES - MAINTENANCE	(\$0.00)	(\$0.00)	\$180,000.00	\$180,000.00	0.00%
02-32-00-22684 - PW CONT SERVICES - ROAD	(\$0.00)	(\$0.00)	\$25,000.00	\$25,000.00	0.00%
02-32-00-22700 - ROAD UPGRADES & MAINTENANCE	(\$0.00)	(\$0.00)	\$195,000.00	\$195,000.00	0.00%
02-32-00-22740 - LICENSE & INSURANCE	\$2,505.93	\$88,220.47	\$96,200.00	\$7,979.53	91.71%
02-32-00-22760 - NEW ROAD COST SHARING	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-32-00-22780 - ROAD PLAN REGISTRATIONS	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-32-00-25000 - LAND COMPENSATION	(\$0.00)	(\$0.00)	\$40,000.00	\$40,000.00	0.00%
02-32-00-25020 - GRAVEL SITE RENTAL	(\$0.00)	\$5,500.00	\$6,450.00	\$950.00	85.27%
02-32-00-25110 - OFFICE SUPPLIES	\$1,000.35	\$7,352.72	\$30,000.00	\$22,647.28	24.51%
02-32-00-25115 - SHOP SUPPLIES	\$6,552.26	\$15,610.01	\$37,000.00	\$21,389.99	42.19%
02-32-00-25120 - COMPASSIONATE EXPENSE	\$100.75	\$100.75	\$2,500.00	\$2,399.25	4.03%
02-32-00-25145 - HEALTH & SAFETY	\$42.81	\$794.07	\$19,200.00	\$18,405.93	4.14%
02-32-00-25160 - HIGHWAY CLEANUP PROGRAM	(\$0.00)	(\$0.00)	\$3,000.00	\$3,000.00	0.00%
02-32-00-25170 - EMPLOYEE EXPENSES	\$778.21	\$1,737.69	\$6,500.00	\$4,762.31	26.73%
02-32-00-25190 - COMPUTER EQUIPMENT	\$69.88	\$276.21	\$15,000.00	\$14,723.79	1.84%
02-32-00-25210 - FUEL & OIL	\$64,161.51	\$173,344.74	\$1,290,000.00	\$1,116,655.26	13.44%
02-32-00-25220 - COMPUTER CONSUMABLES	\$221.88	\$245.86	\$3,150.00	\$2,904.14	7.81%
02-32-00-25230 - VEHICLE & EQUIPMENT REPAIR	\$10,438.91	\$108,729.14	\$650,000.00	\$541,270.86	16.73%
02-32-00-25231 - REPAIRS - GROUND ENGAGE TOOLS	(\$0.00)	\$4,789.24	\$199,000.00	\$194,210.76	2.41%
02-32-00-25232 - REPAIRS - TIRES	\$2,022.80	\$11,220.38	\$100,000.00	\$88,779.62	11.22%
02-32-00-25240 - TOOLS & EQUIPMENT	\$314.21	\$1,992.43	\$12,000.00	\$10,007.57	16.60%
02-32-00-25265 - MAPPING & GIS	(\$0.00)	\$33,335.96	\$43,600.00	\$10,264.04	76.46%
02-32-00-25300 - CULVERTS	(\$0.00)	\$38.37	\$137,000.00	\$136,961.63	0.03%
02-32-00-25310 - DUST CONTROL PRODUCTS	(\$0.00)	(\$0.00)	\$90,000.00	\$90,000.00	0.00%
02-32-00-25320 - BRIDGES	(\$0.00)	(\$0.00)	\$70,000.00	\$70,000.00	0.00%
02-32-00-25330 - CONSTRUCTION SUPPLIES	(\$0.00)	\$1,221.09	\$10,000.00	\$8,778.91	12.21%
02-32-00-25340 - GRAVEL - COUNTY PROGRAM	\$25,120.95	\$25,120.95	\$1,000,000.00	\$974,879.05	2.51%
02-32-00-25341 - GRAVEL - DUST CONTROL	(\$0.00)	(\$0.00)	\$12,000.00	\$12,000.00	0.00%
02-32-00-25342 - GRAVEL - ROAD MAINTENANCE	\$37,563.21	\$52,058.45	\$75,000.00	\$22,941.55	69.41%
02-32-00-25344 - GRAVEL PIT EXPLORATION	(\$0.00)	(\$0.00)	\$50,000.00	\$50,000.00	0.00%
02-32-00-25345 - GRAVEL PIT RECLAMATION EXP	(\$0.00)	(\$0.00)	\$25,000.00	\$25,000.00	0.00%
02-32-00-25347 - GRAVEL - ROAD CONSTRUCTION	(\$0.00)	(\$0.00)	\$35,000.00	\$35,000.00	0.00%
02-32-00-25350 - SAND & SALT	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-32-00-25360 - FENCE POSTS & WIRE	\$59.90	\$59.90	\$10,000.00	\$9,940.10	0.60%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-32-00-25370 - SIGNS	\$4,521.90	\$12,245.71	\$25,000.00	\$12,754.29	48.98%
02-32-00-25390 - RAILWAY CROSSINGS MAINT	\$2,296.83	\$2,296.83	\$14,000.00	\$11,703.17	16.41%
02-32-00-25400 - BUILDING UTILITIES	\$6,451.71	\$23,192.22	\$75,000.00	\$51,807.79	30.92%
02-32-00-25410 - UTILITIES - STREET LIGHTS	\$7,452.68	\$20,481.60	\$72,000.00	\$51,518.40	28.45%
02-32-00-25500 - ENGINEER EQUIPMENT & REPAIRS	(\$0.00)	(\$0.00)	\$2,000.00	\$2,000.00	0.00%
02-32-00-25510 - ENGINEER SUPPLIES	(\$0.00)	(\$0.00)	\$2,000.00	\$2,000.00	0.00%
02-32-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$2,750,000.00	\$2,750,000.00	0.00%
02-32-00-27710 - ACCRETION EXPENSE	(\$0.00)	(\$0.00)	\$3,000.00	\$3,000.00	0.00%
02-32-00-28210 - LONG TERM DEBT EXPENSE	(\$0.00)	\$69,572.43	\$241,807.00	\$172,234.57	28.77%
Total EXPENSE	\$515,343.95	\$2,278,306.78	\$13,655,507.00	\$11,377,200.23	16.68%
Total TRANSPORTATION SERVICES	\$321,761.96	\$2,055,338.33	\$11,342,362.00	\$9,287,023.68	18.12%
AIRPORT					
EXPENSE					
02-33-00-27415 - AIRPORT EXPENSE	(\$0.00)	(\$0.00)	\$4,500.00	\$4,500.00	0.00%
Total EXPENSE	(\$0.00)	(\$0.00)	\$4,500.00	\$4,500.00	0.00%
Total AIRPORT	(\$0.00)	(\$0.00)	\$4,500.00	\$4,500.00	0.00%
WATER DISTRIBUTION					
REVENUE					
01-41-00-14502 - BUFFALO VIEW UTILITY REVENUE	\$1,670.14	\$6,677.10	\$20,000.00	(\$13,322.90)	33.39%
01-41-00-14503 - BUFFALO SANDS UTILITY REVENUE	\$2,166.43	\$8,645.18	\$28,000.00	(\$19,354.82)	30.88%
01-41-00-14513 - WATER - SOUTHEAST	\$7,132.02	\$27,429.51	\$80,000.00	(\$52,570.49)	34.29%
01-41-00-14514 - WATER - CENTRAL	\$30,300.14	\$113,900.00	\$320,000.00	(\$206,100.00)	35.59%
01-41-00-14525 - TRUCKFILL - SOUTHEAST	\$0.00	\$1,098.10	\$15,000.00	(\$13,901.90)	7.32%
01-41-00-14526 - TRUCKFILL - CENTRAL	\$194.25	\$11,823.33	\$95,000.00	(\$83,176.67)	12.45%
01-41-00-14546 - SMRWSC WATER MONITORING	\$55,202.65	\$92,882.00	\$220,000.00	(\$127,118.00)	42.22%
01-41-00-18420 - REGIONAL PROJECTS	\$0.00	\$0.00	\$5,000.00	(\$5,000.00)	0.00%
Total REVENUE	\$96,665.63	\$262,455.22	\$783,000.00	(\$520,544.78)	33.52%
EXPENSE					
02-41-00-21000 - SALARY & BENEFITS	\$27,640.72	\$120,960.73	\$350,500.00	\$229,539.27	34.51%
02-41-00-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	\$21.12	\$750.00	\$728.88	2.82%
02-41-00-22140 - TRAINING & CONVENTIONS	\$233.06	\$5,006.52	\$10,000.00	\$4,993.48	50.07%
02-41-00-22160 - FREIGHT, POSTAGE, PHONE	\$524.40	\$1,495.79	\$13,000.00	\$11,504.21	11.51%
02-41-00-22210 - ADVERTISING	(\$0.00)	(\$0.00)	\$600.00	\$600.00	0.00%
02-41-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$1,143.61	\$1,700.00	\$556.39	67.27%
02-41-00-22340 - CONTRACT SUPPORT	\$47.00	\$5,047.80	\$8,500.00	\$3,452.20	59.39%
02-41-00-22350 - COMPUTER SERVICES	(\$0.00)	\$182.92	\$2,415.00	\$2,232.08	7.57%
02-41-00-22520 - BUILDING REPAIRS & MAINTENANCE	\$478.96	\$1,261.48	\$5,500.00	\$4,238.52	22.94%
02-41-00-22740 - LICENSE & INSURANCE	(\$0.00)	\$11,634.66	\$24,000.00	\$12,365.34	48.48%
02-41-00-24220 - BUFFALO SANDS WATER MAINT	\$1,798.18	\$2,789.16	\$18,700.00	\$15,910.84	14.92%
02-41-00-24230 - BUFFALO VIEW MAINTENANCE	\$1,464.97	\$3,948.31	\$10,000.00	\$6,051.69	39.48%
02-41-00-24240 - BUFFALO VIEW WATER PURCHASE	(\$0.00)	(\$0.00)	\$3,000.00	\$3,000.00	0.00%
02-41-00-24460 - BUFFALO SANDS UTILITIES	(\$0.00)	(\$0.00)	\$5,000.00	\$5,000.00	0.00%
02-41-00-24470 - BUFFALO VIEW ESTATES UTILITIES	(\$0.00)	(\$0.00)	\$5,000.00	\$5,000.00	0.00%
02-41-00-24500 - WATER REQUISITIONS	(\$0.00)	\$18,856.17	\$140,000.00	\$121,143.83	13.47%
02-41-00-24510 - WATER MAINT - CENTRAL	\$9,307.16	\$37,062.08	\$70,000.00	\$32,937.92	52.95%
02-41-00-24512 - WATER PURCHASE - CENTRAL	(\$0.00)	\$32,553.11	\$220,000.00	\$187,446.89	14.80%
02-41-00-24515 - UTILITIES - CENTRAL	\$2,585.93	\$8,075.37	\$24,500.00	\$16,424.63	32.96%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-41-00-24520 - WATER MAINT - SOUTHEAST	\$2,746.13	\$3,314.60	\$25,000.00	\$21,685.40	13.26%
02-41-00-24522 - WATER PURCHASE - SOUTHEAST	\$337.86	\$26,941.58	\$70,000.00	\$43,058.42	38.49%
02-41-00-24525 - UTILITIES - SOUTHEAST	\$1,520.73	\$4,545.40	\$18,500.00	\$13,954.60	24.57%
02-41-00-24550 - TRUCKFILL MAINT - CENTRAL	\$1,771.50	\$9,996.09	\$15,000.00	\$5,003.91	66.64%
02-41-00-24555 - TRUCKFILL MAINT - SOUTHEAST	\$3,141.00	\$5,302.04	\$15,000.00	\$9,697.96	35.35%
02-41-00-25110 - OFFICE SUPPLIES	(\$0.00)	\$1,052.03	\$3,500.00	\$2,447.97	30.06%
02-41-00-25170 - EMPLOYEE EXPENSES	(\$0.00)	(\$0.00)	\$750.00	\$750.00	0.00%
02-41-00-25190 - COMPUTER EQUIPMENT	(\$0.00)	(\$0.00)	\$7,600.00	\$7,600.00	0.00%
02-41-00-25210 - FUEL & OIL	\$5,198.16	\$18,711.00	\$42,446.00	\$23,735.00	44.08%
02-41-00-25230 - VEHICLE & EQUIPMENT REPAIR	\$1,295.26	\$3,827.92	\$10,000.00	\$6,172.08	38.28%
02-41-00-25280 - MATERIALS	\$1,883.69	\$2,895.66	\$32,000.00	\$29,104.34	9.05%
02-41-00-25400 - BUILDING UTILITIES	\$551.75	\$1,613.68	\$6,000.00	\$4,386.32	26.89%
02-41-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$240,000.00	\$240,000.00	0.00%
Total EXPENSE	\$62,526.46	\$328,238.83	\$1,398,961.00	\$1,070,722.17	23.46%
Total WATER DISTRIBUTION	\$34,139.17	(\$65,783.61)	(\$615,961.00)	\$550,177.39	10.68%
SANITARY SERVICES					
REVENUE					
01-42-00-11260 - LAGOON DUMPING FEES	\$1,000.00	\$3,000.00	\$10,000.00	(\$7,000.00)	30.00%
01-42-00-14500 - BYEMOOR UTILITY REVENUE	\$522.00	\$2,088.00	\$6,200.00	(\$4,112.00)	33.68%
01-42-00-14501 - ENDIANG UTILITY REVENUE	\$240.00	\$960.00	\$2,600.00	(\$1,640.00)	36.92%
01-42-00-14502 - BUFFALO VIEW UTILITY REVENUE	\$3,165.72	\$12,700.73	\$39,000.00	(\$26,299.27)	32.57%
01-42-00-14503 - BUFFALO SANDS UTILITY REVENUE	\$3,878.61	\$15,459.29	\$45,000.00	(\$29,540.71)	34.35%
01-42-00-14504 - ERSKINE UTILITY REVENUE	\$3,100.00	\$12,400.00	\$37,000.00	(\$24,600.00)	33.51%
01-42-00-14511 - BOTHA UTILITY REVENUE	\$1,720.00	\$6,880.00	\$20,000.00	(\$13,120.00)	34.40%
01-42-00-14512 - GADSBY UTILITY REVENUE	\$585.84	\$2,343.36	\$5,000.00	(\$2,656.64)	46.87%
Total REVENUE	\$14,212.17	\$55,831.38	\$164,800.00	(\$108,968.62)	33.88%
EXPENSE					
02-42-00-21000 - SALARY & BENEFITS	\$24,984.47	\$115,255.79	\$350,500.00	\$235,244.21	32.88%
02-42-00-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	\$21.13	\$750.00	\$728.87	2.82%
02-42-00-22140 - TRAINING & CONVENTIONS	\$233.07	\$4,609.41	\$10,000.00	\$5,390.59	46.09%
02-42-00-22160 - FREIGHT, POSTAGE, PHONE	\$185.34	\$685.17	\$13,000.00	\$12,314.83	5.27%
02-42-00-22210 - ADVERTISING	(\$0.00)	(\$0.00)	\$600.00	\$600.00	0.00%
02-42-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$594.60	\$1,700.00	\$1,105.40	34.98%
02-42-00-22340 - CONTRACT SUPPORT	\$47.00	\$1,220.46	\$5,000.00	\$3,779.54	24.41%
02-42-00-22350 - COMPUTER SERVICES	(\$0.00)	\$146.33	\$2,000.00	\$1,853.67	7.32%
02-42-00-22520 - BUILDING REPAIRS & MAINTENANCE	\$478.94	\$1,261.48	\$6,000.00	\$4,738.52	21.02%
02-42-00-22530 - BYEMOOR SEWER MAINTENANCE	\$159.18	\$418.24	\$15,000.00	\$14,581.76	2.79%
02-42-00-22740 - LICENSE & INSURANCE	(\$0.00)	\$13,307.15	\$14,500.00	\$1,192.85	91.77%
02-42-00-24600 - RED WILLOW SEWER COSTS	(\$0.00)	\$550.00	\$2,000.00	\$1,450.00	27.50%
02-42-00-24610 - MAINTENANCE - ERSKINE SEWER	\$626.75	\$626.75	\$30,000.00	\$29,373.25	2.09%
02-42-00-24620 - MAINTENANCE- ENDIANG SEWE	(\$0.00)	\$11,039.92	\$9,000.00	(\$2,039.92)	122.67%
02-42-00-24630 - BUFFALO SANDS SEWER MAINT	\$9,798.44	\$16,552.28	\$73,098.00	\$56,545.72	22.64%
02-42-00-24650 - BUFFALO VIEW SEWER MAINT	(\$1,912.04)	\$5,437.96	\$73,000.00	\$67,562.04	7.45%
02-42-00-24660 - BOTHA-SEWER EXPENSES	\$358.46	\$1,324.49	\$15,000.00	\$13,675.51	8.83%
02-42-00-24670 - SEWER MAINTENANCE	(\$0.00)	\$27.82	\$20,000.00	\$19,972.18	0.14%
02-42-00-25110 - OFFICE SUPPLIES	(\$0.00)	\$990.96	\$3,500.00	\$2,509.04	28.31%
02-42-00-25170 - EMPLOYEE EXPENSES	(\$0.00)	(\$0.00)	\$750.00	\$750.00	0.00%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-42-00-25190 - COMPUTER EQUIPMENT	(\$0.00)	(\$0.00)	\$4,000.00	\$4,000.00	0.00%
02-42-00-25210 - FUEL & OIL	(\$0.00)	(\$0.00)	\$42,446.00	\$42,446.00	0.00%
02-42-00-25220 - COMPUTER CONSUMABLES	(\$0.00)	(\$0.00)	\$1,000.00	\$1,000.00	0.00%
02-42-00-25230 - VEHICLE & EQUIPMENT REPAIR	(\$0.00)	\$3,109.47	\$10,000.00	\$6,890.53	31.09%
02-42-00-25280 - MATERIALS	(\$0.00)	\$736.48	\$12,200.00	\$11,463.52	6.04%
02-42-00-25400 - BUILDING UTILITIES	\$614.78	\$1,786.87	\$4,500.00	\$2,713.13	39.71%
02-42-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$205,000.00	\$205,000.00	0.00%
Total EXPENSE	\$35,574.39	\$179,702.76	\$924,544.00	\$744,841.24	19.44%
Total SANITARY SERVICES	(\$21,362.22)	(\$123,871.38)	(\$759,744.00)	\$635,872.62	16.30%
GARBAGE COLLECTION & DISPOSAL					
REVENUE					
01-43-00-15930 - OTHER INCOME	\$15,952.13	\$63,808.52	\$191,425.00	(\$127,616.48)	33.33%
Total REVENUE	\$15,952.13	\$63,808.52	\$191,425.00	(\$127,616.48)	33.33%
EXPENSE					
02-43-00-25105 - GARBAGE EXPENSES(BINS ETC	(\$0.00)	(\$0.00)	\$8,000.00	\$8,000.00	0.00%
02-43-00-25106 - RECYCLING EXPENSE	(\$0.00)	(\$0.00)	\$20,000.00	\$20,000.00	0.00%
02-43-00-27450 - SWMA REQUISITION	\$113,320.00	\$113,320.00	(\$0.00)	(\$113,320.00)	0.00%
02-43-00-27710 - ACCRETION EXPENSE	(\$0.00)	(\$0.00)	\$20,000.00	\$20,000.00	0.00%
Total EXPENSE	\$113,320.00	\$113,320.00	\$48,000.00	(\$65,320.00)	236.08%
Total GARBAGE COLLECTION & DISPOSAL	(\$97,367.87)	(\$49,511.48)	\$143,425.00	(\$192,936.48)	-34.52%
FAMILY & COMMUNITY SUPPORT SERV					
REVENUE					
01-51-00-18450 - FCSS GRANT	\$45,122.00	\$90,244.00	\$180,488.00	(\$90,244.00)	50.00%
Total REVENUE	\$45,122.00	\$90,244.00	\$180,488.00	(\$90,244.00)	50.00%
EXPENSE					
02-51-00-21000 - SALARY & BENEFITS	(\$0.00)	(\$0.00)	\$50.00	\$50.00	0.00%
02-51-00-21520 - REMUNERATION - MEMBERS	\$200.00	\$600.00	\$2,500.00	\$1,900.00	24.00%
02-51-00-22120 - BOARD MILEAGE & SUBSISTENCE	\$120.45	\$361.35	\$1,000.00	\$638.65	36.14%
02-51-00-27550 - FCSS GRANT	\$56,402.25	\$112,804.50	\$225,609.00	\$112,804.50	50.00%
02-51-00-27560 - HANDIBUS	(\$0.00)	(\$0.00)	\$25,000.00	\$25,000.00	0.00%
Total EXPENSE	\$56,722.70	\$113,765.85	\$254,159.00	\$140,393.15	44.76%
Total FAMILY & COMMUNITY SUPPORT SERV	(\$11,600.70)	(\$23,521.85)	(\$73,671.00)	\$50,149.15	31.93%
CEMETERIES					
EXPENSE					
02-56-00-22595 - CEMETERY EXPENSE	\$4,500.00	\$12,000.00	\$22,500.00	\$10,500.00	53.33%
Total EXPENSE	\$4,500.00	\$12,000.00	\$22,500.00	\$10,500.00	53.33%
Total CEMETERIES	\$4,500.00	\$12,000.00	\$22,500.00	\$10,500.00	53.33%
AGRICULTURE SERVICES					
REVENUE					
01-62-00-14600 - SERVICES & RENTALS	\$1,162.70	\$1,192.70	\$15,000.00	(\$13,807.30)	7.95%
01-62-00-14601 - SALE OF CHEMICAL	\$0.00	\$0.00	\$7,500.00	(\$7,500.00)	0.00%
01-62-00-14602 - SALE OF RODENT CONTROL	\$0.00	\$0.00	\$100,000.00	(\$100,000.00)	0.00%
01-62-00-15620 - MUNICIPAL PASTURE RENT REVENUE	\$70,205.00	\$70,205.00	\$72,000.00	(\$1,795.00)	97.51%
01-62-00-18401 - ASB GRANT	\$0.00	\$0.00	\$184,997.00	(\$184,997.00)	0.00%
01-62-00-18451 - PROV. GOVT. - STEP GRANT	\$0.00	\$0.00	\$6,300.00	(\$6,300.00)	0.00%
Total REVENUE	\$71,367.70	\$71,397.70	\$385,797.00	(\$314,399.30)	18.51%
EXPENSE					

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-62-00-21000 - SALARY & BENEFITS	\$21,228.57	\$101,152.73	\$478,500.00	\$377,347.27	21.14%
02-62-00-21520 - REMUNERATION - MEMBERS	(\$0.00)	(\$0.00)	\$7,000.00	\$7,000.00	0.00%
02-62-00-22110 - MILEAGE & SUBSISTENCE	\$420.00	\$1,335.29	\$2,000.00	\$664.71	66.76%
02-62-00-22140 - TRAINING & CONVENTIONS	\$350.43	\$8,311.20	\$15,000.00	\$6,688.80	55.41%
02-62-00-22160 - FREIGHT, POSTAGE, PHONE	\$272.45	\$1,497.44	\$8,000.00	\$6,502.56	18.72%
02-62-00-22190 - BOARD SEMINAR CONV/TRAINING	(\$0.00)	\$4,697.92	\$10,000.00	\$5,302.08	46.98%
02-62-00-22210 - ADVERTISING	\$277.85	\$546.82	\$5,000.00	\$4,453.18	10.94%
02-62-00-22340 - CONTRACT SUPPORT	\$127.80	\$3,038.98	\$5,000.00	\$1,961.02	60.78%
02-62-00-22350 - COMPUTER SERVICES	\$1,053.26	\$1,374.43	\$11,000.00	\$9,625.57	12.49%
02-62-00-22500 - EQUIPMENT RENTALS	(\$0.00)	(\$0.00)	\$1,500.00	\$1,500.00	0.00%
02-62-00-22520 - BUILDING REPAIRS & MAINTENANCE	\$967.71	\$3,135.11	\$10,000.00	\$6,864.89	31.35%
02-62-00-22550 - WALKER WATER WELL	\$133.82	\$365.62	\$5,000.00	\$4,634.38	7.31%
02-62-00-22551 - NEVIS WATER WELL	\$119.16	\$360.11	\$5,000.00	\$4,639.89	7.20%
02-62-00-22552 - SCOLLARD WATER WELL	\$134.79	\$371.20	\$5,000.00	\$4,628.80	7.42%
02-62-00-22580 - BATTLE RIVER RESEARCH	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-62-00-22600 - BEAVER & PREDATOR CONTROL	\$250.10	\$250.10	\$6,000.00	\$5,749.90	4.17%
02-62-00-22605 - DEMOS, PLOTS & EXTENSION	\$1,306.95	\$7,562.85	\$20,000.00	\$12,437.15	37.81%
02-62-00-22606 - AESA EXPENSE	(\$0.00)	\$2,500.00	\$10,000.00	\$7,500.00	25.00%
02-62-00-22610 - RODENT CONTROL	(\$0.00)	(\$0.00)	\$98,000.00	\$98,000.00	0.00%
02-62-00-22615 - CHEMICALS ROADSIDE	(\$0.00)	(\$0.00)	\$130,000.00	\$130,000.00	0.00%
02-62-00-22616 - CHEMICALS WEED CONTROL	(\$0.00)	(\$0.00)	\$10,000.00	\$10,000.00	0.00%
02-62-00-22740 - LICENSE & INSURANCE	(\$0.00)	\$7,540.41	\$13,000.00	\$5,459.59	58.00%
02-62-00-25110 - OFFICE SUPPLIES	(\$0.00)	\$2,085.90	\$2,500.00	\$414.10	83.44%
02-62-00-25145 - HEALTH & SAFETY	\$13.98	\$41.94	\$67,000.00	\$66,958.06	0.06%
02-62-00-25150 - ASB EXPENSES	(\$0.00)	\$1,225.00	\$5,000.00	\$3,775.00	24.50%
02-62-00-25155 - SEED & SUPPLIES	(\$0.00)	(\$0.00)	\$20,000.00	\$20,000.00	0.00%
02-62-00-25165 - LEASELAND/PASTURE EXPENSE	(\$0.00)	(\$0.00)	\$3,000.00	\$3,000.00	0.00%
02-62-00-25190 - COMPUTER EQUIPMENT	(\$0.00)	\$335.66	\$3,500.00	\$3,164.34	9.59%
02-62-00-25200 - SPRAYING AND SAFETY SUPPLIES	(\$0.00)	(\$0.00)	\$6,000.00	\$6,000.00	0.00%
02-62-00-25210 - FUEL & OIL	\$1,219.34	\$3,515.39	\$40,000.00	\$36,484.61	8.79%
02-62-00-25230 - VEHICLE & EQUIPMENT REPAIR	\$285.75	\$8,946.50	\$40,000.00	\$31,053.50	22.37%
02-62-00-25240 - TOOLS & EQUIPMENT	(\$0.00)	(\$0.00)	\$1,000.00	\$1,000.00	0.00%
02-62-00-25400 - BUILDING UTILITIES	\$1,802.63	\$5,371.69	\$22,000.00	\$16,628.31	24.42%
02-62-00-27500 - COUNTY SEED CLEANING PLANT	(\$0.00)	(\$0.00)	\$3,000.00	\$3,000.00	0.00%
02-62-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$35,000.00	\$35,000.00	0.00%
02-62-00-27710 - ACCRETION EXPENSE	(\$0.00)	(\$0.00)	\$2,000.00	\$2,000.00	0.00%
Total EXPENSE	\$29,964.59	\$165,562.29	\$1,115,000.00	\$949,437.71	14.85%
Total AGRICULTURE SERVICES	(\$41,403.11)	\$94,164.59	\$729,203.00	\$635,038.41	12.91%
PLANNING & DEVELOPMENT					
REVENUE					
01-66-00-14700 - SALE OF MAPS, PLANS, AERIALS	\$86.05	\$453.10	\$2,500.00	(\$2,046.90)	18.12%
01-66-00-14701 - SDAB FEES	\$0.00	\$0.00	\$900.00	(\$900.00)	0.00%
01-66-00-14702 - DP FEES	\$800.00	\$3,600.00	\$84,650.00	(\$81,050.00)	4.25%
01-66-00-14703 - RECOVERY UNDER DEVELOPMENT	\$0.00	\$0.00	\$80,000.00	(\$80,000.00)	0.00%
01-66-00-14704 - LUB AMENDMENT FEES	\$0.00	\$0.00	\$2,400.00	(\$2,400.00)	0.00%
01-66-00-14706 - RURAL DEVELOPMENT FUND	\$0.00	\$12,320.00	\$60,500.00	(\$48,180.00)	20.36%
01-66-00-14707 - MR INCOME	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)	0.00%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
01-66-00-14708 - SUBDIVISION FEES	\$0.00	\$3,500.00	\$12,500.00	(\$9,000.00)	28.00%
01-66-00-15910 - LAND SALES	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	0.00%
01-66-00-15930 - OTHER INCOME	\$75.00	\$250.00	\$0.00	\$250.00	0.00%
Total REVENUE	\$15,961.05	\$35,123.10	\$246,450.00	(\$211,326.90)	14.25%
EXPENSE					
02-66-00-21000 - SALARY & BENEFITS	\$27,655.56	\$148,985.05	\$564,000.00	\$415,014.95	26.42%
02-66-00-21520 - REMUNERATION - GENERAL	\$200.00	\$1,225.00	\$5,000.00	\$3,775.00	24.50%
02-66-00-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	\$88.73	\$500.00	\$411.27	17.75%
02-66-00-22120 - BOARD MILEAGE & SUBSISTENCE	(\$0.00)	\$87.60	\$500.00	\$412.40	17.52%
02-66-00-22140 - TRAINING & CONVENTIONS	(\$0.00)	(\$0.00)	\$6,000.00	\$6,000.00	0.00%
02-66-00-22160 - FREIGHT, POSTAGE, PHONE	\$184.99	\$751.79	\$2,000.00	\$1,248.21	37.59%
02-66-00-22210 - ADVERTISING	\$1,123.13	\$3,567.97	\$25,000.00	\$21,432.03	14.27%
02-66-00-22220 - PUBLIC RELATIONS & PROMOTIONS	(\$0.00)	(\$0.00)	\$200.00	\$200.00	0.00%
02-66-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	\$1,190.36	\$2,000.00	\$809.64	59.52%
02-66-00-22315 - LAND SALE COSTS	\$2,179.20	\$2,179.20	(\$0.00)	(\$2,179.20)	0.00%
02-66-00-22320 - LEGAL FEES	(\$0.00)	\$15,576.70	\$50,000.00	\$34,423.30	31.15%
02-66-00-22325 - SDAB EXPENSES	(\$0.00)	(\$0.00)	\$14,000.00	\$14,000.00	0.00%
02-66-00-22335 - RECOVERABLE DEV AGREEMENT EXP	(\$0.00)	(\$0.00)	\$80,000.00	\$80,000.00	0.00%
02-66-00-22340 - CONTRACT SUPPORT	(\$0.00)	(\$0.00)	\$20,000.00	\$20,000.00	0.00%
02-66-00-25110 - OFFICE SUPPLIES	\$81.90	\$131.86	\$500.00	\$368.14	26.37%
02-66-00-25190 - COMPUTER EQUIPMENT	\$1,956.24	\$2,437.70	\$4,400.00	\$1,962.30	55.40%
02-66-00-25210 - FUEL & OIL	(\$0.00)	\$285.84	\$800.00	\$514.16	35.73%
02-66-00-25220 - COMPUTER CONSUMABLES	\$119.81	\$119.81	\$500.00	\$380.19	23.96%
02-66-00-25255 - RURAL DEVELOPMENT FUND EXP	\$14,000.00	\$21,000.00	\$24,000.00	\$3,000.00	87.50%
02-66-00-25265 - MAPPING & GIS	\$1,216.67	\$36,752.66	\$50,000.00	\$13,247.34	73.51%
02-66-00-25266 - BUFFALO LAKE MR EXPENSE	(\$0.00)	(\$0.00)	\$200,000.00	\$200,000.00	0.00%
02-66-00-25270 - PLANNING PROJECTS	(\$478.16)	\$26,170.29	\$100,000.00	\$73,829.71	26.17%
02-66-00-27700 - DEPRECIATION EXPENSE	(\$0.00)	(\$0.00)	\$7,500.00	\$7,500.00	0.00%
Total EXPENSE	\$48,239.34	\$260,550.56	\$1,156,900.00	\$896,349.44	22.52%
Total PLANNING & DEVELOPMENT	\$32,278.29	\$225,427.46	\$910,450.00	\$685,022.54	24.76%
RECREATION					
REVENUE					
01-71-00-14800 - RECREATION PROGRAM REVENUE	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)	0.00%
01-71-00-14801 - COMMUNITY SERVICE AWARDS	\$0.00	\$5,395.00	\$5,500.00	(\$105.00)	98.09%
01-71-00-18410 - LGFF GRANT	\$0.00	\$0.00	\$161,132.00	(\$161,132.00)	0.00%
01-71-00-18550 - RECREATION - REQUISITION	\$0.00	\$13,868.24	\$13,868.00	\$0.24	100.00%
Total REVENUE	\$0.00	\$19,263.24	\$181,500.00	(\$162,236.76)	10.61%
EXPENSE					
02-71-00-21000 - SALARY & BENEFITS	\$1,884.06	\$9,187.81	\$36,500.00	\$27,312.19	25.17%
02-71-00-21520 - REMUNERATION - MEMBERS	(\$0.00)	\$750.00	\$2,000.00	\$1,250.00	37.50%
02-71-00-22000 - RECREATION LEADERSHIP DEV	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-71-00-22110 - MILEAGE & SUBSISTENCE	(\$0.00)	\$64.66	\$2,500.00	\$2,435.34	2.59%
02-71-00-22120 - BOARD MILEAGE & SUBSISTENCE	(\$0.00)	\$240.17	\$1,500.00	\$1,259.83	16.01%
02-71-00-22160 - FREIGHT, POSTAGE, PHONE	\$57.17	\$242.26	\$750.00	\$507.74	32.30%
02-71-00-22240 - DUES, FEES, & MEMBERSHIPS	(\$0.00)	(\$0.00)	\$3,000.00	\$3,000.00	0.00%
02-71-00-25040 - COMMUNITY SERVICE AWARDS	(\$0.00)	\$6,076.80	\$6,000.00	(\$76.80)	101.28%
02-71-00-25060 - SCHOOL PERFORMING ARTS PROG	(\$0.00)	(\$0.00)	\$2,000.00	\$2,000.00	0.00%

Year to Date Budget Report

For the month ended April 30, 2026

Account	Period Balance	YTD Balance	Budget	Variance	% Budget
02-71-00-25110 - OFFICE SUPPLIES	(\$0.00)	(\$0.00)	\$500.00	\$500.00	0.00%
02-71-00-25190 - COMPUTER EQUIPMENT	(\$0.00)	(\$0.00)	\$1,700.00	\$1,700.00	0.00%
02-71-00-27510 - COMMUNITY ASSISTANCE	(\$0.00)	(\$0.00)	\$175,000.00	\$175,000.00	0.00%
02-71-00-27540 - REC SPECIAL FUNDING PROJECT	\$17,582.00	\$29,922.52	\$50,000.00	\$20,077.48	59.85%
Total EXPENSE	\$19,523.23	\$46,484.22	\$281,950.00	\$235,465.78	16.49%
Total RECREATION	(\$19,523.23)	(\$27,220.98)	(\$100,450.00)	\$73,229.02	27.10%
CULTURE - LIBRARY, MUSEUM					
REVENUE					
01-74-00-18410 - LGFF GRANT	\$0.00	\$0.00	\$116,290.00	(\$116,290.00)	0.00%
Total REVENUE	\$0.00	\$0.00	\$116,290.00	(\$116,290.00)	0.00%
EXPENSE					
02-74-00-21000 - SALARY & BENEFITS	(\$0.00)	\$6.45	\$200.00	\$193.55	3.23%
02-74-00-21520 - REMUNERATION - MEMBERS	\$400.00	\$1,800.00	\$12,000.00	\$10,200.00	15.00%
02-74-00-22120 - BOARD MILEAGE & SUBSISTENCE	\$87.60	\$366.46	\$1,500.00	\$1,133.54	24.43%
02-74-00-27430 - MUSEUM FUNDING	(\$0.00)	(\$0.00)	\$37,700.00	\$37,700.00	0.00%
02-74-00-27431 - LIBRARY GRANT-DONALDA	(\$0.00)	\$4,000.00	\$4,000.00	(\$0.00)	100.00%
02-74-00-27432 - LIBRARY GRANT BIG VALLEY	(\$0.00)	\$4,000.00	\$4,000.00	(\$0.00)	100.00%
02-74-00-27451 - LIBRARY REQUISITION-STETTLER	(\$0.00)	\$70,087.00	\$140,174.00	\$70,087.00	50.00%
02-74-00-27452 - LIBRARY REQUISITION-PARKLAND	\$14,150.84	\$28,301.68	\$56,603.00	\$28,301.32	50.00%
Total EXPENSE	\$14,638.44	\$108,561.59	\$256,177.00	\$147,615.41	42.38%
Total CULTURE - LIBRARY, MUSEUM	(\$14,638.44)	(\$108,561.59)	(\$139,887.00)	\$31,325.41	77.61%
TRANSFER TO CAPITAL					
REVENUE					
01-95-32-18430 - TRANSPORTATION SERVICES CAPITAL	\$0.00	\$0.00	\$536,250.00	(\$536,250.00)	0.00%
01-95-41-18460 - WATER DISTRIBUTION CAPITAL	\$0.00	\$0.00	\$444,133.00	(\$444,133.00)	0.00%
01-95-42-17420 - SANITARY SERVICES CAPITAL	\$0.00	\$0.00	\$575,205.00	(\$575,205.00)	0.00%
Total REVENUE	\$0.00	\$0.00	\$1,555,588.00	(\$1,555,588.00)	0.00%
EXPENSE					
02-95-23-27620 - FIRE CAPITAL	(\$0.00)	\$229,003.71	\$1,788,500.00	\$1,559,496.29	12.80%
02-95-26-27620 - PROTECTIVE SERVICES CAPITAL	(\$0.00)	(\$0.00)	\$30,000.00	\$30,000.00	0.00%
02-95-32-27620 - TRANSPORTATION SERVICES CAPITAL	(\$0.00)	\$743,392.00	\$826,124.00	\$82,732.00	89.99%
02-95-32-27621 - TRANSPORTATION SERVICES CAPITAL	(\$0.00)	\$529.22	\$715,000.00	\$714,470.78	0.07%
02-95-41-27620 - WATER DISTRIBUTION CAPITAL	(\$0.00)	(\$0.00)	\$82,500.00	\$82,500.00	0.00%
02-95-41-27621 - WATER DISTRIBUTION CAPITAL	(\$0.00)	(\$0.00)	\$444,133.00	\$444,133.00	0.00%
02-95-42-27620 - SANITARY SERVICES CAPITAL	\$1,980.45	\$10,934.02	\$1,048,050.00	\$1,037,115.98	1.04%
02-95-66-27620 - PLANNING & DEVELOPMENT CAPITAL	(\$0.00)	(\$0.00)	\$85,000.00	\$85,000.00	0.00%
Total EXPENSE	\$1,980.45	\$983,858.95	\$5,019,307.00	\$4,035,448.05	19.60%
Total TRANSFER TO CAPITAL	(\$1,980.45)	(\$983,858.95)	(\$3,463,719.00)	\$2,479,860.05	28.40%
Grand Total	\$23,223.70	(\$5,551,148.42)	(\$6,632,236.00)	\$1,081,087.58	83.70%

Bank Reconciliation

April 30, 2026

General Ledger Balance

	Current Year	Previous Year
PREVIOUS BALANCE	12,053,375.40	9,760,205.66
MONTH RECEIPTS	1,586,558.23	1,720,835.13
SUB TOTAL	13,639,933.63	11,481,040.79
DISBURSEMENTS	-1,394,550.99	-1,849,413.45
GENERAL BALANCE	12,245,382.64	9,631,627.34
CASH ON HAND	600.00	600.00
CCBF ACCOUNT	811,297.58	667,419.29
MONTH BALANCE	13,057,280.22	10,299,646.63

Bank Statement Balance

STATEMENT BALANCE	11,359,859.63	9,566,957.21
CCBF ACCOUNT	811,297.58	667,419.29
CASH ON HAND	600.00	600.00
SUB TOTAL	12,171,757.21	10,234,976.50
ADD O/S DEPOSITS	942,995.67	97,515.55
LESS O/S CHEQUES	-57,472.66	-32,845.42
MONTH BALANCE	13,057,280.22	10,299,646.63

Reserves

RESERVES	14,955,456.63	15,141,675.26
OPERATIONS	-1,898,176.41	-4,842,028.63
MONTH BALANCE	13,057,280.22	10,299,646.63

Prepared By: _____

Approved By: _____



County of Stettler

Box 1270
6602 - 44 Avenue
Stettler, Alberta T0C 2L0
T:403.742.4441 F: 403.742.1277
www.stettlercounty.ca

Payment Register for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
Cheques			
05/12/26	030052	ALBERTA ROYAL CANADIAN LEGION	\$345.00
05/12/26	030053	STETTLER REGIONAL BOARD OF TRADE	\$900.00
05/12/26	030054	BYEMOOR PARK & RECREATION ASSOCIATION	\$4,500.00
05/12/26	030055	Emergency Management Logistics Canada Inc.	\$1,890.00
05/12/26	030056	HAUL ALL EQUIPMENT LTD.	\$7,492.88
05/12/26	030057	Jackson, Don	\$3,000.00
05/12/26	030058	GOVERNMENT OF ALBERTA	\$1,800.00
05/12/26	030059	PRAIRIE FITNESS LTD.	\$420.00
05/12/26	030060	THE CITY OF RED DEER	\$1,260.00
05/12/26	030061	RED WILLOW CEMETERY	\$1,500.00
05/12/26	030062	MARILIZE SCHNETLER ALTERATIONS	\$434.00
05/12/26	030063	TOWN OF STETTLER REC CENTRE	\$315.00
05/12/26	030064	YELLOWHEAD COUNTY	\$5,322.00
05/12/26	030065	EDGEVIEW FARMS	\$2,000.00
05/12/26	030066	THE GOVERNMENT OF ALBERTA	\$1,000.00
05/12/26	030067	LACOMBE COUNTY	\$511.30
05/12/26	030068	Integrated Strategic Partners Inc.	\$10,815.00
05/12/26	030069	JOHN DEERE FINANCIAL	\$189.60
05/12/26	030070	FLAG OUTLET LTD.	\$7,324.28
05/25/26	030071	ALBERTA RECREATION & PARKS ASSOCIATION	\$745.50
05/25/26	030072	PRO-WATER (STETTLER)	\$56.00
05/25/26	030073	SUPPLY CO	\$187.66
05/25/26	030074	Thrive 360	\$1,181.25
Total Cheques			\$53,189.47

Direct Debits

05/01/26	883-2350 APR'26 PYMT	TELUS	\$75.35
05/01/26	883-2358 APR'26 PYMT	TELUS	\$155.40
05/01/26	MAY 1 PYMT	MY HSA	\$42.16
05/01/26	176043 APR 2026	MASCON BY TELUS	\$73.50
05/01/26	181770 APR 2026	MASCON BY TELUS	\$110.25
05/01/26	MAY 2026 PYMT	VICTOR CANADA	\$16,001.43
05/05/26	RG1 APR PYMT	RECEIVER GENERAL Payroll RP0001	\$8,526.24

Payment Register

for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
05/05/26	RG2 APR PYMT	RECEIVER GENERAL Payroll RP0002	\$80,007.75
05/06/26	MAY 6 PYMT	MY HSA	\$1,327.99
05/08/26	MAY 8 PYMT	MY HSA	\$342.22
05/10/26	743-0282 APR'26 PYMT	TELUS	\$217.35
05/10/26	CBN COS APR'26 PYMT	TELUS	\$581.74
05/10/26	CBN FIRE APR'26 PYMT	TELUS	\$180.60
05/13/26	VISA- APRIL PYMT RC	ROYAL BANK VISA PAYMENT CENTRE	\$1,290.65
05/13/26	VISA APRIL PYMT GJ	ROYAL BANK VISA PAYMENT CENTRE	\$138.05
05/13/26	VISA APRIL PYMT RK	ROYAL BANK VISA PAYMENT CENTRE	\$1,777.08
05/13/26	VISA APRIL PYMT TA	ROYAL BANK VISA PAYMENT CENTRE	\$582.82
05/13/26	VISA APRIL PYMT SG	ROYAL BANK VISA PAYMENT CENTRE	\$1,019.72
05/13/26	VISA APRIL PYMT CM	ROYAL BANK VISA PAYMENT CENTRE	\$479.15
05/13/26	VISA APRIL PYMT YC	ROYAL BANK VISA PAYMENT CENTRE	\$266.77
05/13/26	VISA APRIL PYMT AB	ROYAL BANK VISA PAYMENT CENTRE	\$485.72
05/13/26	VISA APRIL PYMT JK	ROYAL BANK VISA PAYMENT CENTRE	\$485.48
05/13/26	VISA APRIL PYMT DT	ROYAL BANK VISA PAYMENT CENTRE	\$137.27
05/13/26	VISA APRIL PYMT RCHM	ROYAL BANK VISA PAYMENT CENTRE	\$720.93
05/13/26	VISA APRIL PYMT ID	ROYAL BANK VISA PAYMENT CENTRE	\$363.50
05/13/26	VISA- APRIL PYMT -MH	ROYAL BANK VISA PAYMENT CENTRE	\$4,807.23
05/13/26	VISA- APRIL PYMT CS	ROYAL BANK VISA PAYMENT CENTRE	\$1,966.17
05/13/26	VISA- APRIL PYMT TW	ROYAL BANK VISA PAYMENT CENTRE	\$1,323.60
05/13/26	VISA APRIL PYMT NT	ROYAL BANK VISA PAYMENT CENTRE	\$0.78
05/13/26	743-0107 APR'26 PYMT	TELUS	\$69.72
05/13/26	743-0121 APR'26 PYMT	TELUS	\$69.70
05/14/26	DIRECT-APR 2026 PYMT	DIRECT ENERGY BUSINESS	\$5,435.64
05/15/26	APR 2026 PYMT-APEX	APEX UTILITIES INC.	\$63.48
05/20/26	RG1 MAY PYMT 2026	RECEIVER GENERAL Payroll RP0001	\$2,082.79
05/20/26	RG2 MAY PYMT 2026	RECEIVER GENERAL Payroll RP0002	\$83,725.59
05/20/26	MAY 20 CLAIM PYMT	MY HSA	\$121.51
05/22/26	579-2537 MAY'26 PYMT	TELUS	\$76.76
05/22/26	579-2538 MAY'26 PYMT	TELUS	\$76.76
05/25/26	70-498 APR 2026 PYMT	PAINTEARTH GAS CO OP LTD	\$35.70
05/25/26	70-377 APR 2026 PYMT	PAINTEARTH GAS CO OP LTD	\$103.52
05/25/26	70-423 APR 2026 PYMT	PAINTEARTH GAS CO OP LTD	\$35.70
05/25/26	40-193 APR 2026 PYMT	PAINTEARTH GAS CO OP LTD	\$103.57
05/25/26	160-272 APR 2026 PYM	PAINTEARTH GAS CO OP LTD	\$93.77
05/25/26	160-271 APR 2026 PYM	PAINTEARTH GAS CO OP LTD	\$97.84
05/25/26	160-143 APR 2026 PYM	PAINTEARTH GAS CO OP LTD	\$117.74
05/25/26	70-510 APR 2026 PYMT	PAINTEARTH GAS CO OP LTD	\$35.70
05/27/26	RG2 MAY 2026 PYMT	RECEIVER GENERAL Payroll RP0002	\$81,367.44

Payment Register

for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
05/27/26	RG1 MAY 2026 PYMT	RECEIVER GENERAL Payroll RP0001	\$6,043.33
05/30/26	APR IL 2026 PYMT	HOSTEDBIZZ INC	\$762.75
05/30/26	WCB MAY 2026 PYMT	WORKERS COMPENSATION BOARD - ALBERTA	\$14,706.62
05/31/26	BELL MAY 2026 PYMT	BELL CANADA	\$1,848.02
Total Direct Debits			\$320,560.55

EFTs

05/08/26	EFT000000012496	LOCAL AUTHORITIES PENSION PLAN	\$34,739.90
05/08/26	EFT000000012497	APEX SUPPLEMENTARY PENSION TRUST	\$1,437.17
05/12/26	EFT000000012498	ACCU-FLO METER SERVICE LTD	\$2,445.45
05/12/26	EFT000000012499	ACKERMAN, RAYMOND G.	\$75.00
05/12/26	EFT000000012500	ACTION PLUMBING & EXCAVATING (1998) LTD	\$3,427.86
05/12/26	EFT000000012501	STETTLER DISTRICT AGRICULTURAL SOCIETY	\$10,000.00
05/12/26	EFT000000012502	AMAZON.COM.CA INC.	\$728.43
05/12/26	EFT000000012503	AMAZON.CA	\$481.80
05/12/26	EFT000000012504	ASPEN FORD SALES LTD	\$2,745.62
05/12/26	EFT000000012505	AUTON, EZRA	\$75.00
05/12/26	EFT000000012506	BACHMAN, DARCY	\$54.00
05/12/26	EFT000000012507	BAGSHAW ELECTRIC LTD.	\$25.08
05/12/26	EFT000000012508	BENJAMIN, TRAVIS	\$75.00
05/12/26	EFT000000012509	BENNA, KYLE	\$30.00
05/12/26	EFT000000012510	BLACK PRESS GROUP LTD.	\$1,966.80
05/12/26	EFT000000012511	BROWNLEE LLP	\$5,301.31
05/12/26	EFT000000012512	C.R. GLASS	\$2,932.65
05/12/26	EFT000000012513	CANADIAN TIRE # 671	\$247.74
05/12/26	EFT000000012514	Canoe Procurement Group of Canada	\$22,133.80
05/12/26	EFT000000012515	CANSEL SURVEY EQUIPMENT INC.	\$1,916.25
05/12/26	EFT000000012516	CASSIDY, YVETTE	\$37.78
05/12/26	EFT000000012517	CHAPMAN, BROOKLYN	\$75.00
05/12/26	EFT000000012518	CIVIC MECHANICAL LTD.	\$3,813.60
05/12/26	EFT000000012519	CORNELSEN, CHRISTA	\$138.65
05/12/26	EFT000000012520	D/K BLADE SERVICES LTD.	\$3,150.00
05/12/26	EFT000000012521	DEAN'S MACHINE INC	\$100.72
05/12/26	EFT000000012522	FAMILY AND COMMUNITY SUPPORT SERVICES	\$56,402.25
05/12/26	EFT000000012523	FOSTER, MICHELLE	\$95.00
05/12/26	EFT000000012524	FOURNIER, MARIO	\$75.00
05/12/26	EFT000000012525	NEW WEST TRUCK CENTRES	\$1,156.01
05/12/26	EFT000000012526	GEORGE, KURT	\$152.26
05/12/26	EFT000000012527	GOVERNMENT FRAMEWORKS	\$17,659.95
05/12/26	EFT000000012528	GREGG DISTRIBUTORS LTD	\$3,313.23
05/12/26	EFT000000012529	GT HYDRAULIC AND BEARING	\$992.76

Payment Register

for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
05/12/26	EFT000000012530	GYRO AG LTD.	\$177.78
05/12/26	EFT000000012531	HALL, JOEL	\$120.39
05/12/26	EFT000000012532	HAVELIN, ERIN	\$75.00
05/12/26	EFT000000012533	HEARTLAND AUTO SUPPLY	\$730.50
05/12/26	EFT000000012534	HEARTLAND EXPRESS	\$635.56
05/12/26	EFT000000012535	HI-WAY 9 EXPRESS LTD	\$1,002.57
05/12/26	EFT000000012536	STETTLER HOME HARDWARE	\$63.63
05/12/26	EFT000000012537	HOMETOWN PRODUCTIONS & MEDIA	\$521.85
05/12/26	EFT000000012538	HORNET AERIAL IMAGING CORP.	\$3,623.42
05/12/26	EFT000000012539	COUNTY OF STETTLER HOUSING AUTHORITY	\$255,523.47
05/12/26	EFT000000012540	HUMMEL, MARK	\$156.94
05/12/26	EFT000000012541	I.D. APPAREL	\$717.36
05/12/26	EFT000000012542	ICON ENERGY SERVICES LTD.	\$393.75
05/12/26	EFT000000012543	INNOV8 DIGITAL SOLUTIONS INC.	\$1,504.27
05/12/26	EFT000000012544	INSIGHT CANADA INC.	\$761.03
05/12/26	EFT000000012545	JEANNIE WRIGHT	\$2,247.00
05/12/26	EFT000000012546	JOMAC WELDING FABRICATION LTD.	\$30,964.08
05/12/26	EFT000000012547	KATHY'S PRINTING SERVICE	\$1,391.25
05/12/26	EFT000000012548	KLEARWATER	\$4,519.90
05/12/26	EFT000000012549	KROMM, SHAYNE	\$75.00
05/12/26	EFT000000012550	LINDE CANADA INC.	\$806.78
05/12/26	EFT000000012551	MCKAY, DALE	\$211.49
05/12/26	EFT000000012552	MCWINN AIR FILTER CLEANING SERVICES LTD.	\$761.95
05/12/26	EFT000000012553	Morris, Joshua	\$75.00
05/12/26	EFT000000012554	N-ABLE TECHNOLOGIES LTD.	\$31,255.96
05/12/26	EFT000000012555	NICHOLS, STEEL	\$75.00
05/12/26	EFT000000012556	OK TIRE STETTLER	\$1,451.94
05/12/26	EFT000000012557	OLD MACDONALD KENNELS	\$1,768.20
05/12/26	EFT000000012558	PARKLAND REGIONAL LIBRARY	\$14,858.38
05/12/26	EFT000000012559	PETERBILT RED DEER	\$317.58
05/12/26	EFT000000012560	PITNEYWORKS (Postage)	\$5,000.00
05/12/26	EFT000000012561	ALBERTA PRAIRIE STEAM TOURS LTD	\$2,411.67
05/12/26	EFT000000012562	PUROLATOR INC.	\$74.24
05/12/26	EFT000000012563	RALLY RENTALS INC	\$65.47
05/12/26	EFT000000012564	Stettler REGISTRY SERVICES	\$180.00
05/12/26	EFT000000012565	REYNOLDS, MIRTH, RICHARDS & FARMER	\$2,222.90
05/12/26	EFT000000012566	ROADATA SERVICES LTD	\$210.00
05/12/26	EFT000000012567	HURAJ, MELISSA	\$585.53
05/12/26	EFT000000012568	RUSSEL METALS INC	\$669.73
05/12/26	EFT000000012569	STETTLER & DISTRICT AMBULANCE ASSOCIATION	\$940.06

Payment Register

for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
05/12/26	EFT000000012570	SHARPE, BRANDON	\$75.00
05/12/26	EFT000000012571	SHRED-IT, C/O STERICYCLE ULC	\$317.18
05/12/26	EFT000000012572	SIGN WRIGHT	\$672.00
05/12/26	EFT000000012573	SINCLAIR, SOPHIA	\$75.00
05/12/26	EFT000000012574	SHIRLEY MCCLELLAN REGIONAL WATER SERVICES COMMISSI	\$6,863.45
05/12/26	EFT000000012575	STANTEC CONSULTING LTD.	\$2,079.47
05/12/26	EFT000000012576	STETTLER TOOL & HARDWARE	\$1,008.76
05/12/26	EFT000000012577	SUTTON SEPTIC SERVICE	\$8,006.25
05/12/26	EFT000000012578	STETTLER WASTE MANAGEMENT AUTHORITY	\$113,320.00
05/12/26	EFT000000012579	TC COMPANY	\$460.95
05/12/26	EFT000000012580	FUGER, JOSHUA MICHAEL	\$139.47
05/12/26	EFT000000012581	TOWN TROPHY & GIFTS	\$86.00
05/12/26	EFT000000012582	UNITED FARMERS OF ALBERTA	\$110,961.76
05/12/26	EFT000000012583	UPTOWN OFFICE SUPPLY LTD.	\$367.73
05/12/26	EFT000000012584	VAN ELECTRIC	\$2,089.50
05/12/26	EFT000000012585	VILLAGE OF BIG VALLEY	\$144.50
05/12/26	EFT000000012586	VILLAGE OF DONALDA	\$111.00
05/12/26	EFT000000012587	WALLY'S BACKHOE SERVICES LTD.	\$43,407.00
05/12/26	EFT000000012588	WFR WHOLESALE FIRE & RESCUE	\$15,332.19
05/12/26	EFT000000012589	WIECHNIK, DALLAS	\$75.00
05/12/26	EFT000000012590	WILD ROSE ASSESSMENT	\$16,012.50
05/12/26	EFT000000012591	WJF INSTRUMENTATION (1990) LTD.	\$1,871.10
05/12/26	EFT000000012592	WOLSELEY WATERWORKS GROUP-AB REGION	\$1,688.53
05/12/26	EFT000000012593	WOODY'S AUTOMOTIVE LTD.	\$5,260.52
05/12/26	EFT000000012594	Kodiak Group Holdings Co. o/a Work Authority 6Q	\$1,196.94
05/12/26	EFT000000012595	ATTERBURY, DAN	\$225.65
05/12/26	EFT000000012596	1038718 Alberta Limited - C4ner Consulting	\$5,122.20
05/12/26	EFT000000012597	MACDONALD, CARMEN	\$75.00
05/12/26	EFT000000012598	TOWN OF STETTLER	\$12,661.21
05/12/26	EFT000000012599	VIKING CIVES LTD.	\$780,561.60
05/12/26	EFT000000012600	WHITLOW, CRAIG	\$54.00
05/12/26	EFT000000012601	Buchwitz, Kirk	\$75.00
05/12/26	EFT000000012602	Courtney Kenny	\$75.00
05/12/26	EFT000000012603	OICKLE, WILLIAM	\$75.00
05/12/26	EFT000000012604	RATTRAY, JAMES	\$62.00
05/12/26	EFT000000012605	RMA INSURANCE	\$3,538.05
05/12/26	EFT000000012606	WSP CANADA INC.	\$1,070.74
05/21/26	EFT000000012607	2418243 Alberta Ltd.	\$11,646.76
05/22/26	EFT000000012608	APEX SUPPLEMENTARY PENSION TRUST	\$1,437.18
05/22/26	EFT000000012609	LOCAL AUTHORITIES PENSION PLAN	\$33,973.20

Payment Register

for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
05/25/26	EFT000000012611	ACCU-FLO METER SERVICE LTD	\$7,877.10
05/25/26	EFT000000012612	ACTION PLUMBING & EXCAVATING (1998) LTD	\$3,372.68
05/25/26	EFT000000012614	Alberta Forklift Safety Council	\$1,979.25
05/25/26	EFT000000012615	AMAZON.COM.CA INC.	\$970.39
05/25/26	EFT000000012616	AMAZON.CA	\$174.28
05/25/26	EFT000000012617	BOTHA WOODLAND CEMETERY SOCIETY	\$250.00
05/25/26	EFT000000012618	BRANDT TRACTOR LTD	\$256.56
05/25/26	EFT000000012619	BUTLER, MARK	\$30.00
05/25/26	EFT000000012620	CAMROSE COUNTY	\$157.20
05/25/26	EFT000000012621	Canoe Procurement Group of Canada	\$6,608.69
05/25/26	EFT000000012622	CERTIFIED TRACKING SOLUTIONS	\$1,532.70
05/25/26	EFT000000012623	CHAPMAN, BROOKLYN	\$30.00
05/25/26	EFT000000012624	CHAPMAN, ROSE	\$51.10
05/25/26	EFT000000012625	CHMELNYK, RANDY	\$30.00
05/25/26	EFT000000012626	CATALIS TECHNOLOGIESCANADA LTD.	\$15,713.62
05/25/26	EFT000000012627	Tanner Duncan	\$30.00
05/25/26	EFT000000012628	EMBER GRAPHICS TRIM & SIGNS LTD.	\$61.95
05/25/26	EFT000000012629	Fischer, Farrah	\$30.00
05/25/26	EFT000000012630	FISHER, TRINITY	\$30.00
05/25/26	EFT000000012631	Laurie Ganton	\$422.20
05/25/26	EFT000000012632	GREATWEST KENWORTH LTD.	\$737.52
05/25/26	EFT000000012633	GT HYDRAULIC AND BEARING	\$191.27
05/25/26	EFT000000012634	HEARTLAND AUTO SUPPLY	\$666.07
05/25/26	EFT000000012635	STETTLER HOME HARDWARE	\$177.01
05/25/26	EFT000000012636	HOMEWOOD HEALTH INC.	\$136.83
05/25/26	EFT000000012637	JEANNIE WRIGHT	\$409.50
05/25/26	EFT000000012638	Courtney Kenny	\$30.00
05/25/26	EFT000000012639	KNUDSON, MERLIN	\$54.00
05/25/26	EFT000000012640	MCKENZIE, CARA	\$30.00
05/25/26	EFT000000012641	OK TIRE STETTLER	\$222.39
05/25/26	EFT000000012642	PUROLATOR INC.	\$31.99
05/25/26	EFT000000012643	ROCKY MOUNTAIN PHOENIX	\$610.84
05/25/26	EFT000000012644	STETTLER & DISTRICT AMBULANCE ASSOCIATION	\$618.00
05/25/26	EFT000000012645	SHRED-IT, C/O STERICYCLE ULC	\$214.97
05/25/26	EFT000000012646	SINCLAIR, SOPHIA	\$30.00
05/25/26	EFT000000012647	SHIRLEY MCCLELLAN REGIONAL WATER SERVICES COMMISSI	\$61,878.46
05/25/26	EFT000000012648	TELADOC HEALTH CANADA INC.	\$1,792.85
05/25/26	EFT000000012649	UNITED FARMERS OF ALBERTA	\$24,155.81
05/25/26	EFT000000012650	UPTOWN OFFICE SUPPLY LTD.	\$740.54
05/25/26	EFT000000012651	VAN ELECTRIC	\$3,824.10

Payment Register

for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
05/25/26	EFT000000012652	WFR WHOLESale FIRE & RESCUE	\$5,611.67
05/25/26	EFT000000012653	WOODY'S AUTOMOTIVE LTD.	\$829.01
05/25/26	EFT000000012654	Kodiak Group Holdings Co. o/a Work Authority 6Q	\$428.38
05/25/26	EFT000000012655	ESCRIBE SOFTWARE LTD.	\$13,356.00
05/25/26	EFT000000012656	Gano, Allan	\$57.22
05/25/26	EFT000000012657	TST CANADA INC.	\$74.80
05/25/26	EFT000000012610	CHEMICAL INDUSTRIES (ALBERTA) INC.	\$7,555.80
05/25/26	EFT000000012659	ANDREW, GOMES	\$718.26
05/25/26	EFT000000012660	GOODMAN, THOREAU	\$968.05
Total EFTs			\$1,895,181.15

Statements

Canoe Procurement

05/01/26	PSI71626885	SMS EQUIPMENT INC.	\$586.95
05/01/26	105988	ROCKY MOUNTAIN EQUIPMENT	\$924.67
05/01/26	951501842*	FINNING (CANADA)	\$164.77
05/05/26	951510820*	FINNING (CANADA)	\$314.42
05/05/26	951510502*	FINNING (CANADA)	\$103.79

RBC VISA

05/01/26	GRILLERS	Miscellaneous meals on visa	\$49.34
05/01/26	ANNUAL FEE-TW	ROYAL BANK VISA PAYMENT CENTRE	\$120.00
05/01/26	UBIQUITI	Ubiquiti Store Canada	\$42.00
05/02/26	GARMIN	Garmin	\$14.68
05/04/26	SOBEYS	SOBEYS	\$104.74
05/04/26	AMAZON	AMAZON.COM.CA INC.	\$358.50
05/04/26	WEBPROFUSION	MISC CHARGES ON VISA	\$83.63
05/05/26	AMHSA	ALBERTA MUNICIPAL HEALTH & SAFETY ASSOC.	\$157.45
05/05/26	HEARTLAND AUTO	HEARTLAND AUTO SUPPLY	\$14.93
05/06/26	DOLLARAMA	DOLLARAMA	\$132.04
05/06/26	SOBEYS	SOBEYS	\$34.42
05/07/26	DOLLARAMA	DOLLARAMA	\$41.21
05/08/26	SMITTYS	SMITTYS REST.	\$105.89
05/08/26	TRANSPORT CANADA	Transport Canada	\$25.43
05/08/26	GLOBAL IND.	Global Industrial	\$133.25
05/08/26	NO FRILLS	NO FRILLS	\$60.88
05/08/26	SOBEYS	SOBEYS	\$52.49
05/08/26	DOLLARAMA	DOLLARAMA	\$5.51
05/10/26	ROGERS	Rogers Communications Canada Inc.	\$233.40
05/11/26	WALMART	Walmart	\$225.45
05/11/26	CAN TIRE	CANADIAN TIRE # 671	\$115.49
05/11/26	WALMART	Walmart	\$422.82

Payment Register

for payments posted between 5/1/2026 and 5/31/2026

Date	Payment No.	Vendor	Amount
05/11/26	AMHSA	ALBERTA MUNICIPAL HEALTH & SAFETY ASSOC.	\$94.47
05/11/26	MARKS WORKWEAR	MARK'S	\$41.98
05/12/26	CAN TIRE	CANADIAN TIRE # 671	\$39.89
05/12/26	BAGSHAW	BAGSHAW ELECTRIC LTD.	\$27.41
05/13/26	BOSTON PIZZA	BOSTON PIZZA	\$76.62
05/13/26	WALMART	Walmart	\$17.35
05/13/26	HEARTLAND GLASS	HEARTLAND GLASS LTD	\$3.94
05/14/26	UBIQUITI	Ubiquiti Store Canada	\$913.50
05/14/26	HOME HARDWARE	STETTLER HOME HARDWARE	\$17.50
05/14/26	HOME HARDWARE	STETTLER HOME HARDWARE	\$121.10
05/14/26	STETTLER EQUIPMENT	STETTLER EQUIPMENT SALES & RENTALS LTD	\$577.50
05/14/26	INNISFAIL ESSO	MISC CHARGES ON VISA	\$100.00
05/15/26	CO OP	CENTRAL ALBERTA CO-OP LTD.	\$12.59
05/15/26	WALMART	Walmart	\$104.67
05/15/26	GLOBAL IND.	Global Industrial	\$1,065.96
05/15/26	WHEATLAND COUNTY	WHEATLAND COUNTY	\$775.00
05/15/26	WHEATLAND COUNTY	WHEATLAND COUNTY	\$775.00
05/15/26	WHEATLAND COUNTY	WHEATLAND COUNTY	\$775.00
05/15/26	WHEATLAND COUNTY	WHEATLAND COUNTY	\$775.00
05/18/26	CAN TIRE	CANADIAN TIRE # 671	\$62.96
05/19/26	SHOPPERS	SHOPPERS DRUG MART 249	\$65.98
05/19/26	NIGP	MISC CHARGES ON VISA	\$17.00
05/19/26	SHELL	SHELL CANADA	\$116.95
05/19/26	DOLLARAMA	DOLLARAMA	\$4.99
05/19/26	HOME HARDWARE	STETTLER HOME HARDWARE	\$77.52
05/19/26	SCHWARTZ	SCHWARTZ HOME BUILDING CENTRE	\$158.06
05/19/26	DOLLARAMA	DOLLARAMA	\$46.99
05/19/26	CANVA	Canva Pro	\$150.00
05/19/26	TASTY WOK	Tasty Wok	\$386.11
05/30/26	GOOGLE-MAY	GOOGLE	\$154.56
Total Statements			\$12,183.75
Grand Total			\$2,268,931.17

Name Janet Adam **Ward** Donalda - Red Willow **Month** May **Reeve** **Deputy Reeve** Reviewed by CAO

Total Quantity			6	5	0		354	348	
Total Expense			\$ 1,650.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 512.46	
Total	Reeve Fee	\$ -	Deputy Fee	\$ -	Prep Days	\$ 750.00	Prior Mileage	2577	Total \$ 3,912.46

Date	Type of Meeting	Destination	Full Days	Half Days	Conv. Full Days	Conv. Half Days	Meals	Taxable Mileage	Non-Taxable Mileage	Comments
April 16/26	Library Committee	SPL		1					52	
April 20/26	FCSS	FCSS		1					46	
April 21/26	Revised Budget	COS	1					52		
April 22/26	Regular	COS	1					52		
April 23/26	COW	Zoom		1						
May 13/26	Regular	COS	1					52		
May 15/26	Youth Luncheon	Yard		1				42		
May 19/26	COW	COS	1					52		
May 20/26	MPC	COS	1					52		
May 21/26	Parkland Library			1					198	
May 21/26	IRC		1					52		
May 21/26	Library Committee	SPL							52	

Name Larry Clarke
 Ward Botha - Gadsby
 Month May
 Reeve
 Deputy Reeve
 Reviewed by CAO

Total Quantity			7	9	0	0		780	180
Total Expense			\$ 1,925.00	\$ 1,800.00	\$ -	\$ -	\$ -		\$ 700.80
							Prior		
Total	Reeve Fee	\$ 650.00	Deputy Fee	\$ -	Prep Days	\$ 750.00	Mileage	3509	Total \$ 5,825.80

Date	Type of Meeting	Destination	Full Days	Half Days	Conv. Full Days	Conv. Half Days	Meals	Taxable Mileage	Non-Taxable Mileage	Comments
Apr 15/26	ASB/MPC	COS	1					60		
Apr 17/26	Volunteer Week Signing	COS		1				60		
Apr 20/26	Regional Water Mtg	TOS		1					60	
Apr 21/26	Revised Budget Workshop	COS	1					60		
Apr 22/26	Council Meeting	COS	1					60		
Apr 23/26	COW	COS	1					60		
Apr 27/26	Doctor Meeting	BOT		1					60	Interviews
Apr 30/26	4H excellence awards	COS		1				60		
May 1/26	Proclamation Signing	COS		1				60		Disability Services proclamation week
May 5/26	Agenda Prep	COS		1				60		4H award Interviews
May 7/26	SMRWSC Special Mtg	COS		1				60		4H Award Interview
May 12/26	BOT Exec Meeting	BOT		1					60	
May 13/26	Council Meeting	COS	1					60		
May 15/26	Young Women in Trades	COS		1				60		Workshop tour and luncheon Ma
May 19/26	COW	COS	1					60		Seniors Week Proclamation Signing.
May 20/26	ASB/MPC	COS	1					60		
May 20/26	4H Intermediate award	Ag Society								Presented Award

Name Wade Hunter **Ward** Big Valley **Month** May **Reeve** **Deputy Reeve** Reviewed by CAO

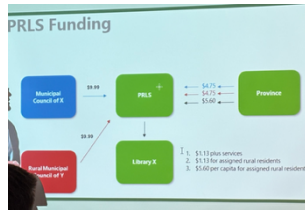
Total Quantity			6	1	0	0		700	0
Total Expense			\$ 1,650.00	\$ 200.00	\$ -	\$ -	\$ -	\$	511.00
Total	Reeve Fee	\$ -	Deputy Fee	\$ -	Prep Days	\$ 750.00	Prior Mileage	3500	Total \$ 3,111.00

Date	Type of Meeting	Destination	Full Days	Half Days	Conv. Full Days	Conv. Half Days	Meals	Taxable Mileage	Non-Taxable Mileage	Comments
Apr/21	Raw	Cos	1					100		
Apr/22	RCM	Cos	1					100		
Apr/23	Cow	Cos	1					100		
May/13	RCM	Cos	1					100		
May/19	Cow	Cos	1					100		
May/20	Asb-Mac	Cos	1					100		
May/21	Jcm town	Cos		1				100		

Name	Ward	Month	Reeve	Deputy Reeve		<input checked="" type="checkbox"/>	Reviewed by CAO
Clint Walker	Byemoor - Endiang	May	<input type="checkbox"/>	<input type="checkbox"/>			

Total Quantity			7	6	0	0		816	952
Total Expense			\$ 1,925.00	\$ 1,200.00	\$ -	\$ -	\$ -		\$ 1,184.56
Total	Reeve Fee	\$ -	Deputy Fee	\$ -	Prep Days	\$ 750.00	Prior Mileage	5152	Total \$ 5,059.56

Date	Type of Meeting	Destination	Full Days	Half Days	Conv. Full Days	Conv. Half Days	Meals	Taxable Mileage	Non-Taxable Mileage	Comments
April 20 2026	Museum			1					136	
April 21 2026	Budget Workshop		1					136		
April 22 2026	Council/ASB		1					136		
April 23 2026	Committee of the whole		1					136		
April 30 2026	4H Excellence Award			1					136	
May 5 2026	4H Excellence Award			1					136	
May 7 2026	4H Excellence Award			1					136	
May 13 2026	ASB/Council		1					136		
May 14 2026	Housing Atthority			1					136	
May 15 2026	Young Women in trade			1					136	
May 19 2026	Committee of the whole		1					136		
May 20 2026	ASB/MPC		1					136		
May 21 2026	Joint Council/Housing atthority		1						136	



Parkland Regional Library

May 21, 2026

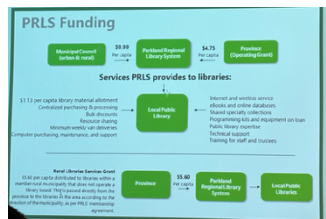
This meeting was held in person, rather than Zoom, at the Parkland Regional Library office in Lacombe.

We had the reports and discussion of budget, statistics, and Bill 28.

Budget and Statistics

The Parkland Regional Library had a clean audit, again.

In the budget presented, the amortization was not entered. Any surplus from the year is put to IT reduces. At this time the Government has not given the library any grant money and it is becoming harder to receive grants. I have included the slides in this



Budget

Parkland's budget for the upcoming year takes months to develop and usually starts in March/April with the Executive Committee.

The budget is approved by the board in September.

As required by the membership agreement, the budget must be presented to member councils prior to November 1.

Based on the membership agreement, Parkland's budget can not be approved without the endorsement of 5% of the municipalities that represent 1% of the population.

Budget 2026

For 2026, the municipal requisition is **\$9.99** per capita.

Levy increase of only **\$38,599** spread over all PRLS municipalities.

The total requisition for 2026 equals only **\$2,234,174**.

Overall, expenditures were anticipated to increase by **1%**.

Approximately **41%** of PRLS' income will come from Government of Alberta grants in 2026.

Based on reported information, **35%** of Parkland's libraries deficit budgeted in 2025.

PARKLAND REGIONAL LIBRARY SYSTEM 2026 Budget

Item	2025	2026
Revenue	1,200,000	1,200,000
Expenses	1,500,000	1,500,000
Deficit	300,000	300,000

Parkland Regional Library System

Return on Municipal Levy

Item	2025
Municipal Allocation Fund	\$ 20,000
Cooperative Collection Fund	25,000
Postage	15,000
Printing	2,500
Supplies	10,000
Travel	1,000
Utilities	1,000
Wages	1,000
Depreciation	1,000
Interest	1,000
Professional Fees	1,000
Insurance	1,000
Other	1,000
Total	122,997

Library System Revenue Sources 2025

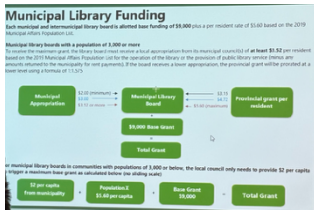
Table 1

Library System	Revenue Source (per capita)				Total Revenue
	Municipality	Municipality gov Board	Library Board	Operating Grant	
Chinook Arch	7.76	10.22	3.57	4.75	16.08
Wapogo	6.50	11.58	4.30	4.75	15.94
Northern Lights	5.47	10.54	5.47	4.75	15.69
Parkland	9.81	9.81	0.00	4.75	14.56
Peace	7.01	9.76	2.75	4.75	14.51
Shortgrass	5.04	10.12	5.38	4.75	14.87
Yellowhead	4.75	0.00	0.00	4.75	9.50
Total	58.83	\$19.34	\$4.27	\$4.75	\$14.44

ILL Annual Costs

Item	Per Week (hrs)	Annual Cost (\$)
ILL Staff	25	61,799
Shipping Staff	3.5	5,860
Postage		1,250
Printing	60	
Supplies	60	
Total		69,029

report.



Bill 28

Many people are alarmed by bill 28. The board has not been able to reach ministers for answers. Most councillors present, have not been able to receive answers from the ministers, as well. One councillor was able to receive Minister Dan Williams and received a reply that there are 12 books to be removed from children's shelves. He provided them. Three of the books he provided details, which were very graphic.

Report by Councillor Janet Adam

Stettler Library Board

May 21, 2026

The library applies for 3 grants and were lucky enough to have them approved, but have not come in yet. The money from the Town and County contributions have been received.

The summer reading program for ages 5-17 years old is in the works. 2 young ladies from the community are creating this year's events. They have reading, arts and science and more planned. They are having a sea theme. They are looking for specific donations.

There are 2 conventions for the library coming up. September 21 for AI 2026 through PRLS and October 19-21 for Stronger Together.

Last month there was a bike rodeo. It was a success talking to the kids. There were a higher number strider toddler bikes this year. The children and adults were asking that they put on the bike rodeo again.

Report submitted my Councillor Janet Adam

From: Kavita Verma

Sent: Wednesday, June 3, 2026 8:15:38 AM

To: Allan Gano

Cc: Suzanne Haun; SARTR FOLA Office

Subject: Request for comment on foreign acquisition/transaction requiring an OC exemption to the Foreign Ownership of Land Regulations

Dear Allan Gano,

Service Alberta's Land Titles & Surveys Office is in receipt of an Order in Council application to exempt a proposed foreign purchase of land which is controlled land subject to Alberta's Foreign Ownership of Land Regulations. A summary of the proposal and its rationale is below. The proposed purchase would see **Rahr Malting Canada Ltd. ("Rahr")** acquire approximately **52.29 acres** of controlled land in the **County of Stettler No. 6** for the purpose of supporting its barley procurement, storage, and outbound rail shipping operations in Alberta.

As the subject lands are Industrial in nature, given the proposed transaction involving a potential foreign owner and as a matter of course, can you please advise if you, as Councillor of the ward 5 for County of Stettler No. 6 for the impacted area, have any concerns or comments to share with respect to presenting this application forward for Cabinet's consideration? If possible, a response by June 15th 2026 concerning the project, which falls within your constituency, would be appreciated.

We are happy to discuss further our role and objectives, and why we reach out should anyone wish to.

Here is a brief overview of both Beacon and the proposed transaction:

- The applicant, **Rahr Malting Canada Ltd. ("Rahr")**, operates a malt production facility in Alix, Alberta, serving breweries, distilleries, and related industries in Canada and abroad.
- Rahr is part of a long-established, family-owned malting business with operations in Shakopee, Minnesota and Alix, Alberta, supported by barley procurement and distribution activities in North Dakota.
- Rahr is a private, family-owned company with more than 175 years of experience in malt production and distribution, with a reputation for supplying high-quality malt products to the beverage industry.
- Rahr is held by the Rahr Corporation and it is 100% owned by the American Corporation. Therefore, Rahr is defined as a foreign controlled corporation pursuant to the *Foreign Ownership of Land Regulations*.
- The lands proposed are located in the **County of Stettler No. 6** and consist of approximately **52.29 acres** of controlled land, including an existing grain elevator and transloading facility

The Legal description is as follows:

Plan 9520663, Block A, containing 34.79 hectares (85.97 acres) more or less, excepting thereout:

Plan 9723517 – Road (0.242 hectares / 0.60 acres)

Plan 9826129 – Road (0.135 hectares / 0.33 acres)
Plan 1520509 – Subdivision (13.255 hectares / 32.75 acres)
Title number: **152 033 846 +1**

- The lands are zoned “I” **Industrial District** under the County of Stettler No. 6 Land Use Bylaw, and no rezoning is anticipated.
- The lands are currently used for loading grains for distribution by rail car, while undeveloped portions are leased to third parties for grazing horses and/or hay production.
- Because Rahr is a foreign-controlled corporation under the Foreign Ownership of Land Regulations, an exemption is required to complete the acquisition. Based on the application, no existing exemption is available, and the applicant expects to acquire the lands on or before **September 17, 2026**.
- Following the acquisition, Rahr intends to fully utilize the facility by partnering with **CPKC** and **Alberta Prairie Railway** for outbound shipments and contracting with local trucking carriers to secure barley supply from Canadian growers.
- Rahr has committed to a minimum of **300 rail cars in the first year of operation and 400 in the second year**, with long-term plans to grow to more than **800 rail cars**.
- The facility is currently in good working condition, no major expansion is planned at this time, and a second rail siding may be considered in the future.
- Rahr Malting Canada Ltd., incorporated in Alberta in 1985 and located in Alix, has demonstrated long-standing economic benefit to Alberta by employing Alberta residents, paying property taxes, paying corporate income taxes in Canada, and purchasing Canadian barley from Canadian farmers. Since 2000, the company has purchased more than **3,500,000 metric tons of Canadian barley**.
- In 2025, Rahr employed **39 Alberta residents**, paid more than **\$5,000,000 in gross wages**, paid approximately **\$772,000 in property taxes to the Village of Alix** and **\$5,000 to Lacombe County**, and purchased **212,000 metric tons of Canadian barley from 200 Canadian farmers**.
- The acquisition of the lands and facility is expected to support the continuation and growth of these benefits and will result in the hiring of **two additional Alberta employees** in the immediate term.
- The acquisition will also allow Rahr to increase purchases from Canadian farmers by an estimated additional **120,000 metric tons over the next three years** and to expand outbound shipments to more than **800 rail cars** in the longer term.
- Over the last five years, Rahr has invested **\$175,000** in the Alix community through donations supporting playgrounds, scholarships, schools, and youth organizations, further demonstrating the social and economic value of the project.

Thank you for your assistance with this matter.
Best,

Kavita Verma

Web, Forms and Account Specialist
Program Policy and Analytics
Land Titles & Surveys
Consumer, Registry and Strategic Services Division





Box 119
Stettler, AB T0C 2L0
Phone (403) 740-1572
Fax (587) 854 - 3176
Website: www.whitesandsab.ca
Email: cao@whitesandsab.ca

June 3, 2026

Honourable Devin Dreeshen
Minister of Transportation and Economic Corridors
Members of Executive Council
Executive Branch
127 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Dreeshen:

RE: Summer Village of White Sands – Urban Access Road

On behalf of the Summer Village of White Sands, we are writing to respectfully request Provincial review and consideration for an Urban Access Road for the Summer Village of White Sands. An Urban Access Road to White Sands could include Township Road 40-4 West of Highway 56 to White Sands for future designation and investment within Alberta's provincial transportation network or future secondary provincial route.

An Urban Access Road would serve as the primary regional access route for the Summer Village of White Sands and the broader Buffalo Lake south shore area. The roadway network supports residents, visitors, emergency services, agricultural operations, tourism activity, and significant seasonal recreational traffic throughout the region.

As identified through previous regional transportation discussions and the South Shore Traffic Study, the transportation corridor continues to play an important role in supporting regional access and transportation connectivity. Portions of the corridor remain gravel and are relied upon heavily during peak seasonal periods. We recognize the importance of maintaining safe and reliable access for residents and visitors, particularly during emergency response situations and periods of increased recreational traffic demand.

Currently, the Summer Village of White Sands is one of the few municipalities in Alberta without an upgraded provincial paved access route and we rely entirely on County-maintained infrastructure for primary access. While the County of Stettler continues to maintain the access corridor, both municipalities believe there is value in working collaboratively with the Province to explore opportunities for access road improvements, including potential future paving, regional transportation upgrades, and provincial partnership opportunities.

The Summer Village of White Sands is requesting Provincial consideration of Township Road 40-4 west of highway 56 to White Sands as a candidate for adoption into the Provincial Road Network as an Urban Access Road.

Provincial consideration of this access road supports several broader regional objectives, including:

- Public safety and emergency response access;
- Regional tourism and economic activity;
- Seasonal and recreational transportation demands;
- Long-term infrastructure resiliency and transportation planning; and
- Improved regional connectivity within the Buffalo Lake area.

This request is intended to initiate collaborative discussion and explore potential opportunities for future partnership between the Province and our local municipalities regarding this important regional transportation corridor.

We respectfully request the opportunity to meet with representatives from Alberta Transportation and Economic Corridors to further discuss the corridor, regional transportation needs, and potential opportunities for future provincial partnership and investment.

We appreciate your consideration and look forward to your response and future discussion regarding this important regional transportation matter.

Sincerely,



Dan Zombal
Mayor, Summer Village of White Sands

- cc: The Honourable Danielle Smith, Premier of Alberta
- cc: The Honourable Dan Williams, Minister of Municipal Affairs
- cc: The Honourable Jason Nixon, Minister of Finance
- cc: Nate Horner, MLA – Drumheller-Stettler
- cc: Reeve, County of Stettler No. 6
- cc: Yvette Cassidy, Chief Administrative Officer, County of Stettler No. 6
- cc: Mayor, Summer Village of Rochon Sands
- cc: John Jacobson, Chief Administrative Officer, Summer Village of Rochon Sands
- cc: Melissa Beebe, Chief Administrative Officer, Summer Village of White Sands



PRLS Board Meeting Minutes

May 21, 2026

The regular meeting of the Parkland Regional Library System Board was called to order at 10:06 a.m. on Thursday May 21, 2026 in the Combined Board Room, Lacombe.

Present: Janet Adam, Jackie AlMBERG, Denise Boniface, Laureen Clarke-Rennie, Curtis Cook, Shelley Cook, Teresa Cunningham, Sarah Fahey, Richard Forsberg, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Dustin Gillespie, Barb Gilliat, Matthew Goudy, Pam Hansen, Lindsay Holmen, Haley Amendt alt. for Joe Iwanicki, Dana Kreil, Troy Lambert, Hazen Letwin, Lori Lindseth, Julie Maplethorpe, Lyle McKellar, Joy-Anne Murphy, Scott Pfeiffer, Bill Rock, Matthew Sumegi, Leona Thorogood, Cory Twerdoclib, Carla Lloyd alt. for Teri Underhill, Carlene Wetthuhn, Shannon Wilcox, Stephen Wyse

Guests: Lindsey Bauman MNP, Erin Moir MNP

With Regrets: Delijiah Antaloczy, Skyla Attfield, Alison Barker-Jevne, Lana Curle, Todd Dalke, Kathy Hall, Ryanna Hansen, Bryce Liddle, Ricci Matthews, Leah Nelson, Cindy Orom, Maxine Steil

Absent: Les Fee, Kimberlee Hunter, Victor Kelly, Paul Looser, Darryl Motley, Marc Mousseau, Amanda Peffers, Sandy Shipton, Naomi Tercier

Staff: Karyn Goodwillie, Hailey Halberg, Kara Hamilton, Paige Mueller, Andrea Newland, Valerie Schellenberg, Ron Sheppard, Tim Spark

Call to Order

Meeting called to order at 10:06 a.m. by Barb Gilliat. Gilliat reviewed the ground rules of the meeting. Parkland staff introduced themselves.

Agenda

1.1.2 Adoption of the Agenda

Motion by Shannon Wilcox to accept the agenda as presented.

CARRIED

PRLS 14/2026

1.2. Approval of Minutes

Gilliat asked if there were any amendments to the February 26, 2026 minutes. There were none.



Motion by Carlene Wetthuhn to approve the minutes of the February 26, 2026 meeting as presented.

CARRIED
PRLS 15/2026

1.3. Business arising from the minutes of the February 26, 2026 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 Sarah Fahey to approve the consent agenda as presented.

CARRIED
PRLS 16/2026

3.1 2025 Parkland Audit

Lindsey Bauman and Erin Moir from MNP reviewed the 2025 Parkland audit. They 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, 2025, and the results of its operations 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 20th meeting.

Motion by Dana Kreil to receive for information the Parkland Regional Library Board 2025 Audit Findings Report for December 31, 2025 and the Financial Statements for December 31, 2025 as presented.

CARRIED
PRLS 17/2026

Erin Moir and Lindsey Bauman left the meeting at 10:17 a.m.

Leona Thorogood entered the meeting at 10:25 a.m.

3.2 PD Session – Parkland and Library Funding

Sheppard reviewed Parkland and Library funding. Karyn Goodwillie reviewed eContent costs and restrictions.

Motion by Scott Pfeiffer to accept the PD Session for information.

CARRIED
PRLS 18/2026



3.3 Parkland's 2027 Budget

Sheppard reviewed two of Parkland's proposed 2027 budget scenarios.

They have one difference between them. In one scenario, the budget provides all eligible staff a step up the salary grid in compliance with Parkland policy. In the other scenario, staff are provided a step and optional cost of living adjustment (COLA). COLA is calculated on a five-year blended average 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. COLA is currently calculated at 3.5% with steps on the grid equaling approximately 2.5%.

Despite significant advocacy efforts, there is little chance of an increase in funding from the provincial government.

At their April 23rd meeting, the Executive Committee requested a budget scenario where the requisition will be maintained at its current level of \$9.99 for 2027. To do this, it will be necessary to cut \$48,475 from Parkland's budget. Staff are working on scenarios in which services or products are reduced or eliminated to bring back to the Executive Committee for their consideration at their June meeting.

After a lively discussion, the board asked to see three budget scenarios, low, medium, and high, with a recommendation from the Executive Committee, with the intention of building up reserves for capital purchases and to cover amortization costs, which are not budgeted for, and must be taken from reserves.

Motion by Matt Goudy to build a 2027 budget that addresses reserve levels, capital purchases, and amortization costs.

CARRIED
PRLS 19/2026

Matt Goudy left the meeting at 11:36 a.m.

3.4 CAP Libraries

Sheppard reviewed. Parkland, along with all the major public libraries in Alberta, continues to lobby for increased funding for libraries. Unfortunately, but not surprisingly, no increase in library operating grants will be forthcoming in the Government of Alberta's (GOA) 2026-2027 budget. Notwithstanding this fact, Parkland and the other major libraries in Alberta will keep trying to persuade the GOA to provide more operational funding to library boards and an improved grant structure.

While Alberta's major public libraries are attempting to obtain additional funding, work continues to dissuade the GOA from involving itself in the curation of public library collections.



Concerningly, the Omnibus Bill 28 was passed on May 13th and includes provisions granting the Minister responsible for public libraries sweeping powers of inspection. The intent of this legislation is to keep materials that are considered to be pornographic unavailable to minors without some form of age verification or parental consent for patrons under 16 years of age. One of the problems with this scenario is that determining what is “pornographic” is highly subjective.

Public libraries across Alberta have expressed concerns about being able to meet potential new requirements. For example, libraries have identified significant cost pressures, including the construction of physically separate spaces, additional staffing to mediate access and verify age, and uncertainty related to an inspection regime that has not yet been fully defined.

The Minister has indicated these costs will not be funded by the province, leaving municipalities to absorb them; an expectation many may not be able to meet.

Concerns over Bill 28 has led to the development of the Coalition of Alberta Public Libraries (CAP Libraries). Collectively, this group represents 324 service points across Alberta, serving 99% of Albertans. Its membership includes libraries of all sizes and from every region of the province, including Alberta’s seven regional systems. CAP has a steering committee of four which include:

Pilar Martinez, CEO Edmonton Public Library

Sarah Meilleur, CEO Calgary Public Library

Ronald Sheppard, Director Parkland Regional Library System

Sharon Siga, CEO Strathcona County Library

Sheppard and Martinez were selected to be the principal media contacts for CAP.

After some discussion, the board agreed that they should support CAP in relation to their advocacy efforts regarding Bill 28.

Motion by Leona Thorogood that the Parkland Library Board advocate with CAP in relation to Bill 28 to determine financial and operational costs of the bill.

CARRIED

PRLS 20/2026

3.5 Policy Revision

Sheppard reviewed. While Parkland’s Cost of Living and Compensation policy states explicitly that when considering a Cost of Living Adjustment (COLA) to salaries, Parkland staff use *“the change in the Consumer Price Index (CPI), as reported by Statistics Canada...”*, the policy did not state that the calculations are based on the CPI specifically for Alberta. Since it has always been Parkland’s practice to use the CPI for Alberta when calculating COLA, staff advised adding wording to the policy to clarify that point.



At their April 23rd meeting, the Executive Committee passed a motion recommending the board approve the policy as amended.

Motion by Joy-Anne Murphy to approve the Cost of Living and Compensation Policy as amended.

CARRIED
PRLS 21/2026

Teresa Cunningham left the meeting at 12:12 a.m.

3.6 Parkland Investments

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

Given the current uncertainties of the global economy, staff recommended making 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.

After reviewing Parkland's investments at their April 23rd meeting, the Executive Committee decided to leave Parkland's investment strategy unchanged.

Motion by Shaleah Fox to receive for information.

CARRIED
PRLS 22/2026

3.7.1. Director's Report

3.7.2. Deputy Director's Report

3.7.3. IT Report

3.7.4. Finance & Operations Report

3.7.5. Marketing Report

Sheppard asked if there were any questions about the reports. There were none.

Motion by Janet Adam to receive the Director and Deputy Director's Reports, IT Report, Finance & Operations Report and Marketing Report for information.

CARRIED
PRLS 23/2026

3.8. Parkland Community Update

The Alberta Library Trustees' Association (ALTA) has three years of the Lorne McRae Intellectual Freedom Fund bursary to give out. The bursary is awarded to a person or organization who exemplifies the values and beliefs of Lorne MacRae and encourages,



enlightens, and empowers the importance of Intellectual Freedom. See the application form here: <https://forms.gle/3JKaAH7G89fq1PZg6>

Sylvan Lake Municipal Library is undergoing an organizational review and considering investing in a new building in the next 5 years. They have also recently installed security cameras.

Cremona Municipal Library is celebrating their 55th anniversary on July first. For the 55 days prior to their celebration, they are posting positivity regarding the public library each day on social media.

Join the fellowship of the **Camrose Public Library** and the Chester Ronning Centre for an evening of film and conversation focused on the challenges facing public libraries and how we can support them in Alberta.

The event will feature a screening of *The Librarians*, and a panel discussion with Kerri Danner and Alyssa Martin, moderated by Joseph Wiebe.

4. **Adjournment**

Motion by Leona Thorogood to adjourn the meeting at 12:17 p.m.

CARRIED

PRLS 24/202

Chair



PRLS BOARD TALK

Highlights of the Parkland Regional Library Board Meeting

MAY 21, 2026

2025 Parkland Audit

Parkland's audit was presented to the board by MNPs Lindsey Bauman and Erin Moir. The audit reports were previously presented by Bauman and Moir at the March Executive Committee meeting where they were approved.

Moir noted that there were no recommendations in the management letter this year, which shows the commitment of Parkland Staff to ensuring Parkland has sound financial management.

A copy of the Auditor's Report and Report to the Board has been sent to your municipality.

PRLS 2027 Budget

Parkland has begun working on the 2027 budget. Following the discussion at the board meeting, staff have been instructed to develop multiple scenarios which vary from no increase in the per capita requisition to one suggestion that the levy be increased by over a dollar. What fueled the discussion was the sustainability of Parkland's reserves. Traditionally, the Parkland Board has never allowed for funds to be budgeted for reserves or amortization expenses. Both Parkland's vehicle and Technology reserves could be entirely depleted in four years or less if additional income is not forthcoming. All major capital purchases made by Parkland are made by using reserve funds. The only way Parkland's reserves are replenished is through operating surplus. However, Parkland has seen a decline in surplus over the last few years and so reserve values are dropping. Another relevant factor is that the Government of Alberta has

made it clear that the provincial government will not be providing any increase in the provincial operating grant in the foreseeable future.

CAP Libraries

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Committee News from Trustees

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Board Members Present

(In-Person) Janet Adam, Jackie Almberg, Denise Boniface, Laureen Clarke-Rennie, Curtis Cook, Shelley Cook, Teresa Cunningham, Sarah Fahey, Richard Forsberg, Elaine Fossen, Shaleah Fox, Dwayne Fulton, Dustin Gillespie, Barb Gilliat, Matthew Goudy, Pam Hansen, Lindsay Holmen, Haley Amendt alt. for Joe

Iwanicki, Dana Kreil, Troy Lambert, Hazen Letwin, Lori Lindseth, Julie Maplethorpe, Lyle McKellar, Joy-Anne Murphy, Scott Pfeiffer, Bill Rock, Matthew Sumegi, Leona Thorogood, Cory Twerdoclib, Carla Lloyd alt. for Teri Underhill, Carlene Wetthuhn, Shannon Wilcox, Stephen Wyse

Regrets

Delijiah Antaloczy, Skyla Attfield, Alison Barker-Jevne, Lana Curle, Todd Dalke, Kathy Hall, Ryanna Hansen, Bryce Liddle, Ricci Matthews, Leah Nelson, Cindy Orom, Maxine Steil

Absent

Les Fee, Kimberlee Hunter, Victor Kelly, Paul Looser, Darryl Motley, Marc Mousseau, Amanda Peffers, Sandy Shipton, Naomi Tercier

Guests

Lindsey Bauman & Erin Moir, MNP

Next Meeting: September 17, 2026 (Zoom)

For more information, or if you want a copy of the draft minutes from this board meeting, please contact PRLS.



Stettler Public Library

Annual Report 2025

The library had 2,700 open hours in 2025!



1,407 people have a card at our library



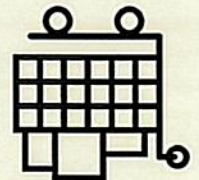
71,031 people walked through our doors last year



In addition to 26,511 website visits



The library added 1,353 new items last year



Bringing the total collection to 26,130



There were 11,367 downloads of e-Content



Contributing to a total of 88,612 checkouts!



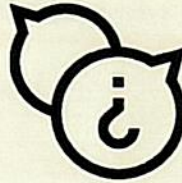
We lent our items to libraries outside of our system 15,440 times



And brought in 45,668 items upon patron request



We answered 3,950 reference questions



And assisted with over 2,000 tech assistance requests



Our service is delivered by a dedicated team of 6.77 FTE staff



And 5 amazing volunteers



We offered 667 in-person programs



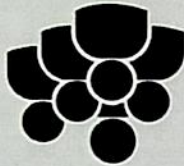
10 virtual programs



And 22 digital literacy programs



14,352 people attended in total!



And our Wi-Fi had 74,205 connections!



1 mobile devices available for loan



The library has 15 public computers

