



AGENDA

REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD to be held Monday, May 25, 2026, 5:00 p.m., Town of Tofield Administration Building, Council Chambers

1. Present

2. Call to Order

“As we gather today as elected officials, administration, and members of the Town of Tofield community, we respectfully acknowledge that we live, work, and play on the traditional lands of Treaty 6. Treaty 6 is the ancestral territory of the Cree, Dakota, Nakota, and Saulteaux peoples, and the homeland of the Métis Nation. We honour the enduring relationship between these Nations and this land, and we express our gratitude and respect to the Indigenous and Métis ancestors, Elders, knowledge keepers, adults, and youth—past, present, and future—who continue to care for this place and guide our shared path forward.”

3. Adoption of Agenda

4. Minutes

- (a) Minutes of the Regular meeting of Council of the Town of Tofield held May 11, 2026.

5. Delegation

- (a) Peter Scholz, Director of Planning, Urbanics will be present to provide an overview and proposal on transportation.

6. Correspondence

- Quarterly RCMP Policing statistics, provided by Tofield Staff Sergeant, Clayton Mamchur;
- Briefing Notes of the regular meeting of BESC held May 13, 2026; and
- Municipal Affairs and Housing Statutes Amendment Act, 2026.

7. New Business

- (a) Request for Decision, Policy 2.24 Privacy Management
- (b) Strategic Planning

8. Council Reports

9. Closed Session

Division 2 – 26(1) a (ii) Disclosure harmful to intergovernmental relations
– *Access To Information Act.*

10. Adjournment

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD held Monday, May 11, 2026, Town of Tofield Administration Building Council Chambers

PRESENT

1. Mayor Hall; Councillors Taylor, Durrant, Terpstra (5:01 p.m.) and Chehade; Chief Administrative Officer Edwards.

Also Present: Kari Janzen, Tofield Mercury, Glenda Farnden, STARS, Pat McFeely, Karen Belich and Lyle Albrecht, Battle River School Division.

CALL TO ORDER

2. Mayor Hall called the meeting to order at 5:00 p.m.

"As we gather today as elected officials, administration, and members of the Town of Tofield community, we respectfully acknowledge that we live, work, and play on the traditional lands of Treaty 6. Treaty 6 is the ancestral territory of the Cree, Dakota, Nakota, and Saulteaux peoples, and the homeland of the Métis Nation. We honour the enduring relationship between these Nations and this land, and we express our gratitude and respect to the Indigenous and Métis ancestors, Elders, knowledge keepers, adults, and youth—past, present, and future—who continue to care for this place and guide our shared path forward."

ADOPTION OF AGENDA

01-05-26

3. **MOVED** by Taylor that the Agenda be approved as presented.

CARRIED UNANIMOUSLY

MINUTES

02-05-26

4. (a) **MOVED** by Durrant that the Minutes of the Regular meeting of Council of the Town of Tofield held April 27, 2026, be approved as presented.

DELEGATION

5. (a) 5:00 p.m. Glenda Farnden, Sr. Municipal Relations Liaison, STARS was present to provide a yearly overview.

Farnden left the meeting at 5:22 p.m.

- (b) 5:22 p.m. Trustees from Battle River School Division were present to provide introductions and an overview.

Delegation left the meeting at 6:15 p.m.

**Minutes of the Town of Tofield Regular Council Meeting
May 11, 2026**

FINANCIAL

6. (a) **MOVED** by Terpstra that the Monthly Financial Statement for the period ending April 30, 2026, be approved.

03-05-26

CARRIED UNANIMOUSLY

- (b) **MOVED** by Chehade that the Budget Report for the month ending April 30, 2026 be approved.

04-05-26

CARRIED UNANIMOUSLY

- (c) **MOVED** by Chehade that the Open Payables for the months of April and May 2026 in the total amount of \$995,492.49 be approved for payment.

05-05-26

CARRIED UNANIMOUSLY

CORRESPONDENCE

7. The following Correspondence was presented:

- Letter from Honorable Demetrios Nicolaides to Mayor Adam Hall, regarding concerns over Battle River School Division's School proposal; and
- Letter from Dana Mackie, Chief Executive Officer, AB Munis, regarding recent school site changes.

MOVED by Durrant that the Correspondence be received and filed.

06-05-26

CARRIED UNANIMOUSLY

NEW BUSINESS

8. (a) Request from Tofield and District Chamber of Commerce for Promenade sponsorship.

MOVED by Durrant that the Town of Tofield provide the Tofield and District Chamber of Commerce a \$2,000 sponsorship for the 2026 promenade.

07-05-26

CARRIED UNANIMOUSLY

- (b) Alberta Transportation – Intersection of 50th Street and Highway 834.

Janzen left the meeting at 6:26 p.m.

**Minutes of the Town of Tofield Regular Council Meeting
May 11, 2026**

CLOSED SESSION

9. **MOVED** by Hall that Council meet in Closed Session at 6:27 p.m. to discuss matters under the *Access to Information Act* as follows:

Division 2 – Section 26(1)(a)(ii) – Disclosure harmful to Intergovernmental Relations - *Access to Information Act*.

08-05-26

CARRIED UNANIMOUSLY

MOVED by Hall to revert to the regular session at 7:12 p.m.

09-05-26

CARRIED UNANIMOUSLY

No public present.

ADJOURNMENT

10. **MOVED** by Chehade that the meeting adjourn at 7:13 p.m.

10-05-26

MAYOR

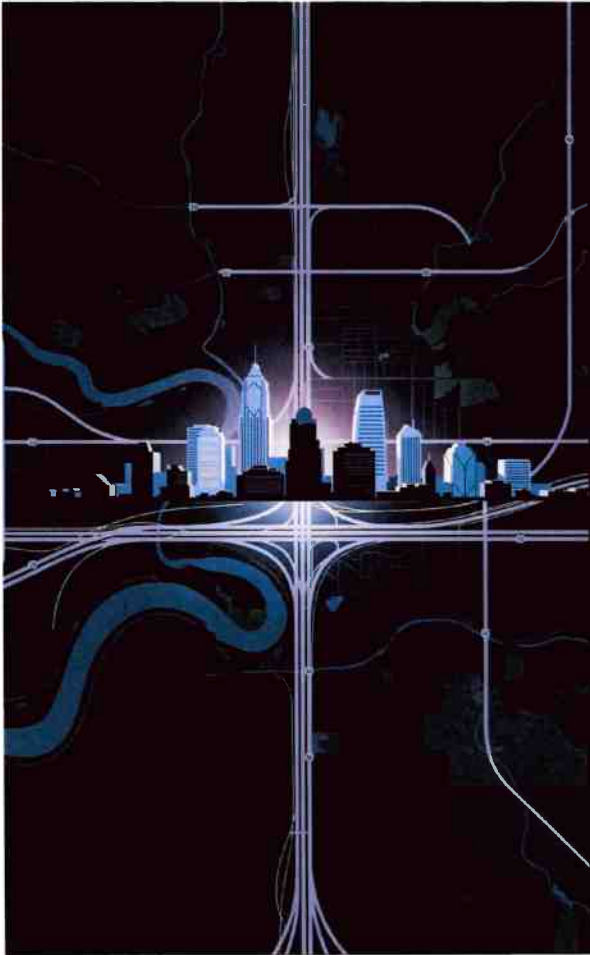
CHIEF ADMINISTRATIVE OFFICER

UNAPPROVED



Passenger Rail, Municipal Growth, and Value Capture in the Edmonton Metropolitan Region

How station planning can transform regional growth and municipal finances



Passenger Rail and Municipal Opportunity

Passenger rail is not merely a transportation investment — it reshapes regional settlement patterns, drives land value, and creates long-term municipal fiscal capacity. The Edmonton Metropolitan Region stands at a pivotal planning moment.

Edmonton

Regional centre and terminus

Sherwood Park

Eastern corridor anchor

Tofield

Potential commuter town

Why Passenger Rail Often Underperforms in North America

Most rail projects fail not because of the technology, but because of the conditions built around them. Municipalities control several of the most critical variables.

Network & Service

Fragmented **planning** and unreliable service **suppress** ridership.

Passenger Experience

Poor stations and weak last-mile links deter **regular use**.

Value Capture

Missed land value uplift leaves **no** revenue return.

Where Municipalities Control Outcomes

Rail success is a shared responsibility between provinces and municipalities. Provinces fund and operate service — but municipalities determine how much value is created.

- **Key Principle:** Municipal decisions on zoning, walkability, and value capture frameworks are as important as the train itself.



Station Area
Planning



Transit Connections



Walkability



Zoning Capacity

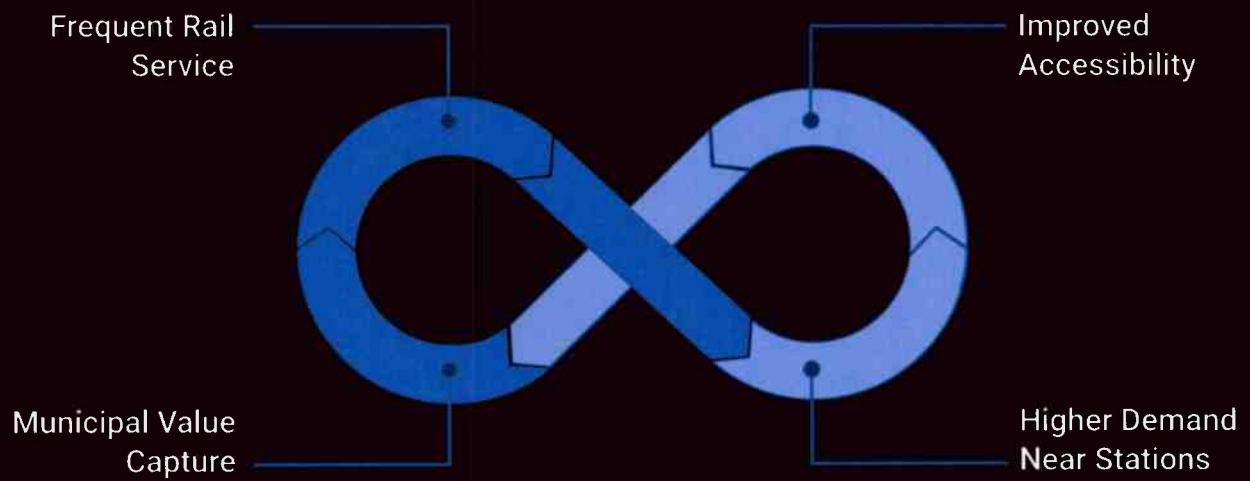


Parking Policy



Value Capture




The Rail-Real Estate Feedback Loop



Rail works best when **transportation investment and** land economics reinforce each other. Breaking any link in this cycle — through poor service, weak **planning**, or absent **value capture** — diminishes returns for all parties.

Three Rail Value Regimes – And What Each Changes

Same **rail** line – very different **outcomes**. Frequency determines which regime you're in.

 <h3>Access Rail</h3> <ul style="list-style-type: none"> • 2–6 trains/day • Town-wide housing uplift • More people move to town; some reinforcement if downtown. 	 <h3>Commuter Rail</h3> <ul style="list-style-type: none"> • ~10–30 trains/day • Emerging station-area premium 	 <h3>Transit Urbanization</h3> <ul style="list-style-type: none"> • 60+ trains/day • Dense TOD nodes • Station becomes an urban node
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Regime	What Changes	What Doesn't
Access	More people move to town	Station beings to support Main Street
Commuter	Station starts to matter	Still car-dependent but rail becomes part of everyday life
Transit	Station becomes urban node	–

Value Geography & Capture Strategy by Regime

Access Rail

Value geography: Diffuse (entire town)

Capture tools:

- Land banking
- Subdivision strategy
- **Tax** base growth

Commuter Rail

Value geography: Semi-concentrated (near station + corridors)

Capture tools:

- Station rezoning
- Density bonuses
- **Joint** development (limited)

Transit Rail

Value geography: Highly concentrated (station radius)

Capture tools:

- TOD / **air rights**
- Land assembly
- **Special districts**

You cannot apply TOD tools to access-level rail and expect results

The Correct Mental Model

Low frequency → creates access value

Medium frequency → creates station value

High frequency → creates urban value

☐ *The mistake is assuming all rail produces TOD*

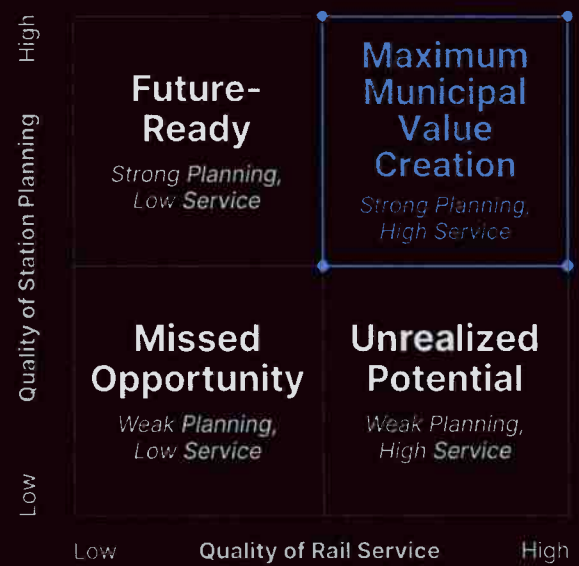
Not: 'Will rail create value?'

But: 'Where will value appear — and who controls it before it does?'

The Value Capture Matrix

Municipal value creation from rail depends on two factors working together: the quality of rail service, and the quality of station area planning. Neither alone is sufficient.

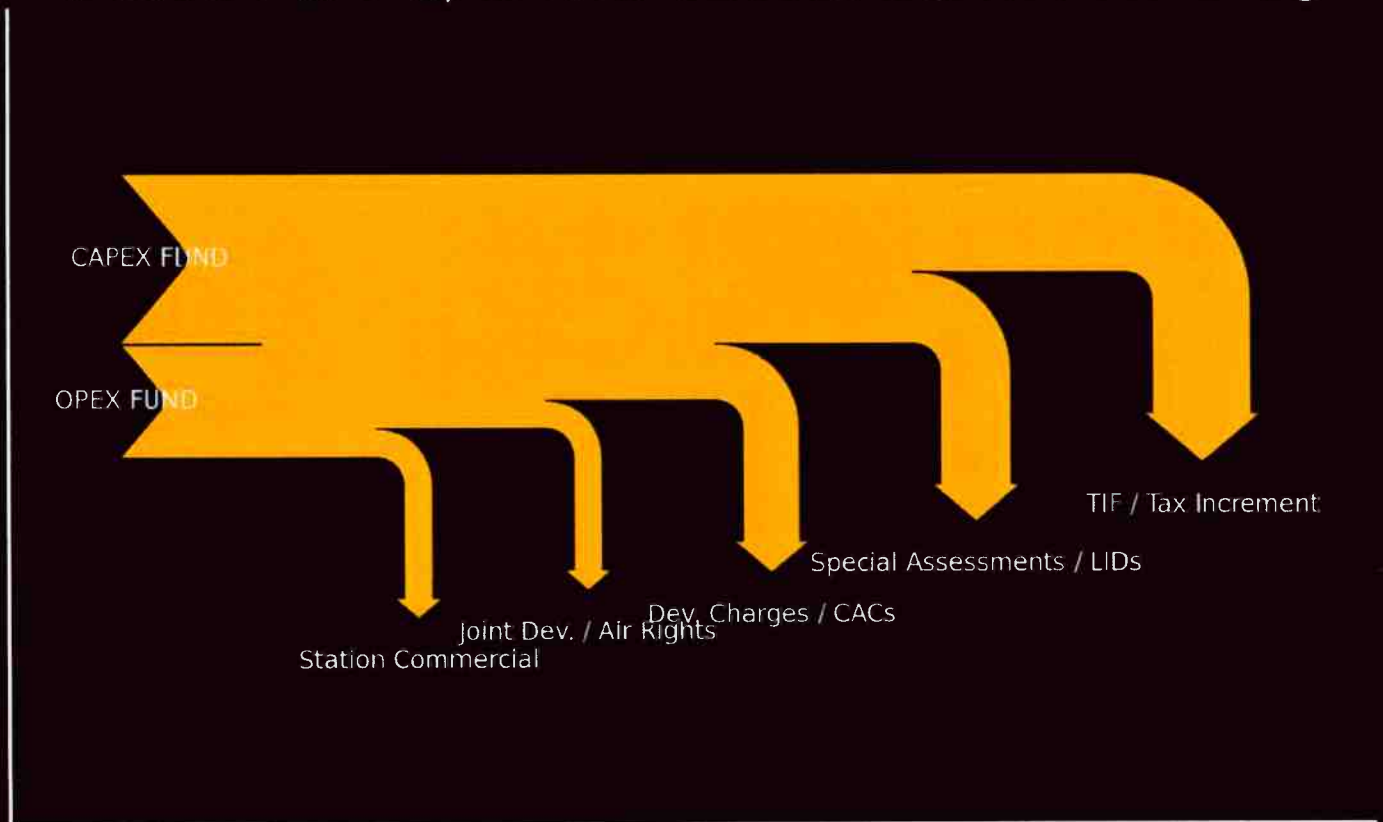
- ❑ **Target Quadrant:** High service quality + strong station planning = maximum municipal value creation.



How Value Capture Funds Rail

Value capture mechanisms convert station area land value gains into direct funding for rail capital and operating costs – closing the gap between what rail costs and what it generates.

Illustrative value capture flows from station areas to rail funding



Illustrative Sankey diagram showing value capture flows – from station area revenue sources (TIF, Special Assessments, Development Charges, Air Rights, Station Commercial) into CAPEX and OPEX funding streams.

Metro Edmonton Growth Reality

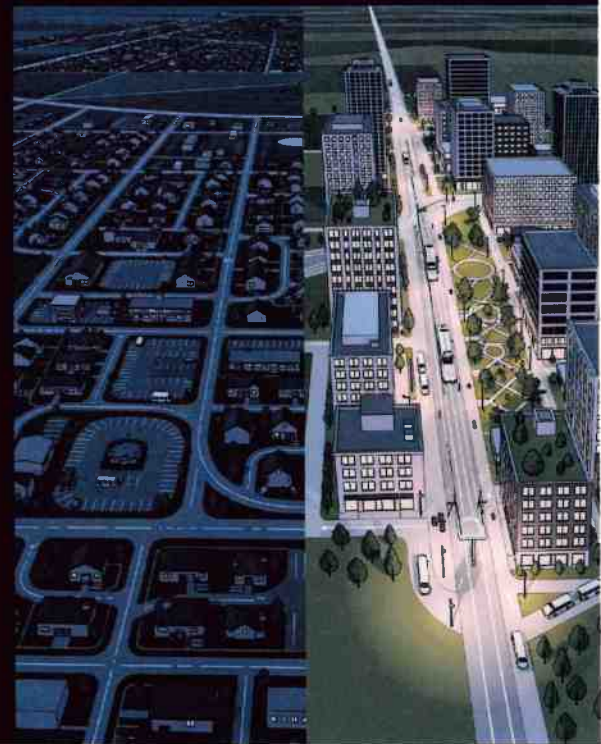
The Edmonton Metropolitan Region **is** projected **to grow** substantially over the next 20–25 years. The critical planning question is **not** *how much* growth — but **where** and in **what form** that growth occurs.

Highway-Led Expansion

Dispersed, car-dependent growth **extending outward** from Edmonton — high infrastructure costs, **low** fiscal return per acre.

Rail-Oriented Communities

Concentrated growth around **stations** in **connected** towns — lower per-unit servicing costs, stronger tax base, better quality of life.



Rail Can Reshape Settlement Patterns



How Commuter Rail Builds Towns

Where commuter rail service **is** frequent and **reliable**, **communities** form around stations rather than highways.

→ Bedroom Communities

Residential growth oriented around **daily** commute patterns

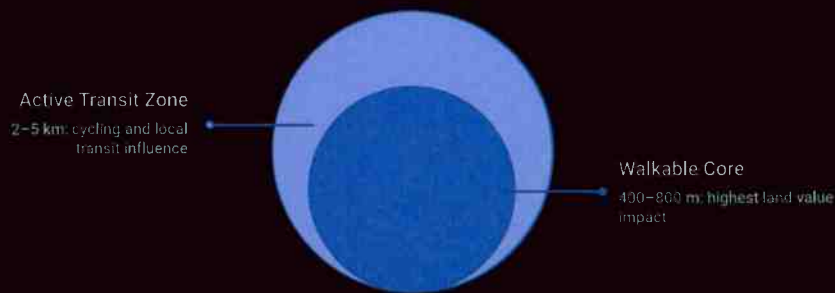
→ Station-Centred Town Growth

Mixed-use **cores** develop within walking distance of **platforms**

→ Densification Near Stations

Higher-density housing **replaces** low-yield land uses in **the** catchment zone

Station Area Influence Radius



Economic Impact Extends Beyond the Platform

Station influence extends well beyond the immediate platform. Understanding the catchment geography is foundational to both zoning policy and value capture planning.

1

Walking Catchment

400-800 metres. Highest land value uplift. Primary target for mixed-use zoning and density bonuses.

2

Extended Catchment

2-5 km with cycling infrastructure and local transit feeder routes. Significant residential demand potential.

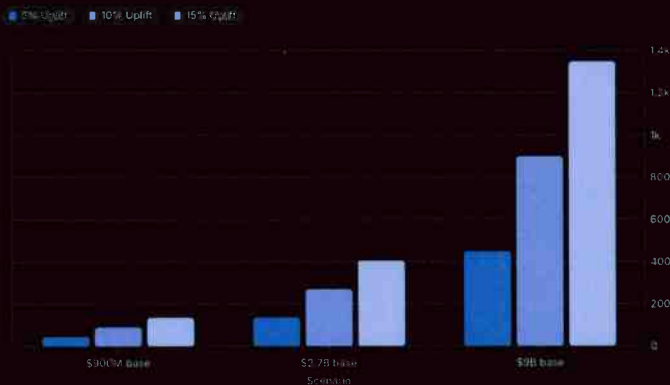
Illustrative Scenario: Sherwood Park Station

The following scenarios are illustrative estimates based on comparable commuter rail developments. Actual outcomes depend on service frequency, planning decisions, and market conditions.

Scenario	Low Case	Moderate Case	Transformative
Population in influence area	5,000	15,000	50,000+
Housing units	2,000	6,000	20,000+
Avg. home value assumption	\$450,000	\$450,000	\$450,000
Total residential value	\$900M	\$2.7B	\$9B+

- These are planning-range scenarios, **not** forecasts. They illustrate the order of magnitude of potential outcomes under different service **and** planning conditions.

Potential Real Estate Uplift: Sherwood Park



Accessibility Drives Value

Station proximity consistently increases real estate values by reducing commute cost and time. Conservative international evidence supports uplift of 5–15% within the primary catchment zone.

- 5% uplift – conservative, weak service, limited planning
- 10% uplift – moderate service, reasonable station planning
- 15% uplift – frequent service, strong transit-oriented development

Values shown in millions (CAD). These are illustrative ranges.

Illustrative Scenario: Tofield Station

Smaller communities can grow substantially when connected to a regional labour market by **reliable** rail. Rail transforms a rural town's growth ceiling.

Scenario	Population	Total Residential Value
Low Case	3,000	\$350M
Moderate Case	10,000	\$1.2B
Transformative	30,000+	\$3B+

Average home value assumption: \$350,000

The Commuter Town Model

Rail allows smaller communities to become viable **commuter towns**. This is a well-documented pattern in Switzerland, Japan, and the Netherlands.

- ☐ Rail does not **just** serve existing demand — it **creates new demand** in **places** that would otherwise stagnate.

TOD Zoning Framework: Tofield Station Area

At a target population of 3,000–6,000 people, Tofield's station area can support a compact, walkable TOD district. The zoning framework below reflects three (conceptual) intensity tiers radiating from the station platform.



- ☐ Zoning designations should be adopted in advance of rail service to capture land value uplift before private market anticipation drives prices.

Municipal Value Capture Potential

Value Capture Formula

$$\text{Capture} = \frac{\text{Population}}{\text{Persons/HH}} \times \text{Avg. Unit Value} \times \text{Uplift\%} \times \text{Capture\%}$$

If \$1 billion in new assessed value is created near a station:

10% Capture Rate

→ \$100 million in municipal revenue

20% Capture Rate

→ \$200 million in municipal revenue

Available Value Capture Tools

Special Assessments

Levy on properties benefiting from proximity to station infrastructure

Density Busing

Additional floor area ratio granted in exchange for community amenity contributions.

Development Charges

Structured charges on new development to recover servicing and infrastructure costs

Station Joint Development

Direct municipal participation in station-area real estate through land ownership or partnership

The Strategic Opportunity

Rail investment can shape growth into a network of connected communities.



Reduce Congestion

Shift trips from highways to rail.



Expand Labour Markets

Link workers and jobs across the region.



Increase Housing Supply

Enable higher-density station-area housing.



Strengthen Town Centres

Anchor local business and services.



Generate Municipal Revenue

Capture uplift for long-term fiscal capacity.

What Municipalities Should Do Now

Municipalities do **not** need to wait for provincial rail commitments to begin preparing. The planning work today determines the **value** captured tomorrow.

01

Identify Station Locations

Map likely station sites before **land** values rise and options **narrow**.

02

Reserve Land

Secure station-area land through purchase, **right-of-first-refusal**, or zoning protections.

03

Plan Zoning Capacity

Designate **station** areas for **mixed-use**, **higher-density** development.

04

Prepare Value Capture Frameworks

Adopt **tools** – development charges, density bonuses, **special assessments** – **before** pressure arrives.

05

Integrate Local Transit

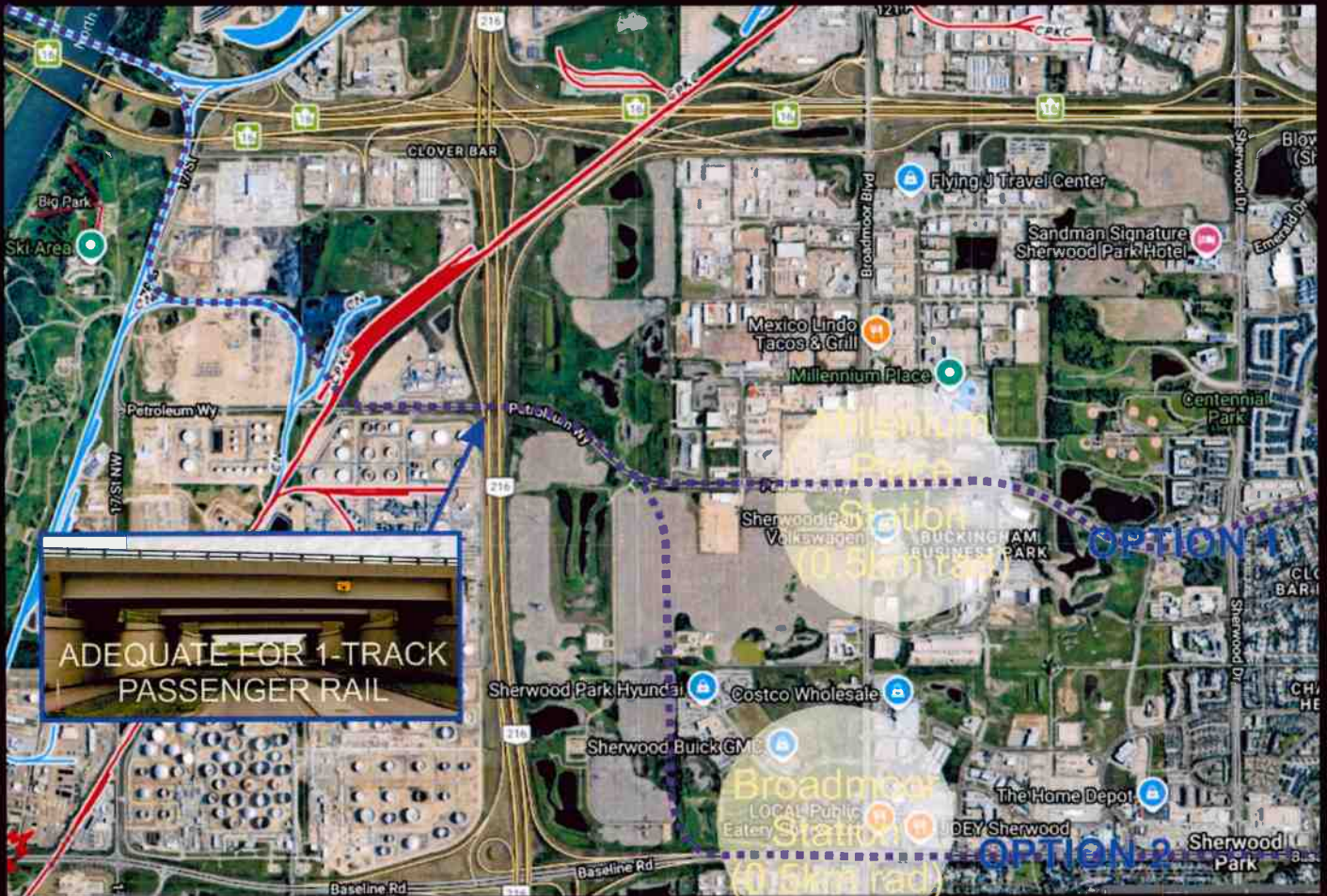
Design feeder bus and active **transportation** networks to extend ridership from **day one**.



Why Build Two When One Will Do? Efficient Use of Track: The Lausanne Model

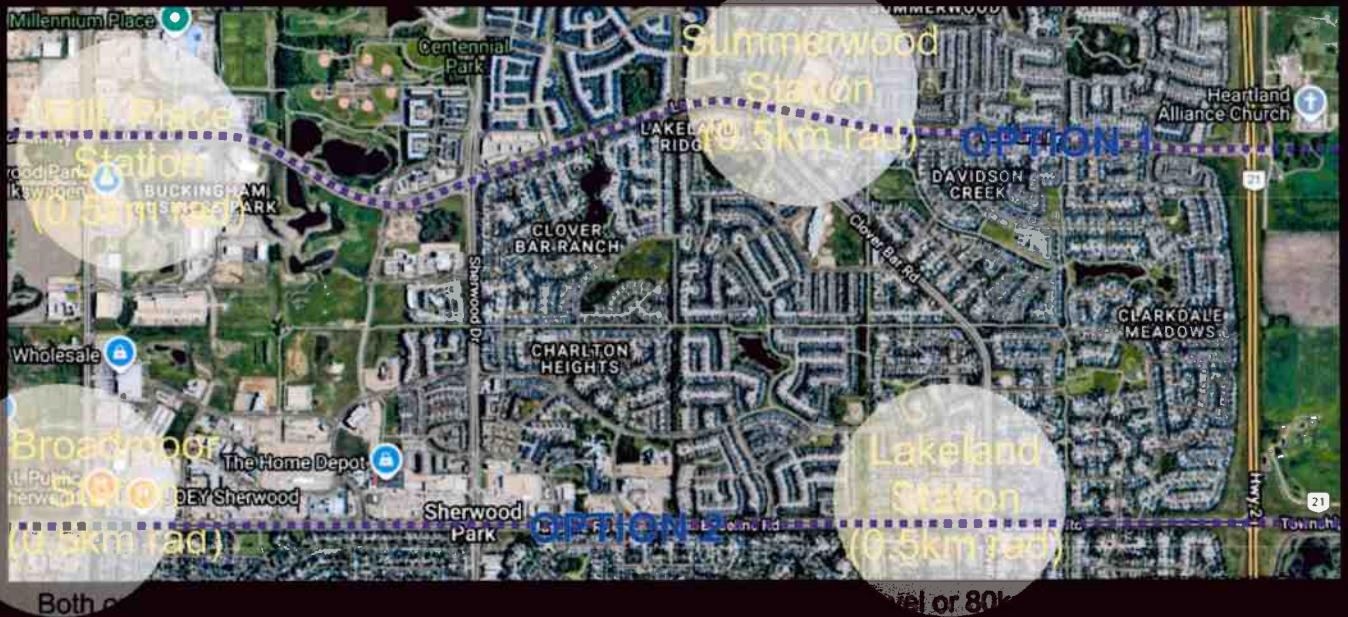
The Lausanne Model demonstrates how by using train stations for allowing trains to pass each other, and using single track for most of the route, costs are significantly reduced. This model very likely suitable for Edmonton-Sherwood Park-Tofield

Potential Rail Access to Sherwood Park from Edmonton



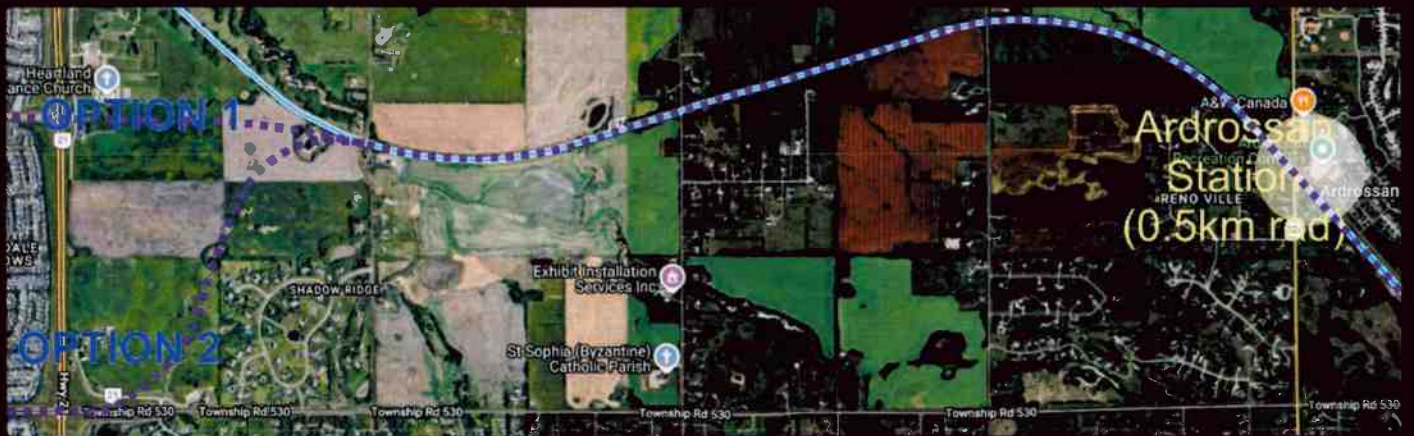
Two potential rail corridor connecting Edmonton to Sherwood Park, focused on a Millennium Place Station (Option 1 routing) or a Broadmoor Station (Option 2 routing). Transformative growth potential in this area. The existing overpass at Petroleum Way is high and wide enough for 1-track passenger rail. There is also physical space for an industrial commuter stop at Suncor.

Two Potential Routes Through Sherwood Park



This map shows the two potential rail routes through Sherwood Park, each with two potential station locations. Option 1 (northern route) includes stations at Millenium Place and Summerwood. Option 2 (southern route) includes stations at Broadmoor and Lakeland. Both options involve single-track in the median; 50km/h for ground level or 80km/h if a causeway.

Sherwood Park to Ardrossan: Routes Merge to Existing Track



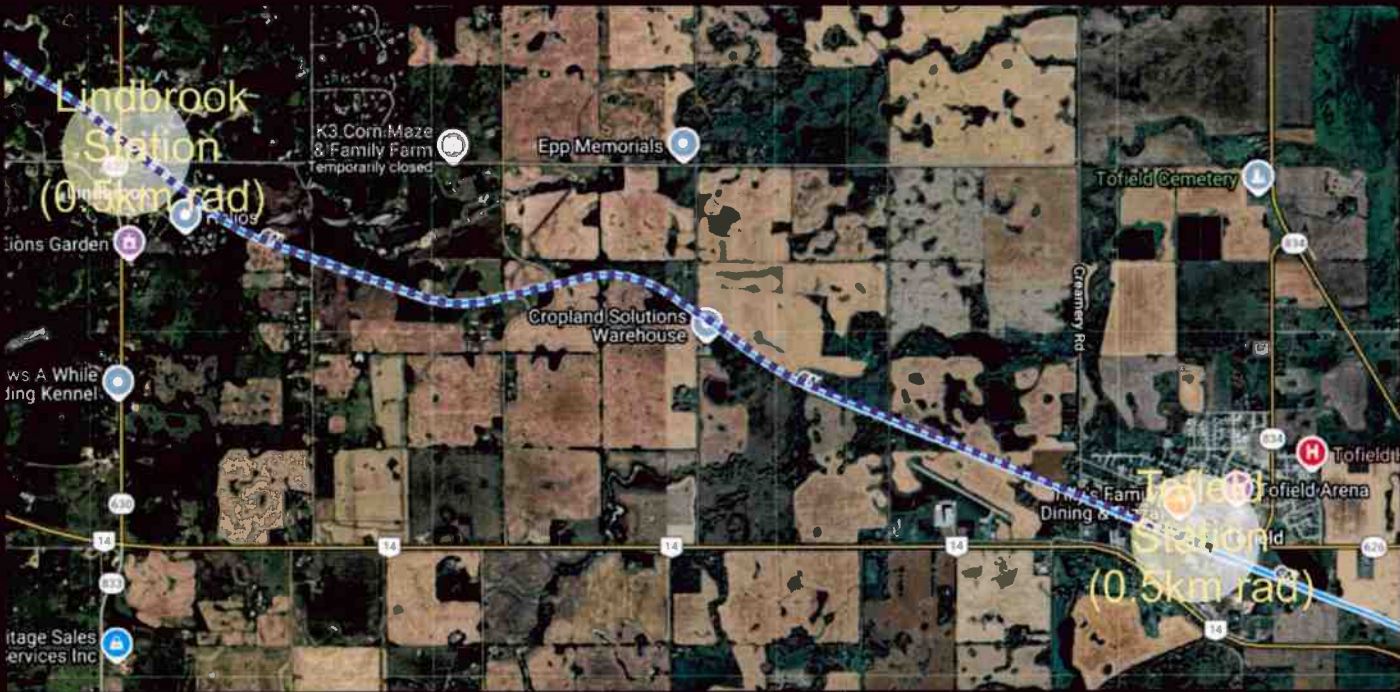
Both Option 1 (northern route) and Option 2 (southern route) through Sherwood Park merge back into a single corridor east of the urban area, continuing to future Ardrossan Station on existing track. Sidings will be needed at stations for freight train passage.

Deville-Cooking Lake: A Greenfield Station and New Community



Between Ardrossan and the existing rail corridor, the Deville-Cooking Lake area presents an opportunity for a greenfield station and an entirely new community. This location could support planned transit-oriented development from the ground up — designed around rail access from the outset.

Continuing East: Lindbrook and Tofield Stations



The rail corridor continues east to two final station options: Lindbrook and Tofield. Both would share the same single-track line.



Discussion

Where do we go from here?

Station Locations

Where should stations be located, and which sites should be reserved or studied now?

Municipal Preparation

How can your municipality prepare now with zoning, land assembly, and value capture?

Regional Alignment

How can rail planning and local land use planning reinforce each other across the Edmonton Metropolitan Region?



May 14, 2026

Mr. Jeff Edwards
CAO
Tofield, Alberta

Dear Mr. Edwards,

Please find attached the quarterly Community Policing Report for the period of January 1st to March 31st, 2026. This report provides an overview of human resources, financial information, and crime statistics for the Tofield Detachment, and reflects the ongoing priorities identified by the community we serve.

In addition to the information contained in the attached report, I would also like to highlight a significant national development that will impact frontline policing operations in the coming months. The RCMP has recently awarded a contract for a new modernized general duty service pistol, marking an important step in enhancing public and officer safety, as well as operational effectiveness.

The selected model is the Glock 45 MOS 7 Duty Pistol. This modernized pistol will be issued as part of a comprehensive package, including a red dot sight (Aimpoint Acro P-2), a weapon-mounted light (Streamlight TLR-7X), three magazines, interchangeable grip components, a lanyard loop attachment, a Safariland duty holster, and a secure carrying case.

The rollout will occur in phases with priority given to frontline officers. Distribution across RCMP divisions will be based on operational needs, and full deployment is anticipated by summer 2028.

A transition of this scale requires comprehensive training to ensure safe and effective use. A training program has been developed and will begin rolling out to instructors this summer. A mandatory four-day training program for frontline officers is expected to follow in late summer and fall, concluding with annual firearms qualification. Training schedules are being developed to ensure there is no impact to frontline service delivery levels.

This modernization effort reflects the RCMP's ongoing commitment to ensuring officers have the appropriate tools and training to serve their communities safely and effectively. Investments in equipment such as this are essential to maintaining high standards of policing and adapting to evolving operational demands.

We remain committed to transparency and to keeping our municipal partners informed of significant developments that impact policing services in your community. Should you have any questions or wish to discuss this initiative further, please do not hesitate to reach out.



Sincerely,

Sgt. Clayton Mamchur
Detachment Commander
Tofield RCMP Detachment



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Tofield

Detachment Commander

Sgt. Clayton Mamchur

Report Date

May 14, 2026

Fiscal Year

2025-26

Quarter

Q4 (January - March)

Community Priorities

Priority #1: Crime Reduction – Property Crime

Updates and Comments:

During Q4 Tofield members have continued working with support units to reduce rural crime. Unfortunately, proactive efforts have been hampered by significant resource shortages. I am proud of the effort and conscientiousness my membership has demonstrated in the face of these challenges. Members routinely engage Victim Services, Probation and Child Protection to further support public safety. Hot spot patrols have continued, and members frequent these areas proactively during their patrols (when time permits) and incorporate them when travelling to and from unrelated calls for service. Tofield members have specifically focussed on addressing rural crime throughout our area. They routinely complete hotspot patrols and engage appropriate support units (IDENT, etc.) to identify those responsible.





Priority #2: Community Relationship – Consultation & Connections

Updates and Comments:

Members have continued attending their assigned schools. Due to resource shortages, additional assistance in maintaining this community objective has been obtained from our Traffic Unit. Presentations have been completed and SAFE plans revisited. Media releases continued during this quarter and efforts were made to prioritize proactive reporting. Tofield has a positive relationship with our local media outlets. Once local resource shortages stabilize, additional effort will be extended to further support this relationship. Communication has been maintained throughout the quarter with our enforcement partners, CAO's and media. Presentations have been made to Town/County Councils and concerns promptly addressed.

Priority #3: Enhanced Road Safety

Updates and Comments:

Due to resource shortages, the capacity for Tofield Detachment to complete proactive traffic enforcement has declined this quarter. To supplement local efforts, the Traffic Unit has been fully engaged and regularly patrols problematic areas (i.e.: school zones, etc.). Positive relations have also been maintained with the CPO's and areas that could benefit from additional traffic enforcement have been identified and focused on. Incoming Seconded and OT members have additionally been tasked with completing traffic enforcement and visibility patrols throughout our area. The Capital East Traffic Unit covers Tofield's Detachment area has further assisted by completing school presentations. Tofield's CPO was also engaged and assisted in that joint effort. Despite our local shortages, by specifically engaging our enforcement partners, Tofield Detachment has effectively addressed and reduced dangerous driving behaviours.



Community Consultations

Consultation #1

Date Click or tap to enter a date.	Meeting Type Choose an item.
Topics Discussed Information Sharing and Community Engagement	
Notes/Comments: Meetings with community leaders continued throughout this quarter. Of note, discussions with Tofield and Beaver County regarding the old Detachment demolition schedule were held, meetings with Ryley regarding their Citizens on Patrol program were held and direct assistance provided (to address community by-law issues). Contact information and resources were also provided to Holden to help them establish their own Citizens on Patrol group. Presentations to council were completed in Tofield, Holden and Beaver County. Additional meetings with enforcement partners (Traffic Unit and Tofield's Community Peace Officer) were frequently conducted throughout the quarter to anticipate, identify and address local concerns. Advance notice continues to be proactively shared with community leaders regarding high-risk files or concerning incidents occurring within our communities. Media releases were routinely distributed to apprise the public of relevant police involvements.	





Provincial Service Composition

Staffing Category	Established Positions	Working	Temporary Absences	Hard Vacancies
Regular Members	6	4	2	0
Detachment Support	2	1	0	1

Notes:

1. Data extracted on March 31, 2026 and is subject to change.
2. Temporary Absences are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the six established positions, four officers are currently working with two officers on long-term temporary absence (medical leave). There are presently no hard vacancies.

Due to injury, one of the four officers working is strictly confined to administrative duties. This leaves three fully operational members (out of six).

To supplement resources and ensure appropriate coverage is maintained, the Relief Team was deployed for approximately eight weeks. Following that, a member was temporarily seconded to Tofield from Elk Point for a couple of weeks. Staffing has been notified and the Reservist program canvassed. External overtime (OT) resources have been consistently brought in to cover additional resource gaps (ie: due to unanticipated illness, etc.). Schedule changes have been implemented to further secure coverage - despite this resource picture. Work continues with the Eastern Alberta District management team to implement a long-term/sustainable plan and bolster the local resources available. Assistance agreements with nearby Detachments (Viking, Killam and Sherwood Park) have been strengthened. Tofield is additionally expecting a new member from Depot to join our team in June.

Detachment Support: Of the two established positions, one resource is currently working. There are no temporary absences and one hard vacancy (as of March 31, 2026). Note: Tofield's second Detachment Support Assistant started on April 27, 2026, is a welcome addition to our team and has been providing some much-needed assistance.





Tofield Provincial Detachment Crime Statistics (Actual) January to March: 2022 - 2026

All categories contain "Attempted" and/or "Completed"

April 7, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		0	1	0	1	2	N/A	100%	0.4
Other Sexual Offences		1	0	1	4	0	-100%	-100%	0.2
Assault		10	15	10	9	15	50%	67%	0.4
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	1	0	1	0	N/A	-100%	0.0
Criminal Harassment		2	2	1	1	7	250%	600%	0.9
Uttering Threats		3	10	2	5	6	100%	20%	0.1
TOTAL PERSONS		17	29	14	21	30	76%	43%	1.8
Break & Enter		12	7	20	11	13	8%	18%	0.6
Theft of Motor Vehicle		4	2	6	10	8	100%	-20%	1.6
Theft Over \$5,000		0	1	1	3	2	N/A	-33%	0.6
Theft Under \$5,000		13	14	17	11	8	-38%	-27%	-1.3
Possn Stn Goods		8	6	10	1	5	-38%	400%	-1.1
Fraud		7	15	8	12	14	100%	17%	1.1
Arson		0	2	0	1	0	N/A	-100%	-0.1
Mischief - Damage To Property		17	13	9	7	9	-47%	29%	-2.2
Mischief - Other		8	9	3	11	3	-63%	-73%	-0.8
TOTAL PROPERTY		69	69	74	67	62	-10%	-7%	-1.6
Offensive Weapons		7	3	5	0	0	-100%	N/A	-1.7
Disturbing the peace		3	4	2	5	1	-67%	-80%	-0.3
Fail to Comply & Breaches		7	1	1	1	4	-43%	300%	-0.6
OTHER CRIMINAL CODE		4	5	3	6	2	-50%	-67%	-0.3
TOTAL OTHER CRIMINAL CODE		21	13	11	12	7	-67%	-42%	-2.9
TOTAL CRIMINAL CODE		107	111	99	100	99	-7%	-1%	-2.7



Tofield Provincial Detachment Crime Statistics (Actual) January to March: 2022 - 2026

All categories contain "Attempted" and/or "Completed"

April 7, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	1	1	2	N/A	100%	0.5
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
Total Drugs		1	0	1	1	2	100%	100%	0.3
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	1	0	0	N/A	N/A	0.0
TOTAL FEDERAL		1	0	2	1	2	100%	100%	0.3
Liquor Act		0	0	0	0	0	N/A	N/A	0.0
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		7	21	12	7	11	57%	57%	-0.6
Other Provincial Stats		23	21	34	24	25	9%	4%	0.7
Total Provincial Stats		30	42	46	31	36	20%	16%	0.1
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	2	2	2	3	N/A	50%	0.6
Total Municipal		0	2	2	2	3	N/A	50%	0.6
Fatals		0	0	1	0	0	N/A	N/A	0.0
Injury MVC		5	4	3	5	2	-60%	-60%	-0.5
Property Damage MVC (Reportable)		45	38	26	27	22	-51%	-19%	-5.7
Property Damage MVC (Non Reportable)		12	8	10	11	6	-50%	-45%	-0.9
TOTAL MVC		62	50	40	43	30	-52%	-30%	-7.1
Roadside Suspension - Alcohol (Prov)		3	1	2	0	3	0%	N/A	-0.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		175	158	117	138	248	42%	80%	12.6
Other Traffic		3	2	1	0	0	-100%	N/A	-0.8
Criminal Code Traffic		5	4	6	3	5	0%	67%	-0.1
Common Police Activities									
False Alarms		17	10	7	2	11	-35%	450%	-2.0
False/Abandoned 911 Call and 911 Act		6	12	6	13	5	-17%	-62%	-0.1
Suspicious Person/Vehicle/Property		16	33	15	30	25	56%	-17%	1.5
Persons Reported Missing		2	0	1	3	0	-100%	-100%	-0.1
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		11	15	10	6	18	64%	200%	0.5
Form 10 (MHA) (Reported)		0	0	2	0	1	N/A	N/A	0.2



Briefing Notes
May 13, 2026
Regular Board Meeting

Key Discussion Points and Decisions

Director of Emergency Management Update

Mitigation Strategy

The province now requires Emergency Management Plans to include a mitigation strategy to address risks identified through hazard and risk assessment process.

BESC EM Agency did a risk assessment for the region in 2025. The top ranked risks for the Beaver County Region are

- Extreme weather events (including floods)
- Wildfires
- Hazmat Accidents (Road)
- Rail Accidents

Next steps – the Emergency Management Agency, whose members include the municipal CAOs in their role as DDEMs, need to review the risks assessment and develop a strategy to mitigate the impact of the identified risks.

Promoting Fire Smart is a mitigation strategy for the wildfire risk.

Due date for the mitigation strategies is May 31, 2027.

The province has also a wildfire mutual aid pilot that provides up to \$125,000 per incident for initial attack wildfire costs.

Incident Command Post Positions (ICP)

There are key positions that are vacant due to staffing changes in the municipalities. It is important that BESC be advised when staff holding positions in the ICP leave and that the CAOs remember that the ICP position will need to be filled.

Redwater Recreation Area Wildfire

Sturgeon County's after-action review report is available for last summer's wildfire event.

The incident lasted for 3 weeks and cost &11.5 million. The BESC EM Agency will be able to use the recommendations from the report when reviewing our plan.

BESC will send the mitigation strategy information and the link to the Sturgeon report to the CAOs to share with their councils.

Emergency Social Services (ESS)

BESC has been working on ESS scenarios and training. FCSS plays a vital role in the ESS program.

OHS Inspection

This is BESC's first routine inspection. OHS is now doing routine inspections of municipalities which includes fire departments. The report was favourable. BESC will be making some changes to the training documentation process.

15 Year Capital Plan -2023-2042

The board approved the 15-year capital plan which provides replacement dates and estimated costs for apparatus, firehalls and AFRRACS radios. The plan is based on BESC's Fire Rescue Apparatus and Equipment Replacement policy FIN-009

REM Recruitment

The position is posted and the recruiter, Human Edge has received several applications.

HWY 26 and HWY 855

There were 2 very serious accidents at this intersection in the last 3 weeks, and there have been many incidents over the years.

BESC will write to Alberta Transportation requesting they address the issues at this intersection.

Fire Society Donation

BESC will develop a policy for providing an annual donation to each of the fire societies which they can use at their discretion.

Deferred Agenda Items

The items regarding correspondence from the Village of Ryley are deferred to the June board meeting.

From: municipalservicesdivision@gov.ab.ca

Date: May 19, 2026 at 12:55:33 PM MDT

To: Jeff Edwards <jedwards@tofieldalberta.ca>

Subject: Municipal Affairs and Housing Statutes Amendment Act, 2026

I am pleased to share that Bill 28, the *Municipal Affairs and Housing Statutes Amendment Act, 2026*, received Royal Assent on May 14, 2026. Bill 28 made amendments to the *Municipal Government Act* to modernize municipal rules, improve clarity and consistency, and strengthen service delivery.

The changes focus on the following themes:

- growth and housing – how communities expand;
- assessment and property tax – how services are paid for fairly;
- governance and accountability – who is responsible and to whom;
- municipal transparency – how municipalities make decisions and operate day to day; and
- public institutions and municipal utilities – how essential public services are governed and protected.

Together, these five themes are aimed at modernizing municipal legislation, clarifying local governance, and supporting communities across Alberta.

Growth and Housing

The amendments will accelerate construction to build more homes faster, improve transparency, reduce red tape, and streamline municipal approvals by:

- supporting the use of automated permitting tools;
- clarifying costs that cannot be included in off-site levy charges; and
- requiring permit timeline reporting to be posted on municipal websites.

Amendments related to “Automatic Yes” frameworks will encourage municipalities to fast-track low-risk development permits, increasing predictability for builders and helping accelerate housing construction across Alberta.

In addition, charter schools will be treated consistently with other publicly funded schools by enabling access to municipal and school reserve land.

The changes will also allow the Minister of Municipal Affairs to set requirements for community design codes that municipalities may choose to adopt, helping streamline approvals for developments that meet established land-use and design standards while preserving local decision-making.

Assessment and Property Tax

The proposed legislative amendments implement some of the decisions from the recently completed policy phase of the Assessment Model Review. These decisions lay the foundation to modernize the regulated property assessment system and promote fairness for municipalities and industries by:

- clarifying the rules that determine which costs are assessable, which will improve consistency and reduce assessment appeals;
- enabling greater use of standardized rates for regulated properties, which will increase predictability and efficiency of assessment;
- applying penalties to property owners who fail to report timely property information; and
- establishing a regular cycle for review of assessment models.

Details about the outcomes of the policy phase of the Assessment Model Review were sent to you under separate cover, if your organization is directly affected.

Using the updated rules and policies, new models for assessing individual types of regulated properties will now be developed to better reflect current costs, technology and construction practices. The work for this next phase of the Assessment Model Review will be undertaken over the next two years, and will continue to involve significant input from municipal, industry and assessment stakeholders.

Governance and Accountability

The legislation strengthens accountability and integrity in local government by creating a provincial councillor accountability framework. The framework will establish processes to address pecuniary interest, improper use of influence, unauthorized use of municipal assets and services, disclosure of confidential information, and egregious behaviour.

Under the new framework, complaints will be investigated by an independent third-party chosen from a provincial roster by the municipality, ensuring impartial, timely resolution of issues before they escalate, and a roster of commissioners will also be appointed by the province to hear appeals.

In addition, the legislation updates the process for viability reviews.

Municipal Transparency

The legislative changes will improve transparency by requiring municipalities to publicly disclose the salaries of municipal employees above a specified threshold, aligning municipal practices with Alberta's own disclosure standards.

In addition, the amendments will allow rural, small urban, and specialized municipalities to show policing costs as a separate line on property tax notices, improving transparency for residents.

A province-wide framework for councillor information requests will assure timely access to information and consistent sharing of broader information with all councillors to strengthen the ability to make informed decisions. Councils will have the ability to adopt local policies to manage significant information requests in a practical, sustainable way.

The legislative changes also modernize governance and operations of business improvement areas, including flexibility for interim board appointments, electronic notifications, and in-year budget changes to reduce red tape, improve flexibility and help commercial districts stay vibrant and responsive to local needs.

Public Institutions and Municipal Utilities

The amendments enable Cabinet to require that municipalities transfer control and operations of a municipal public utility to a regional services commission or a controlled corporation, should it be deemed necessary to do so.

Unless stated otherwise, most of the proposed amendments would come into force immediately when the Bill becomes law. This includes changes related to growth and housing, governance and accountability, and municipal transparency. Updates to the regulated property assessment framework are proposed to take effect on January 1, 2027.

Further clarification and implementation of this Act are anticipated to come into effect via regulations which are anticipated to be in place in the coming months. These include amendments to both the City of Calgary and City of Edmonton City Charters, the Business Improvement Areas Regulation as well as regulatory amendments related to the assessment model review, and non-statutory studies. A regulation to implement the councillor accountability framework is anticipated to be brought forward later in 2026.

Further information on Bill 28 can found here: [Modernizing municipal legislation across the province | Alberta.ca](#). Several fact sheets are being developed to support municipalities in implementing the changes and will be posted online in the coming weeks.

Jonah Mozeson
Deputy Minister



**TOWN OF TOFIELD
COUNCIL
REQUEST FOR DECISION**

Meeting Type: *Regular Meeting*
Department: *Administration*
Presented by: Jeff Edwards

Meeting Date: *May 25th, 2026*
Confidential: **NO**

Topic: Privacy Management Program Policy

Recommendation

That Council direct Administration to develop and implement a formal Privacy Management Program Policy for the Town of Tofield to ensure compliance with provincial privacy legislation, establish consistent procedures for the collection, use, disclosure, retention, and protection of personal information, and mitigate organizational risk.

Purpose

The purpose of this Request for Decision is to seek Council direction regarding the implementation of a comprehensive Privacy Management Program Policy to guide the Town's handling of personal information and ensure compliance with applicable legislation and best practices.

Background

Municipal governments routinely collect, store, and manage personal and confidential information through a variety of services, including utility billing, taxation, recreation programming, employment records, bylaw enforcement, permits, and public communications.

Recent legislative and operational developments have increased expectations surrounding municipal privacy governance, cybersecurity awareness, records management, and accountability. Municipalities are expected to demonstrate clear internal processes regarding:

- Collection and use of personal information;
- Secure storage and access controls;
- Appropriate disclosure practices;
- Retention and destruction procedures;
- Employee awareness and training;
- Response protocols in the event of a privacy breach.

At present, while the Town follows operational practices intended to protect information, a formalized and centralized Privacy Management Program Policy would provide clear direction and consistency across all departments.

Discussion / Analysis

Implementation of a Privacy Management Program Policy would:

- Establish organizational standards for handling personal information;
- Clarify employee roles and responsibilities regarding privacy obligations;
- Reduce the risk of unauthorized disclosure or misuse of information;
- Improve consistency in records and information management practices;

- Support transparency and public trust;
- Assist the Town in demonstrating legislative compliance and due diligence.

A formal program may include:

- Designation of a Privacy Officer;
- Privacy breach response procedures;
- Privacy impact assessment guidelines;
- Employee training expectations;
- Records retention and disposal standards;
- Third-party/vendor privacy considerations;
- Procedures related to electronic communications, websites, and social media platforms.

The increasing reliance on digital systems, cloud-based services, electronic communications, and online service delivery further highlights the importance of establishing formal privacy governance practices.

Financial Implications

Initial implementation is anticipated to have minimal direct financial impact and would primarily involve administrative time associated with policy development, staff training, and procedural implementation. Future considerations may include:

- Training resources;
- Cybersecurity enhancements;
- Records management improvements;
- Legal or consulting support, if required.

These costs would be evaluated through future budget processes as necessary.

Legislative Implications

The Town is subject to provincial privacy legislation governing the handling of personal information by public bodies. Establishing a formal Privacy Management Program Policy would support compliance obligations and demonstrate proactive governance practices.

Strategic Alignment

Implementation of a Privacy Management Program aligns with the Town's commitment to:

- Good governance;
- Organizational accountability;
- Risk management;
- Transparency and public trust;
- Responsible information management practices.

Options

Option 1 – Approve Recommendation (Recommended)

Direct Administration to develop and implement a formal Privacy Management Program Policy and associated procedures.

Advantages:

- Improves organizational accountability and consistency;
- Reduces operational and reputational risk;
- Supports legislative compliance;
- Enhances public confidence.

Disadvantages:

- Requires administrative resources and ongoing maintenance.

Option 2 – Maintain Current Practices

Continue operating without a formalized Privacy Management Program Policy.

Advantages:

- No immediate administrative workload increase.

Disadvantages:

- Increased organizational risk;
- Potential inconsistencies in practices;
- Reduced ability to demonstrate compliance and due diligence.

RECOMMENDED ACTION:

Administration recommends that Council direct Administration to proceed with development and implementation of a Privacy Management Program Policy for the Town of Tofield.

AND

To rescind Policy 2.06 Information Management

ENCLOSURES: YES



TOWN OF TOFIELD

**POLICY AND PROCEDURE
HANDBOOK**

**OPERATIONAL
ADMINISTRATION**

POLICY: Privacy Management Program Policy 2.24

POLICY:

Purpose

The purpose of Policy No. 2.24 is to establish the policies and procedures required as part of The Town of Tofields Privacy Management Program, in compliance with section 25 of the *Protection of Privacy Act*, SA 2024, c P-28.5.

Scope of Policy

This Policy applies to all municipal staff, volunteers, and contractors. This Policy applies to all records within the custody and control of the municipality.

Definitions

ATIA means the *Access to Information Act*, SA 2024, c A-1.4, as amended from time to time.

Commissioner means the Information and Privacy Commissioner appointed under the ATIA.

Complaint means a complaint received by the Municipality pursuant to section 38(2) of the POPA.

Data Derived from Personal Information means data (i) created by data matching, and (ii) that identifies any individual whose Personal Information was used in the data matching.

Incident means the loss of unauthorized access to, or unauthorized disclosure of Personal Information in the custody or under the control of the Municipality where a reasonable person would consider that there exists a real risk of significant harm to an individual as a result of the loss, unauthorized access, or unauthorized disclosure.

MGA means the *Municipal Government Act*, RSA 2000, c M-26, as amended from time to time.

Non-Personal Data means data, including data derived from Personal Information, that has been generated, modified or anonymized so that it does not identify any individual, and includes Synthetic Data.

Personal Information has the same meaning as in the POPA.

POPA means the *Protection of Privacy Act*, SA 2024, c P-28.5, as amended from time to time.

Privacy Officer means the Municipality staff member(s) designated as Privacy Officer(s) by the Chief Administrative Officer in accordance with the Chief Administrative Officer Bylaw 1158 and section 209 of the MGA.

Regulation means the *Protection of Privacy (Ministerial) Regulation*, AR 143/2025, as amended from time to time.

Required Persons means those persons identified in section 10(2) of the POPA to which notice must be given in the event of an Incident, and which includes the impacted individual, the Minister of Technology and Innovation, and the Commissioner.

Synthetic Data means artificial data created to maintain the structure and patterns of real data without being linked to any individual in the original data set.

Responsibilities

1. The Chief Administrative Officer is responsible for:
 - a. Designating a Privacy Officer;
2. The Privacy Officer is responsible for:
 - a. Administering the requirements of the POPA and the ATIA;
 - b. Receiving Complaints and Incident reports;
 - c. Providing notice of an Incident to Required Persons;
 - d. Correcting Personal Information, where requested, in accordance with the Correction of Personal Information Procedure;

- e. Administering training for Municipality staff, elected members, and volunteers;
 - f. Reviewing the Municipality's Privacy Management Program every 2 years and updating applicable policies and procedures, as required;
3. Municipality staff, volunteers, and contractors are responsible for:
- a. Adhering to this Policy and all associated procedures;
 - b. Abiding by the ATIA and the POPA;
 - c. Reporting an Incident to the Privacy Officer;
 - d. Where they are the recipient of a Complaint, reporting the Complaint to the Privacy Officer;
 - e. Completing training as required by the Privacy Officer and this Policy;

Policy Statements

1. The Chief Administrative Officer shall be the Privacy Officer for the Municipality or provide a designate at their discretion. The Privacy Officer can be contacted at: 5407 -50th Street, Tofield Alberta, PO Box 30, T0B 4J0.
2. Municipality staff, volunteers, and contractors must abide by this Policy and its procedures at all times. Where there is a question about this Policy, obligations under the ATIA or the POPA, or whether an event constitutes an Incident, Municipality staff, elected members, and volunteers should contact the Privacy Officer.
3. Municipality staff and volunteers will be required to undergo training in relation to this Policy and its procedures as required. Failure to complete training may result in disciplinary action up to and including termination.
 - a. Elected members of the Municipality may attend training in relation to this Policy and its procedures but are not required to do so.
4. Municipality staff and volunteers who fail to abide by this Policy and its procedures may be subject to disciplinary action up to and including termination.
 - a. Contractors found to be in violation of this policy and its procedures may be subject to suspension or termination of their contract.
5. Incidents must be reported to the Privacy Officer in accordance with the Municipality's Incident Response Procedure.
6. Complaints must be reported to the Privacy Officer in accordance with the Municipality's Complaint Procedure.

7. If the Municipality receives a request to correct Personal Information, the Correction of Personal Information Procedure will be followed.
8. The Municipality will complete Privacy Impact Assessments in accordance with the POPA and the Regulation.
9. Individuals may provide consent for the collection, use, or disclosure of Personal Information, Data Derived from Personal Information, or Non-Personal Data electronically, but consent must be provided to the Municipality in writing, unless otherwise provided in this Policy.
 - a. Constructive consent may be provided where signage is posted at a Municipality event or facility clearly indicating that participation or access to the event or facility constitutes the providing of consent for the collection of Personal Information.
10. Systems containing Personal Information, Data Derived from Personal Information, or Non-Personal Data will be monitored on an ongoing basis to assess security measures and mitigate risk.
11. Written admin, technical, and physical safeguards will be implemented in accordance with the POPA and the Regulation, including without limitation, those specific safeguards outlined in Schedule "A".

Security Classification System

1. Records of the Municipality shall be classified into the following groups:
 - a. PUBLIC: Applies to data and information that, if compromised, will not result in injury to individuals or the Municipality.
 - b. SENSITIVE: Applies to data and information that, if compromised, could cause injury to individuals or the Municipality.
 - c. PROTECTED: Applies to data and information that, if compromised, could cause serious injury to individuals or the Municipality.

Associated Procedures

- Complaint Procedure
- Correction of Personal Information Procedure
- Incident Response Procedure
- Non-Personal Data and Automated Systems Procedure

Accessibility

The Municipality's Privacy Management Program is available to the public, upon request, subject to any withholdings required or permitted by law.

Correction of Personal Information Procedure

1. This procedure applies to all requests by individuals for the correction of their Personal Information, where such information is in the custody and control of the Municipality.
2. Corrections to Personal Information shall be made in accordance with the POPA.
3. If an individual requests a correction to their Personal Information:
 - a. Municipality staff, volunteers, or contractors must contact the Privacy Officer;
 - b. The Privacy Officer will correct the Personal Information, where possible;
 - c. If the Privacy Officer is not able to correct the record, a note of the requested change will be added to the original record;
 - d. Once the correction has been made or a note added to the original record, as the case may be, the Privacy Officer will notify the individual that requested the correction via the method of contact used by the individual to request the change.
4. Requests for the correction of Personal Information must be made by the individual to whom the Personal Information belongs or an individual authorized in writing to request the change on that individual's behalf.
5. Requests for correction of Personal Information do not require an access to information request.

No fee applies to a request for the correction of Personal Information

Incident Response Procedure

1. If Municipality staff, volunteers, contractors, or elected members become aware of an Incident, the Incident must be reported to the Privacy Officer immediately.
 - a. If Municipality staff, volunteers, contractors, or elected members are unsure of whether an event constitutes an Incident, the circumstances should still be reported to the Privacy Officer immediately.
2. The Privacy Officer is responsible for determining whether the circumstances constitute an Incident for the purpose of the POPA.
3. If the Privacy Officer determines the circumstances reported constitute an Incident, they will report the Incident to the Required Persons in accordance with the POPA and the Regulation,

including the issuance of notices in accordance with the prescribed requirements set out in the Regulation.

Complaint Procedure

4. Before an individual can submit a request for review to the Commissioner, they must submit a Complaint to the Municipality regarding the Municipality's adherence to the POPA or the ATIA, or the issue for which the individual is seeking a review by the Commissioner.
5. Complaints must be submitted to the Privacy Officer in the form attached to this procedure as Schedule "A". Incomplete forms will not be considered by the Privacy Officer.
6. Once the Privacy Officer receives a Complaint in the prescribed form, the Complaint will be reviewed.
 - a. The Privacy Officer will review the Complaint and determine whether the Complaint is founded. The Privacy Officer may also determine that the Municipality has complied with its obligations under the POPA and the ATIA, in which case the Complaint will be unfounded.
 - b. The Privacy Officer may request additional information from the complainant if they believe that would assist in determining the outcome of the Complaint.
 - c. The Privacy Officer will communicate their decision regarding the Complaint to the complainant within 30 business days of receiving the Complaint.
7. The decision of the Privacy Officer is final. If the complainant is unsatisfied with the outcome of the Complaint, they may request a review of the decision to the Commissioner in accordance with the POPA.

Review Period

This Policy and its procedures shall be reviewed and assessed every 2 years and updated as required.

COUNCIL APPROVAL MOTION #

DATE: May 25, 2026

MAYOR

SCHEDULE A

Privacy Complaint Information

The Town of Tofield is committed to protecting personal information and addressing privacy concerns in a fair and timely manner.

This form is intended to report concerns related to the collection, use, disclosure, retention, storage, or protection of personal information by the Town.

Please complete all applicable sections.

1. Complainant Information

Full Name:

Mailing Address:

Phone Number:

Email Address:

Preferred method of contact:

- Phone
- Email
- Mail

2. Details of Privacy Complaint

Please describe the nature of your privacy concern or complaint.

- Unauthorized collection of personal information
- Unauthorized use of personal information
- Unauthorized disclosure of personal information
- Privacy breach or loss of information
- Access to personal information concern
- Records retention/destruction concern
- Employee conduct/privacy concern
- Other: _____

3. Description of Incident or Concern

Please provide details regarding your complaint, including:

- What occurred;
- Dates and times;
- Individuals or departments involved;
- How you became aware of the issue;
- Any steps already taken.

4. Relevant Dates

Date(s) of incident or concern:

Date complaint discovered:

5. Supporting Documentation

Please indicate whether you have attached any supporting documentation.

Yes

No

If yes, describe attached documents:

6. Desired Resolution

Please describe the outcome or resolution you are seeking.

7. Consent and Declaration

I declare that the information provided in this complaint form is accurate and complete to the best of my knowledge.

I understand that the information provided may be used for the purpose of investigating and resolving this privacy complaint.

Signature:

Date:

8. Submission Information

Completed forms may be submitted to:

Privacy Officer / Chief Administrative Officer

Town of Tofield

Mail:

5407 50 Street

Tofield, Alberta T0B 4J0

Email: adminclerk@tofieldalberta.ca

Phone: 780-662-3269

Office Use Only

Date Received: _____

Complaint File Number: _____

Received By: _____

Complaint Acknowledged

Date Acknowledged: _____

Disposition / Notes: _____

Adam Hall- Mayor- Accountability Report- May 25, 2026

- **April 22, 2026- Beaver Ambulance**
 - EMT/EMS Week is May 17-23rd, 2026. A Friday supper BBQ is planned for EMT appreciation in Viking on May 22 and Appreciate Breakfast in Tofield on May 23rd from 8am-10am. I will be at the breakfast to help flip pancakes.
- **April 28th CARC**
 - Attended the CARC meeting held at the Tofield Health Centre
 - Planning has begun for May 29th Rural Health Workers appreciation BBQ. I am planning to be flipping burgers for most of that day
- **April 30th, Joint Council Meeting**
 - Attended the Joint Council Meeting at the Tofield Community Hall, with the full complement of our Town Council and Administration.
 - We are looking forward to hosting and chairing of next Joint Council meeting in January
- **May 14th:**
 - Attended the Claystone AGM and Stakeholder Dinner
 - I was excited to hear in this meeting the interest in pursuing out of province opportunities.
- **May 19-20 : Strategic Planning**
 - Attended Strategic planning with the members of council and a number from Administration and Staff. I am looking forward to receiving the draft plan.

Communications:

- Communication was sent to Alberta Transportation in regards to the intersection at the end of Main Street and our frustration with process of ensuring that the roadway is safe and maintained.
- In addition to this post was made about town versus province responsibilities in regards to this section of road and discussion was held at our May 11th Council meeting about being proactive to concerns rather than reactionary.

Special Events:

- April 24th- Attended and brought greetings from the Town Council at the Golden Club Sod Turning event. I was happy to unexpectedly be able to attend this event along with councillors Taylor and Durrant.

- May 4th- I and CAO Edwards attended a zoom meeting with provincial representative is in regard to the questions our council had about the Xplorenet Expansion. I felt our concerns were heard and that the province now understands our position.
- May 4th- I and Councillor Terpstra attended a meeting with the officers of the Tofield Fire Hall to see firsthand the equipment they are using and have access to and to discuss some of the challenges they are facing.
- May 6th- I was invited to attend Tofield School and speak to the Grade 6 Social Study classes about Municipal Governance and listened attentively to their visions and hopes for our community. This was an awesome experience and I enjoyed it tremendously
- May 8th- I was invited for a round of Golf with six of our communities' graduates. I am happy to name that the team I was on, won by one stroke! I also attended the Graduation service and was invited to bring greetings on behalf of the town at the Tofield.

Weekly Responsibilities:

- Once a week I review the operating expense and sign cheques
- I have a weekly meeting with CAO Edwards. These meetings include reports from CAO Edwards on updates, forecasted developments, policy, setting the upcoming Agenda's for Town Council, conflicts/complaints, and briefing/debriefing meetings. I also often come to these meetings with questions from the Council or questions about current bylaws and policies. All items discussed are shared with Council at our bi-weekly meetings
- Attend to emails and phone messages from constituents, often in consultation with CAO Edwards.

Respectfully submitted by,

Adam Hall

Mayor, Town of Tofield

Round Table Report

May 25, 2026

By Brenda Chehade

- **April 27** – Bus trip seniors to Ryley swimming
- **April 27** – Council Meeting
- **April 30** – Joint Council Meeting
- **May 6** – Bus trip, LTC to Maple Park Farms
- **May 7** – Bus, Shuttle
- **May 8** – Bus trip, LTC to Community Market
- **May 11** – Bus trip, LTC resident to Camrose for appointment
- **May 11** – Council Meeting
- **May 13** – Bus trip, Villa residents to Enjoy Centre in St Albert
- **May 14** – Bus, Shuttle
- **May 14** – Claystone AGM
- **May 19** – STRAT Plan
- **May 20** – STRAT Plan
- **May 20** – Tofield Health Foundation
- **May 21** – Bus, Shuttle
- **May 21** – Teams meeting with Alberta Transportation
- **May 22** – Bus trip, Happy Wanderers to Airport Mall

Council Report From April 24th to May 20th 2026

Elaine Taylor

April 24th – Attended the Golden Club , Shovels and Cake Groundbreaking Ceremony

April 27th- Regular Council meeting

April 30th – Joint Council meeting in Tofield

May 11th- Regular council meeting

May 13th – Historical Society meeting

We did more planning for the July 1st Celebration for the museum and the parade.

Busy B has given the museum a cabinet for displays.

The telephone building will be having some repairs done to it by a restoration person, Eileen Fraser. She has done a work of work at the Ukrainian Village.

May 14th – Claystone AGM and dinner

May 19th – Strategic Planning meeting

May 20th – Strategic Planning meeting