



AGENDA

REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD to be held
Tuesday, November 25, 2024, 5 p.m., Town of Tofield Administration Building, Council
Chambers

1. Present

2. Call to Order

“As we gather here today, we acknowledge we are on Treaty 6 Territory and the
Homeland of the Métis. **We pay our respect to the First Nations and Métis
ancestors of this place and reaffirm our relationship with one another.**”

3. Adoption of Agenda

4. Minutes

- (a) Minutes of the Regular meeting of Council of the Town of Tofield held
October 28, 2024.

5. Delegation

- 5:00 p.m. Scott Miller will be present regarding membership to the North
Saskatchewan Watershed Alliance.

6. Financial

- (a) Financial Statement for the month ending October 31, 2024.
- (b) Budget Report for the month ending October 31, 2024.
- (c) Open Payables for the month of September and October 2024 in the total amount of \$450,256.62.

7. Correspondence

- Unapproved Minutes of the special meeting of Highway 14 Regional Water Services Commission meeting held October 17, 2024;
- Unapproved Minutes of the regular meeting of Highway 14 Regional Water Services Commission meeting held October 24, 2024;
- Tofield and Area Health Services Foundation Financial Statement for the period ending March 31, 2024;
- Letter from the Honorable Ric McIver, Minister of Municipal Affairs regarding the Town of Tofield meeting with Minister McIver at the Alberta Municipalities Fall 2024 Convention;
- Letter from Beaver Emergency Services Commission regarding the fire incident in the Town of Tofield;
- Beaver Emergency Services Commission 2025 Operating and Capital Budgets;
- Email from Section of Rural Medicine, new Grant Funding for Rural Health Care; and
- Thank you email from Wes Baerg on his retirement.

8. New Business

- (a) Letter from a resident requesting the allowance of an additional two dogs.
- (b) Request for Decision – Hall Rental

9. Closed Session

Section 21 – Intergovernmental Relations – *Freedom of Information and Protection of Privacy Act*

10. CAO Report

11. Councillor Reports

12. Adjournment

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD held Monday, October 28, 2024 Town of Tofield Administration Building Council Chambers

PRESENT

1. Mayor Dueck; Councillors, Conquest, Tiedemann, Martineau, and Chehade; and Cindy Neufeld, Chief Administrative Officer and Jeff Edwards, Assistant Chief Administrative Officer

Also Present at Commencement: Kari Janzen, Tofield Mercury and Steve Upham, Regional Emergency Manager Beaver Emergency Services Commission

Rob MacMuller 5:44 p.m.

CALL TO ORDER

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

"As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Metis. We pay our respect to the First Nations and Metis ancestors of this place and reaffirm our relationship with one another"

ADOPTION OF AGENDA

3. **MOVED** by Martineau that Agenda be approved as amended.

26-10-24

CARRIED UNANIMOUSLY

Add: 7. (e) Letter from Beaver County – Library Board Appointment.

DELEGATION

4. 5:00 p.m. Steve Upham, Director of Emergency Management with Beaver Emergency Services Commission was present to discuss a fire incident at Best View Manor.

Upham left at 5:22 p.m.

MINUTES

5. (a) **MOVED** by Chehade that the Minutes of the Organizational meeting of Council of the Town of Tofield held, October 15, 2024 be approved as presented.

27-10-24

CARRIED UNANIMOUSLY

MOVED by Tiedemann that the Minutes of the Regular meeting of Council of the Town of Tofield held, October 15, 2024, be approved as amended.

28-10-24

CARRIED UNANIMOUSLY

**Minutes of the Town of Tofield Regular Council Meeting
October 28, 2024**

CORRESPONDENCE

6. The following Correspondence was presented:

- Invitation to attend the Wes Baerg, Manager of Beaver Ambulance, retirement celebration to be held November 3, 2024; and
- Claystone Waste Ltd Shareholder Summary of the Board meeting held August 21 & 22, 2024 and various policies.

MOVED by Conquest to purchase a \$500 West Jet gift Card for Wes Baerg, in recognition of the years he served our community.

29-10-24

CARRIED UNANIMOUSLY

MOVED by Martineau that the Correspondence be received and filed.

30-10-24

CARRIED UNANIMOUSLY

NEW BUSINESS

7. (a) Email and letter from North Saskatchewan Watershed Alliance requesting support from the Town of Tofield.

MOVED by Martineau to invite a member from North Saskatchewan Watershed Alliance to a future meeting.

31-10-24

CARRIED UNANIMOUSLY

(b) Letter from a resident requesting permission to operate a small scale breeding facility at their residence and harbour 5 adult dogs.

MOVED by Chehade that pursuant to the Town of Tofield Land Use Bylaw 1316 the breeding facility be denied and that the resident be required to license three dogs and apply for permission to harbour a further two dogs.

32-10-24

CARRIED UNANIMOUSLY

(c) Request for Decision – Bylaw 1349 - Establishment of Beaver Regional Partnership.

MOVED by Martineau that Bylaw 1349 being a Bylaw of the Town of Tofield, in the Province of Alberta, for the purpose of establishing an Intermunicipal Relations Committee, be read a first time.

33-10-24

CARRIED UNANIMOUSLY

**Minutes of the Town of Tofield Regular Council Meeting
October 28, 2024**

NEW BUSINESS

7. (d) Request for Decision – Road Maintenance Agreement with Beaver County.

MOVED by Chehade to approve the agreement between the Town of Tofield and Beaver County for the purposes of Road Maintenance provided by Beaver County of Range Road 191 and Range Road 192.

34-10-24

CARRIED UNANIMOUSLY

- (e) Letter from Beaver County recommending the appointment of Kevin Smook to the Tofield Municipal Library Board.

MOVED by Conquest that Kevin Smook be appointed to the Tofield Municipal Library Board for a term expiring October 2025.

35-10-24

CARRIED UNANIMOUSLY

Janzen left the meeting at 5:44 p.m.

CLOSED SESSION

8. **MOVED** by Martineau that Council meet in Closed Session at 5:44 p.m. to discuss matters under the Alberta FOIP Act as follows:

Section 21– Intergovernmental Relations - *Freedom of Information and Protection of Privacy Act*.

Section 17 – Personnel Matters - *Freedom of Information and Protection of Privacy Act*.

36-10-24

CARRIED UNANIMOUSLY

37-10-24

MOVED by Chehade to revert to the regular session at 7:00 p.m.

CARRIED UNANIMOUSLY

No Public Present.

MOVED by Martineau that the Overall Payroll Grid be increased by 3.5% effective January 1, 2025.

38-10-24

CARRIED UNANIMOUSLY

MOVED by Chehade to approve an additional employee to the Community Services Department effective January 1, 2025.

39-10-24

CARRIED UNANIMOUSLY

**Minutes of the Town of Tofield Regular Council Meeting
October 28, 2024**

CAO REPORT

9. CAO Report was presented.

**COUNILLOR
REPORTS**

10. Councillor Reports were presented.

ADJOURNMENT

11. **MOVED** by Chehade that the meeting adjourn at
7:04 p.m.

40-10-24

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER

UNAPPROVED



NSWA
NORTH SASKATCHEWAN
WATERSHED ALLIANCE



THE TOWN OF
Tofield
Council Presentation

25 November 2024

Dedicated to the conservation
protection, and sustainable
management of the North
Saskatchewan River watershed

Purpose

The North Saskatchewan Watershed Alliance is a non-profit organization dedicated to the conservation, protection, and sustainable management of the North Saskatchewan River Watershed.



01

VISION

People working together to improve the health and sustainability of the North Saskatchewan River watershed today and into the future.

02

MISSION

To protect and improve watershed health, water quality, and water quantity by:

- Seeking, developing, and sharing knowledge
- Facilitating partnerships and collaborative planning; and
- Working in an adaptive management process.
- Striving to advance the practice of watershed stewardship



Why Contribute to NSWA?

Water management is a team sport

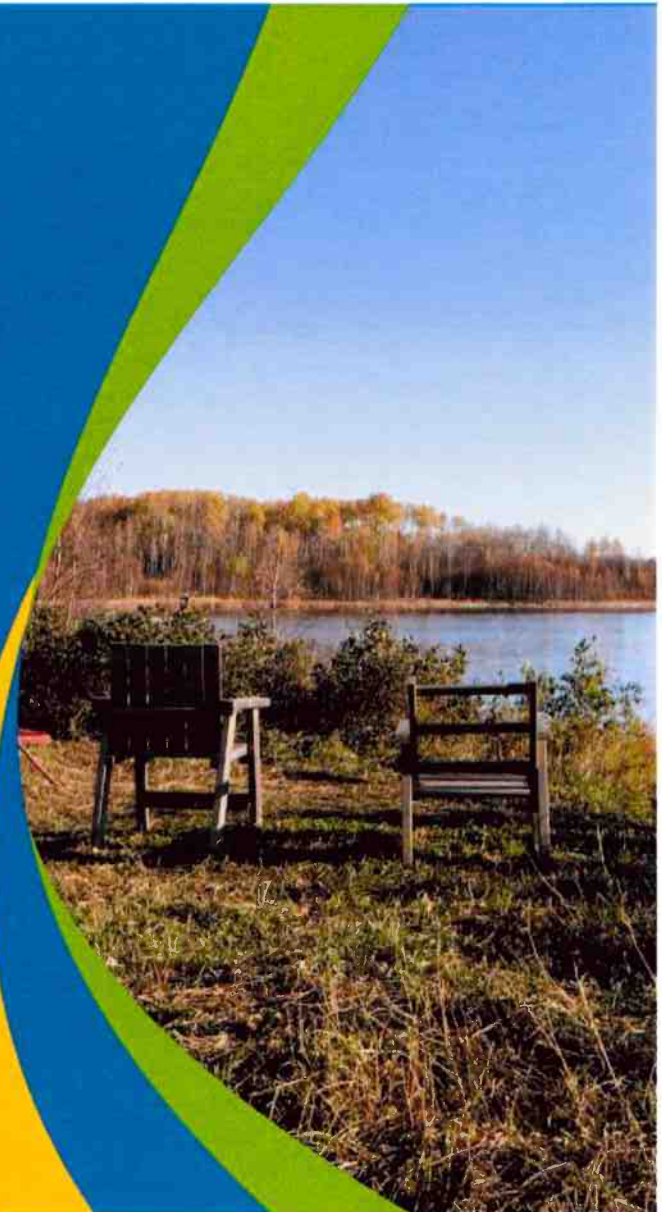
- *Large geography with widely varying water resources*
- *A broad range of interests, including everything from economic development to recreation*

Water does not follow jurisdictional boundaries

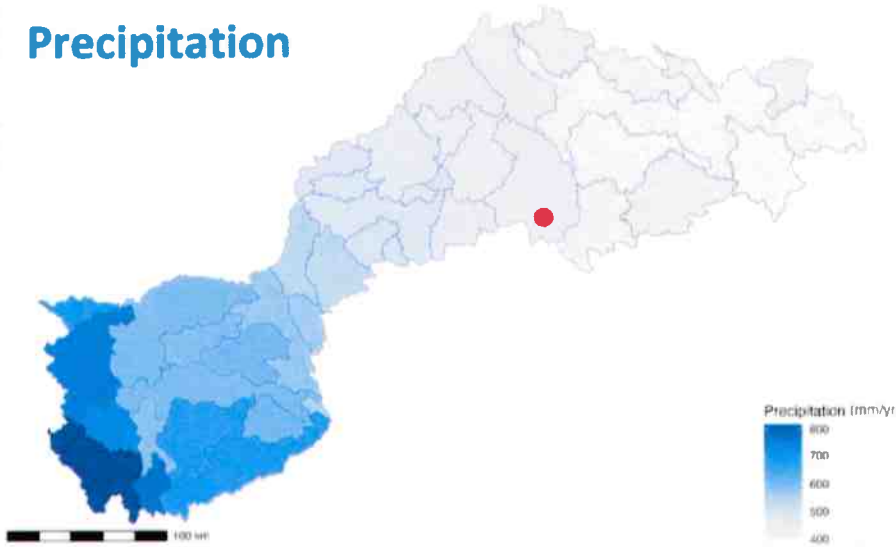
- *Individual growth plans but communal water resources*
- *Reliance on the environmental stewardship of others*

Specialized knowledge and expertise

- *Aquatic ecology and natural systems*
- *Public engagement and education*
- *Project management*



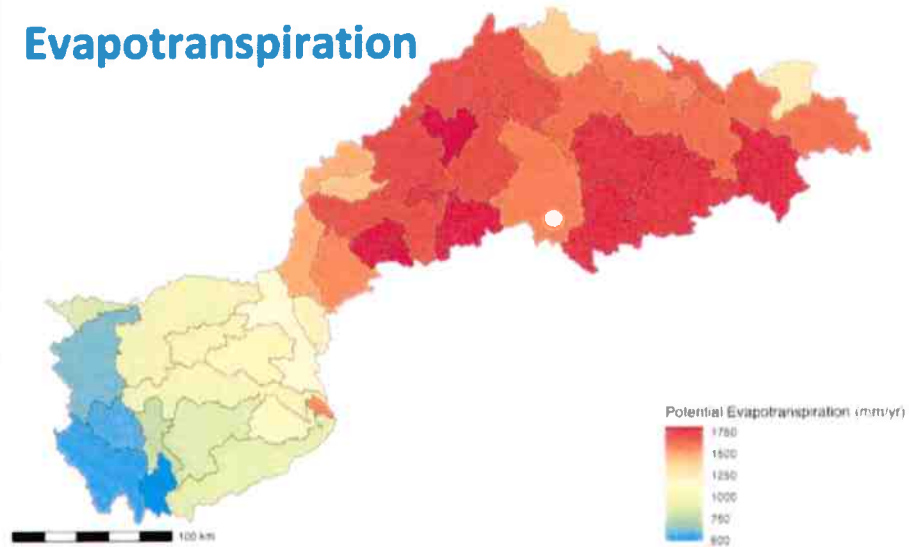
Precipitation



Runoff



Evapotranspiration



Small investment, Big returns

- Request is 60 cents per capita.
- Municipal contributions are pooled and used by NSWA to support staff (operations).
- Staff lead collaborative projects that leverage contributions into multi-year project funds.

Operational dollars are typically leveraged at 3:1

- Resources and products that would not be feasible as a single municipality.
- Supporting sustainable growth with better information and decision-support.
- Demonstrates fiscal and environmental responsibility.
- Leverage NSWA visibility and collaboration.

*The requested contribution for the Town of Tofield is \$1,165.
Only 60 cents per capita.*

A Few Project Examples

- **NSR Water Management Roadmap**
 - *Water availability study and model*
 - *Collaborative roadmap of future actions*
- **Riparian Health Action Plan**
 - *Riparian Web Portal*
 - *Policy and best management guide*
- **Wetland Strategy**
 - *Intermunicipal collaboration*
 - *Sponsored training opportunities*
- **Multi-year Drought Resiliency**
 - *Municipal workshops*
 - *New projects and collaboration*

- **Regional Lake Stewardship**
 - *Restoration projects*
- **Youth Water Council**
 - *Empowered youth aged 15-18*
 - *River Time Vortex Extravaganza*



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TOWN OF TOFIELD
MONTHLY STATEMENT
MONTH ENDING October 31, 2024

	General Account	Investments	Investment-Nesbitt Burns	TOTAL
Net Balance at End of Previous Month	3,213,605.60	252,224.88	1,735,834.33	5,201,664.81
ADD:				
Receipts for the Month	428,350.85			428,350.85
Debentures				0.00
Interest on Account	11,468.00			11,468.00
Cancel Cheques				0.00
Reverse Annual Fees M/C				0.00
Service Charge Reversal				0.00
Sub Total	3,653,424.45	252,224.88	1,735,834.33	5,641,483.66
LESS:				
Disbursements for the Month	544,500.17			544,500.17
Utility Deposits				0.00
Debenture Payments				0.00
Service Charges	266.43			266.43
NSF Cheque	360.84			360.84
Cancel Receipt				0.00
Overdraft Interest				0.00
NET BALANCE AT END OF MONTH	3,108,297.01	252,224.88	1,735,834.33	5,096,356.22
Balance at End of Month from Statement	3,104,936.22	252,224.88	1,735,834.33	5,092,995.43
ADD:				
O/S Telebank	3,668.76			3,668.76
O/S e-Transfer				0.00
Outstanding Deposits	4,230.50			4,230.50
O/S Interac (Option Pay)	100.00			100.00
O/S Interac (Moneris)				0.00
Sub Total	3,112,935.48	252,224.88	1,735,834.33	5,100,994.69
LESS:				
O/S Direct Deposit				0.00
Outstanding Cheques	1,187.74			1,187.74
O/S Telebank	3,450.73			3,450.73
Bank Error	0.00			0.00
NET BALANCE AT END OF MONTH	3,108,297.01	252,224.88	1,735,834.33	5,096,356.22
	0.00			

THIS STATEMENT SUBMITTED TO COUNCIL THIS 12TH DAY OF NOVEMBER, 2024.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



COUNCIL BUDGET MONTHLY BUDGET REPORT Oct-24

	THIS PERIOD	YEAR-TO DATE	BUDGET	VARIANCE	% USED
OPERATING REVENUES					
1-01-000-00 Taxes & Grants in Lieu	-	(3,663,623.59)	(3,675,307.00)	(11,683.41)	99.68
1-02-000-00 General Municipal Revenues	(43,449.36)	(283,345.73)	(412,000.00)	(128,654.27)	68.77
1-12-000-00 Administration	(4,179.50)	(90,509.07)	(231,500.00)	(140,990.93)	39.10
1-24-000-00 Emergency Management	-	(2,235.01)	(2,400.00)	(164.99)	93.13
1-26-000-00 Bylaw Enforcement	(195.00)	(3,175.00)	(43,000.00)	(39,825.00)	7.38
1-32-000-00 Roads, Streets, Walks, Lighting	-	(28,015.28)	(30,239.00)	(2,223.72)	92.65
1-33-000-00 Airport	(1,124.74)	(26,219.05)	(20,108.00)	6,111.05	130.39
1-41-000-00 Water Supply & Distribution	(109,077.04)	(1,063,249.40)	(1,205,750.00)	(142,500.60)	88.18
1-42-000-00 Sanitary Sewage & Treatment	(15,201.56)	(186,280.65)	(215,400.00)	(29,119.35)	86.48
1-43-000-00 Garbage Collection & Disposal	(10,580.96)	(105,096.34)	(126,400.00)	(21,303.66)	83.15
1-51-000-00 Family Community Support Services	(43,023.75)	(384,160.17)	(554,979.00)	(170,818.83)	69.22
1-56-000-00 Cemetery	(4,650.00)	(31,746.19)	(40,000.00)	(8,253.81)	79.37
1-66-000-00 Subdivision Land & Development	-	(30,000.00)	-	30,000.00	-
1-70-000-00 Community Develop. Administration	-	(11,000.00)	(11,000.00)	-	100.00
1-71-000-00 Tourism/Economic Development	-	(92,687.30)	(99,700.00)	(7,012.70)	92.97
1-72-000-00 Community Hall	(2,740.00)	(16,835.00)	(35,000.00)	(18,165.00)	48.10
1-73-000-00 Transportation Tofield Bus	(1,616.00)	(14,458.66)	(17,000.00)	(2,541.34)	85.05
1-74-000-00 Recreation Programs	420.14	(16,796.00)	(16,282.00)	514.00	103.16
1-76-000-00 Parks	(1,714.29)	(17,852.46)	(82,250.00)	(64,397.54)	21.71
1-75-000-00 Library	-	(3,300.00)	(119,412.00)	(116,112.00)	2.76
1-97-000-00 Operating Reserve	-	-	(63,000.00)	(63,000.00)	-
TOTAL: OPERATING REVENUES	(237,132.06)	(6,070,584.90)	(7,000,727.00)	(930,142.10)	86.71



COUNCIL BUDGET MONTHLY BUDGET REPORT Oct-24

	THIS PERIOD	YEAR-TO DATE	BUDGET	VARIANCE	% USED
OPERATING EXPENDITURES					
2-11-000-00 Council & Other Legislative	14,163.48	77,017.95	97,200.00	20,182.05	79.24
2-12-000-00 General Administration	99,335.25	962,795.16	1,220,643.00	257,847.84	78.88
2-23-000-00 Fire Fighting & Preventative Serv	-	236,687.32	328,657.00	91,969.68	72.02
2-24-000-00 Emergency Management	-	2,234.30	2,400.00	165.70	93.10
2-26-000-00 Bylaw Enforcement	6,712.85	174,164.13	196,281.00	22,116.87	88.73
2-32-000-00 Roads, Streets, Walks & Lighting	46,135.08	842,324.63	1,163,070.00	320,745.37	72.42
2-33-000-00 Airport	241.89	23,782.39	18,900.00	(4,882.39)	125.83
2-41-000-00 Water Supply & Distribution	96,286.09	915,826.03	1,183,842.00	268,015.97	77.36
2-42-000-00 Sanitary Sewage & Treatment	7,968.08	111,315.74	170,000.00	58,684.26	65.48
2-43-000-00 Garbage Collection & Disposal	9,004.00	90,019.50	108,048.00	18,028.50	83.31
2-51-000-00 Family Community Support Services	35,543.33	343,411.40	554,978.00	211,566.60	61.88
2-56-000-00 Cemetery	1,746.10	27,165.06	32,150.00	4,984.94	84.50
2-66-000-00 Subdivision Land & Development	-	63,000.00	63,000.00	-	100.00
2-70-000-00 Community Development Administratio	8,316.40	83,930.80	100,410.00	16,479.20	83.59
2-71-000-00 Tourism/Economic Development	869.64	74,003.14	141,900.00	67,896.86	52.15
2-72-000-00 Community Hall	1,806.01	38,471.93	57,240.00	18,768.07	67.21
2-73-000-00 Transportation Tofield Bus	1,643.18	29,670.45	26,000.00	(3,670.45)	114.12
2-74-000-00 Recreation Program	459.97	39,028.01	43,200.00	4,171.99	90.34
2-76-000-00 Parks	68,558.29	411,631.49	450,700.00	39,068.51	91.33
2-75-000-00 Library	46,516.37	148,682.01	199,052.00	50,369.99	74.70
2-99-750-00 School Requisition	-	530,669.72	707,560.00	176,890.28	75.00
2-99-752-00 Beaver Foundation Requisition	33,760.07	135,040.28	135,040.00	(0.28)	100.00
2-99-756-00 Designated Industrial Property	-	-	454.00	454.00	-
TOTAL: OPERATING EXPENDITURES	479,066.08	5,360,871.44	7,000,725.00	1,639,853.56	76.58



COUNCIL BUDGET MONTHLY BUDGET REPORT Oct-24

	THIS PERIOD	YEAR-TO DATE	BUDGET	VARIANCE	% USED
FINANCES ACQUIRED					
5-12-000-00 Administration	-	(431.12)	-	431.12	-
5-32-000-00 Roads, Streets, Walks, Lighting	-	(202,758.86)	(429,200.00)	(226,441.14)	47.24
5-42-000-00 Sanitary Sewage & Treatment	-	-	(92,000.00)	(92,000.00)	-
5-56-000-00 Cemetery	-	-	(25,000.00)	(25,000.00)	-
5-72-000-00 Community Hall	-	-	(50,000.00)	(50,000.00)	-
5-76-000-00 Parks	-	(55,148.02)	(147,000.00)	(91,851.98)	37.52
TOTAL: FINANCES ACQUIRED	-	(258,338.00)	(743,200.00)	(484,862.00)	34.76
FINANCES APPLIED					
6-32-000-00 Roads, Streets, Walks, Lighting	35,871.35	290,976.15	429,200.00	138,223.85	67.80
6-42-000-00 Sanitary Sewage & Treatment	-	91,265.00	92,000.00	735.00	99.20
6-56-000-00 Cemetery	-	17,250.61	25,000.00	7,749.39	69.00
6-72-000-00 Community Hall	-	52,665.00	50,000.00	(2,665.00)	105.33
6-76-000-00 Parks	7,043.29	137,546.98	147,000.00	9,453.02	93.57
TOTAL: FINANCES APPLIED	42,914.64	589,703.74	743,200.00	153,496.26	79.35

October 2024 Advances	Stub 12359 - 12375	\$18,450.00
October 2024 Payroll	Stub 12397 – 12418	\$75,932.60
October 2024 Council	Stub 12419 – 12423	\$ 9,953.11

Total	\$104,335.71
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	0.*
	18,450.00+
	75,932.60+
	9,953.11+
003	104,335.71
	269,148.69+
	2,000.00+
	25,274.98+
	7,410.52+
	566.21+
	41,520.51+
009	450,256.62*
	0.*

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
11	24/10/31	2-11-211-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	2,203.93
	24/11/08	2-11-211-00	C900012454	HARE FOODS LTD.	ACCOUNT 7506989	50.20
FUNCTION TOTAL						2,254.13
12	24/10/31	2-12-211-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	859.98
	24/11/08	2-12-211-00	C900012451	EDWARDS, JEFFREY C.	MILEAGE	73.33
	24/10/25	2-12-215-00	C900012393	PITNEYWORKS	ACCT 6100908000118935	1,000.00
	24/10/21	2-12-215-00	AP DRCT DB	TELUS MOBILITY	BUSINESS CONNECT - ADMIN	359.50
	24/11/06	2-12-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	INTERNET - ADMIN	110.00
	24/10/18	2-12-220-00	C900012385	RGO TECHNOLOGIES INC.	COPIES	93.99
	24/11/08	2-12-221-00	C900012468	SHINEATEK CORP.	MANAGED SERVICES	2,438.47
	24/11/08	2-12-230-00	C900012469	TANMAR CONSULTING INC.	ASSESSMENT SERVICES	2,082.50
	24/11/08	2-12-230-00	C900012466	REYNOLDS MIRTH RICHARDS & FARM	GENERAL MATTERS	1,410.00
	24/11/01	2-12-230-01	C900012434	SDI HEALTH, SAFETY & LOSS	HEALTH & SAFETY MAINTENANCE	2,027.36
	24/11/01	2-12-230-01	C900012434	SDI HEALTH, SAFETY & LOSS	HEALTH & SAFETY AUDIT	3,992.40
	24/11/08	2-12-230-02	C900012474	ZAG CREATIVE GROUP INC.	SOCIAL MEDIA STRATEGY	2,500.00
	24/11/08	2-12-230-02	C900012474	ZAG CREATIVE GROUP INC.	WEBSITE MAINTENANCE	350.00
	24/11/01	2-12-235-00	C900012435	THE INSPECTIONS GROUP INC.	SAFETY PERMITS	752.46
	24/11/01	2-12-240-00	C900012425	DEMERS, ELISA	JANITORIAL - ADMIN	350.00
	24/11/01	2-12-240-00	C900012432	PIDERNAL, MARY GRACE	JANITORIAL - ADMIN	350.00
	24/10/18	2-12-250-00	C900012387	URBAN SHINE WINDOW CLEANING	WINDOW CLEANING	900.00
	24/11/08	2-12-250-00	C900012445	CANADIAN LINEN AND UNIFORM	RUGS	56.39
	24/11/08	2-12-250-00	C900012445	CANADIAN LINEN AND UNIFORM	RUGS	56.39
	24/11/08	2-12-250-00	C900012445	CANADIAN LINEN AND UNIFORM	RUGS	56.39
	24/11/01	2-12-510-00	C900012427	IRON MOUNTAIN CANADA OPERATION	RECYCLE BIN	296.65
	24/11/01	2-12-510-00	C900012433	PLATINUM SUPPLY 2022 LTD.	GARBAGE BAGS	66.45
	24/10/31	2-12-510-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	599.90
	24/11/08	2-12-510-00	C900012454	HARE FOODS LTD.	ACCOUNT 7506989	170.58
	24/11/08	2-12-510-00	C900012454	HARE FOODS LTD.	ACCOUNT 7506989	21.17
	24/11/08	2-12-510-00	C900012454	HARE FOODS LTD.	ACCOUNT 7506989	51.98
	24/11/08	2-12-510-00	C900012454	HARE FOODS LTD.	ACCOUNT 7506989	123.55
	24/10/28	2-12-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - ADMIN BLDG	1,353.90
	24/10/28	2-12-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - ADMIN BLDG	82.69
	24/11/01	2-12-770-00	C900012438	UNIVERSITY OF ALBERTA	SCHOLARSHIP/ ANSH DIMRI	1,000.00
	24/11/01	2-12-770-00	C900012438	UNIVERSITY OF ALBERTA	SCHOLARSHIP/ BELLE RAY	1,000.00
	24/10/25	2-12-771-00	C900012395	TOFIELD & AREA HEALTH SERVICES	2024 CONTRIBUTION	8,486.75
	24/10/22	4-12-230-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	2,000.00
	24/11/06	4-12-230-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	23,812.99
	24/11/06	4-12-231-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	9,282.10
	24/11/06	4-12-232-00	AP DRCT DB	RECEIVER GENERAL	REMITTANCE	1,993.52
	24/11/01	4-12-234-00	C900012428	LOCAL AUTHORITIES PENSION PLAN	EMP #215 - REMITTANCE	19,594.30
	24/11/08	4-12-235-00	C900012441	AMSC INSURANCE SERVICES LTD.	REMITTANCE/ ACCT 2-0815	12,611.16
	24/11/06	4-12-238-00	AP DRCT DB	WORKERS' COMPENSATION BOARD	PREMIUM INSTALMENT	4,878.54
	24/11/01	4-12-239-00	C900012437	TOWN OF TOFIELD SOCIAL FUND	REMITTANCE	170.00
FUNCTION TOTAL						107,415.39

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
26	24/10/25	2-26-255-00	C900012394	RAMEUS INVESTMENTS	YARD MAINTENANCE	650.00
FUNCTION TOTAL						650.00
32	24/10/21	2-32-215-00	AP DRCT DB	TELUS MOBILITY	BUSINESS CONNECT - OPERATIONS	35.95
	24/11/06	2-32-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	INTERNET - PUBLIC WORKS	127.00
	24/11/06	2-32-215-00	AP DRCT DB	TELUS MOBILITY	CELL PHONES- OPERATIONS	418.15
	24/11/01	2-32-520-00	C000016848	CLOVERDALE PAINT INC.	SPRAYER REPAIR	1,651.09
	24/11/08	2-32-520-00	C000016850	NAPA AUTO PARTS TOFIELD	BILLINGS	254.98
	24/11/08	2-32-520-00	C900012457	INDUSTRIAL MACHINE INC.	UNIT 29 - PARTS	14,431.88
	24/11/08	2-32-520-43	C900012462	MAXIMUM MECHANICAL REPAIR (CAM	CVIP	345.00
	24/11/08	2-32-520-46	C000016850	NAPA AUTO PARTS TOFIELD	BILLINGS	235.48
	24/11/08	2-32-520-48	C900012462	MAXIMUM MECHANICAL REPAIR (CAM	CVIP	345.00
	24/11/08	2-32-520-49	C000016850	NAPA AUTO PARTS TOFIELD	BILLINGS	7.65
	24/11/08	2-32-520-53	C900012462	MAXIMUM MECHANICAL REPAIR (CAM	CVIP & REPAIRS	770.43
	24/10/18	2-32-520-56	C900012384	REES N.D.T. INSPECTION SERVICE	ENG CERTIFICATION - LIFT	350.00
	24/11/08	2-32-520-58	C000016850	NAPA AUTO PARTS TOFIELD	BILLINGS	29.95
	24/10/18	2-32-530-00	C900012384	REES N.D.T. INSPECTION SERVICE	ENG CERTIFICATION - HOIST	350.00
	24/10/18	2-32-530-00	C900012385	RG0 TECHNOLOGIES INC.	COPIES	29.48
	24/11/08	2-32-530-00	C900012472	TRU HARDWARE	BILLINGS	80.31
	24/11/08	2-32-530-00	C000016850	NAPA AUTO PARTS TOFIELD	BILLINGS	214.09
	24/11/08	2-32-530-00	C900012446	CANADIAN NATIONAL	GATES MAINTENANCE	403.50
	24/11/08	2-32-530-00	C900012453	GREGG DISTRIBUTORS	VELCRO STRIPS	5.89
	24/11/08	2-32-530-00	C900012453	GREGG DISTRIBUTORS	JANITORIAL/ PUMICE, PINE-SOL	51.34
	24/11/08	2-32-530-00	C900012445	CANADIAN LINEN AND UNIFORM	RUGS	34.45
	24/11/08	2-32-530-00	C900012445	CANADIAN LINEN AND UNIFORM	RUGS	34.45
	24/11/08	2-32-530-00	C900012445	CANADIAN LINEN AND UNIFORM	RUGS	34.45
	24/10/25	2-32-530-03	C900012389	DRIVEN TRANSPORT INC	ICE CHIPS & SAND	2,450.00
	24/11/01	2-32-530-03	C900012431	NSC MINERALS	SAND/SALT	9,240.93
	24/11/08	2-32-530-03	C900012450	DRIVEN TRANSPORT INC	ICE CHIPS	1,500.00
	24/10/28	2-32-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - PUBLIC WORKS	10,070.98
	24/10/28	2-32-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - PUBLIC WORKS	136.36
	24/10/18	6-32-610-01	C000016845	HUMMING BIRD LANDSCAPING & CON	PARA-RAMPS @TOFIELD SCHOOL	3,200.00
	24/10/18	6-32-610-01	C000016845	HUMMING BIRD LANDSCAPING & CON	ALLEY ENTRY/ 53 AVENUE	1,600.00
	24/10/18	6-32-610-01	C000016845	HUMMING BIRD LANDSCAPING & CON	SWALE @ SHOP	3,800.00
FUNCTION TOTAL						52,238.79
33	24/11/01	2-33-250-00	C900012425	DEMERS, ELISA	JANITORIAL - AIRPORT	50.00
	24/11/01	2-33-250-00	C900012432	PIDERNAL, MARY GRACE	JANITORIAL - AIRPORT	50.00
	24/10/31	2-33-250-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	75.00
	24/10/28	2-33-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - AIRPORT	93.68
	24/10/28	2-33-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - AIRPORT	73.21
FUNCTION TOTAL						341.89

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
41	24/10/18	2-41-215-00	C900012382	MCSNET	CUST# 0054024/ INTERNET	109.90
	24/11/01	2-41-215-00	C900012429	LOOMIS EXPRESS	FREIGHT/ KAIZEN LABS	53.18
	24/11/06	2-41-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - WATER STORAGE	306.92
	24/10/31	2-41-225-00	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	525.00
	24/11/08	2-41-250-00	C900012447	CAPITAL H2O SYSTEMS INC.	SERVICE/ CHLORINE ANALYZER	872.86
	24/11/08	2-41-251-00	C900012440	ACCU-FLO METER SERVICE LTD.	METER REPLACEMENT	11,074.00
	24/10/28	2-41-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - WATER STORAGE	1,785.81
	24/10/28	2-41-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	WATER STORAGE	438.00
	24/11/08	2-41-550-00	C900012455	HIGHWAY 14 REGIONAL WATER	ACCOUNT 371341.01	21,912.61
	24/11/08	2-41-550-00	C900012455	HIGHWAY 14 REGIONAL WATER	ACCOUNT 395431.01	55,897.43
					FUNCTION TOTAL	92,975.71
42	24/10/18	2-42-215-00	C900012382	MCSNET	CUST# 0054024/ INTERNET	74.85
	24/10/18	2-42-215-00	C900012376	BELL MOBILITY	ACCT 528927011/ CELL PHONES	7.97
	24/11/06	2-42-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - SEWER	66.64
	24/10/28	2-42-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - SEWER	848.69
					FUNCTION TOTAL	998.15
43	24/11/08	1-43-590-00	C900012449	CLAYSTONE WASTE LTD.	FREON STICKERS	250.00
	24/11/08	2-43-550-00	C900012449	CLAYSTONE WASTE LTD.	GARBAGE COLLECTION	9,004.00
					FUNCTION TOTAL	9,254.00
51	24/11/08	2-51-211-00	C900012444	BOAST RADLEY, TRACEY	EXPENSES/ BUDGET MTG	53.78
	24/10/21	2-51-215-00	AP DRCT DB	TELUS MOBILITY	BUSINESS CONNECT - FCSS	143.80
	24/11/01	2-51-245-00	C900012425	DEMERS, ELISA	JANITORIAL - FCSS	50.00
	24/11/01	2-51-245-00	C900012432	PIDERNAL, MARY GRACE	JANITORIAL - FCSS	50.00
	24/10/25	2-51-400-00	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	22.16
	24/10/25	2-51-400-00	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	25.55
	24/11/08	2-51-400-00	C900012444	BOAST RADLEY, TRACEY	EXPENSES/ KIDS SPOT	31.92
	24/11/08	2-51-400-01	C900012454	HARE FOODS LTD.	ACCOUNT 7506989	29.53
	24/11/08	2-51-400-01	C900012444	BOAST RADLEY, TRACEY	EXPENSES/ CAREER FAIR	166.60
	24/11/08	2-51-400-01	C900012444	BOAST RADLEY, TRACEY	EXPENSES/ CAREER FAIR	391.85
	24/11/08	2-51-400-01	C900012473	WARAWA, LYNNETTE	NOTEBOOKS/ CAREER FAIR	112.10
	24/10/25	2-51-400-03	C000016847	FRIENDS OF FRIDHAM SOCIETY	BRAIN CONFERENCE	250.00
	24/10/25	2-51-400-04	C900012391	IRVINE, CHARLENE	GENERAL FAMILY COUNSELLOR	5,005.00
	24/10/25	2-51-400-05	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	61.98
	24/10/25	2-51-400-05	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	12.07
	24/10/25	2-51-400-05	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	11.98
	24/10/31	2-51-400-05	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	107.66
	24/11/08	2-51-400-06	C900012470	TOFIELD LODGE	MEALS ON WHEELS	600.00
	24/10/25	2-51-400-07	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	19.99
	24/10/25	2-51-400-07	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	39.98
	24/10/18	2-51-400-11	C900012388	WARAWA, LYNNETTE	EXPENSE/ SC/ SPADE & GLOVES	26.48

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount	
51	24/10/18	2-51-400-11	C900012388	WARAWA, LYNNETTE	MILEAGE / SC	20.80	
	24/10/18	2-51-400-11	C900012381	MALARSKI, AMBER	MILEAGE / SC	45.56	
	24/10/18	2-51-400-11	C900012386	SCHULTZ, TREVA	MILEAGE / SC	75.28	
	24/10/18	2-51-400-11	C900012378	BISSON, TIFFANY	MILEAGE/ SC	37.64	
	24/10/18	2-51-400-11	C000016846	MOOSTOOS, BECKY	MILEAGE/ SC	14.86	
	24/10/25	2-51-400-11	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	25.82	
	24/10/25	2-51-400-11	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	207.43	
	24/10/25	2-51-400-11	C900012390	HARE FOODS LTD.	ACCOUNT 7506990	4.22	
	24/10/25	2-51-400-11	C900012396	WARAWA, LYNNETTE	SC/ EXPENSE/ SNOWBLOWER	858.00	
	24/10/25	2-51-400-11	C900012396	WARAWA, LYNNETTE	MILEAGE	20.80	
	24/10/25	2-51-400-11	C900012392	MALARSKI, AMBER	CORRECTION/ SEPT 16	7.92	
	24/11/08	2-51-400-11	C900012471	TOFIELD PACKERS	SC/ CUTLETS & GROUND BEEF	102.27	
	24/11/08	2-51-400-11	C900012473	WARAWA, LYNNETTE	SC/ MEAL PREP / SUPERSTORE	14.37	
	24/11/08	2-51-400-11	C900012461	MALARSKI, AMBER	SC MILEAGE	32.69	
	24/11/08	2-51-400-11	C900012467	SCHULTZ, TREVA	SC MILEAGE	75.28	
	24/11/08	2-51-400-11	C900012459	KELLER, TOM	SC MILEAGE	94.10	
	24/11/08	2-51-400-11	C900012443	BISSON, TIFFANY	SC MILEAGE	37.64	
					FUNCTION TOTAL	8,887.11	
	56	24/11/08	2-56-250-00	C900012463	NELSON GRANITE LIMITED	PLAQUE/ TRENT	563.00
					FUNCTION TOTAL	563.00	
71	24/11/06	2-71-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - NATURE CENTRE	86.59	
	24/11/08	2-71-230-00	C900012460	MACMULLEN, ROB	ECONOMIC DEVELOPMENT	413.83	
	24/11/01	2-71-240-00	C900012425	DEMERS, ELISA	JANITORIAL - NATURE CENTRE	150.00	
	24/11/01	2-71-240-00	C900012432	PIDERNAL, MARY GRACE	JANITORIAL - NATURE CENTRE	150.00	
	24/10/18	2-71-250-00	C900012387	URBAN SHINE WINDOW CLEANING	WINDOW CLEANING	150.00	
	24/11/08	2-71-400-02	C900012451	EDWARDS, JEFFREY C.	WINTERFEST CANDY	12.99	
	24/11/08	2-71-400-02	C900012456	HILLYER, DAN	WINTERFEST FIREWORKS	2,206.15	
	24/10/28	2-71-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - NATURE CENTRE	419.17	
	24/10/28	2-71-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - NATURE CENTRE	158.78	
					FUNCTION TOTAL	3,747.51	
72	24/11/01	2-72-240-00	C900012426	DUKART, DENISE M.	HALL CARETAKER	750.00	
	24/10/18	2-72-255-00	C900012387	URBAN SHINE WINDOW CLEANING	WINDOW CLEANING	100.00	
	24/11/08	2-72-255-00	C900012465	PLATINUM SUPPLY 2022 LTD.	TOWELS & GARBAGE BAGS	197.72	
	24/10/28	2-72-540-50	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - COMMUNITY HALL	548.31	
	24/10/28	2-72-540-51	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	GAS - COMMUNITY HALL	175.13	
				FUNCTION TOTAL	1,771.16		
73	24/10/18	2-73-251-00	C900012379	CHEHADE, BRENDA	SHUTTLE DRIVER / OCT 11 2024	60.00	

ACCOUNTS PAYABLES LISTING BY FUNCTION

Function	Date	Account Number (Including Delimiters)	Reference Number	Transaction Description	Transaction Description Additional	Transaction Amount
73	24/10/18	2-73-251-00	C900012376	BELL MOBILITY	ACCT 528927011/ CELL PHONES	15.36
	24/10/18	2-73-251-00	C900012380	FORSTNER, DORIS	SHUTTLE DRIVER/ OCT 1-15 2024	360.00
	24/10/18	2-73-251-00	C900012377	BENIUK, HEATHER	SHUTTLE DRIVER/ OCT 1-15 2024	240.00
	24/11/01	2-73-251-00	C000016849	GUARDIAN DRUGS	PHONE CHARGER	16.98
	24/11/08	2-73-251-00	C900012448	CHEHADE, BRENDA	SHUTTLE DRIVER/ OCT 16-31	180.00
	24/11/08	2-73-251-00	C900012452	FORSTNER, DORIS	SHUTTLE DRIVER/ OCT 16-31	430.00
	24/11/08	2-73-251-00	C900012442	BENIUK, HEATHER	SHUTTLE DRIVER / OCT 16-31	190.00
					FUNCTION TOTAL	1,492.34
74	24/11/01	1-74-400-10	C900012430	NORTHERN GRAPHICS	A-FRAME SIGN STAND	80.00
	24/11/01	1-74-400-10	C900012436	TOFIELD AGRICULTURAL SOCIETY	TAYO/ EVA DODDS	100.00
	24/10/31	1-74-400-10	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	45.14
	24/10/31	1-74-400-10	AP DRCT DB	BMO BANK OF MONTREAL	BILLINGS	2,680.00
					FUNCTION TOTAL	2,905.14
75	24/11/06	2-75-215-00	AP DRCT DB	TELUS COMMUNICATIONS LTD.	PHONES - LIBRARY	155.47
	24/11/01	2-75-240-00	C900012425	DEMERS, ELISA	JANITORIAL - LIBRARY	200.00
	24/11/01	2-75-240-00	C900012432	PIDERNAL, MARY GRACE	JANITORIAL - LIBRARY	200.00
					FUNCTION TOTAL	555.47
76	24/11/06	2-76-215-00	AP DRCT DB	TELUS MOBILITY	CELL PHONES - PARKS	104.31
	24/11/01	2-76-215-01	C900012439	XPLORE INC.	ACCT 1672172/ WIFI	160.00
	24/11/06	2-76-250-01	AP DRCT DB	TELUS MOBILITY	CELL PHONES - PARKS	104.31
	24/10/28	2-76-250-02	AP DRCT DB	ALBERTA MUNICIPAL SERVICES COR	POWER - CAMPGROUND	812.73
	24/11/08	2-76-250-02	C000016850	NAPA AUTO PARTS TOFIELD	BILLINGS	58.00
	24/11/08	2-76-250-02	C900012458	JL METALWORKS	HEATER IN WEST BATHROOM	2,595.00
	24/11/08	2-76-250-03	C900012453	GREGG DISTRIBUTORS	GARBAGE BAGS	104.50
	24/11/08	2-76-250-03	C900012453	GREGG DISTRIBUTORS	ICE MELT	1,034.00
	24/10/25	2-76-250-05	C900012389	DRIVEN TRANSPORT INC	BLACK DIRT & SAND	29,820.00
	24/11/08	2-76-250-05	C900012464	NEUFELD, CINDY	ARENA SETUP	108.43
	24/11/08	2-76-250-05	C900012450	DRIVEN TRANSPORT INC	BLACK DIRT	3,050.00
	24/10/18	6-76-630-03	C900012383	PARK N PLAY DESIGN COMPANY LTD	EWf FOR SNOW GLOBE PLAYGROUND	7,043.29
					FUNCTION TOTAL	44,994.57
					FINAL TOTALS TOTAL	331,044.36

*** END OF REPORT ***

**MINUTES OF THE SPECIAL MEETING OF HIGHWAY 14
REGIONAL WATER COMMISSION held THURSDAY,
October 17, 2024, Highway 14 Regional Water
Commission Administration Building Boardroom**

PRESENT

Chair Ducherer; Vice Chair Martineau, Director
Smook, and Beckett (by phone)

Also Present: Brent Clark, Interim CAO
Crystal Yeske, Office Manager

Absent: Director Buttner

CALL TO ORDER

1. Chair Ducherer called the meeting to order at 1:00 p.m.

**ADOPTION OF
AGENDA**

2. **MOVED** by Smook that the agenda be approved as
amended moving section 3. to the closed session.

170-10-24

CARRIED UNANIMOUSLY

CLOSED SESSION

3. **MOVED** by Martineau to meet in Closed Session at 1:02 p.m.
to discuss the Strategic Plan proposals.

171-10-24

CARRIED UNANIMOUSLY

MOVED by Smook to revert to the regular session at 1:12
p.m.

172-10-24

CARRIED UNANIMOUSLY

MOVED by Smook that the board award the Strategic Plan
to Sage Analytics on the conditions they can start October
22, 2024, otherwise the project will be awarded to Strategic
Steps if they can start October 22, 2024.

173-10-24

CARRIED UNANIMOUSLY

ADJOURNMENT

4. **MOVED** by Ducherer that the meeting adjourn at
1:15 p.m.

174-10-24

CARRIED UNANIMOUSLY



CHAIR



CHIEF ADMINISTRATIVE OFFICER

**MINUTES OF THE REGULAR MEETING OF HIGHWAY 14
REGIONAL WATER COMMISSION held THURSDAY,
October 24, 2024 Highway 14 Regional Water
Commission Administration Building Boardroom**

PRESENT

1. Chair Smook; Vice Chair Ducherer, Director Martineau, Buttner, and Beckett

Also Present: Brent Clark, Interim CAO
Lawrence Allen, Operations Director
Crystal Yeske, Office Manager

CALL TO ORDER

2. Chair Smook called the meeting to order at 6:21 p.m.

**ADOPTION OF
AGENDA**

3. **MOVED** by Buttner that the agenda be approved as amended.

186-10-24

CARRIED UNANIMOUSLY

- 7.1 Strategic Plan Graphics

MINUTES

- 4.1 **MOVED** by Ducherer to approve the minutes of the Regular Meeting held, September 19, 2024, as presented.

187-10-24

CARRIED UNANIMOUSLY

- 4.2 **MOVED** by Martineau to approve the minutes of the Special Meeting held, October 17, 2024, as presented.

188-10-24

CARRIED UNANIMOUSLY

FINANCIALS

- 5.1 Monthly Bank Reconciliation Statement- September 30, 2024

MOVED by Beckett to approve the Monthly Bank Reconciliation Statement for September 30, 2024, for information as presented.

189-10-24

CARRIED UNANIMOUSLY

UNFINISHED

- 6.1 **MOVED** by Martineau that the Crossing Proximity Agreement, email from Glen Hamilton-Brown, CAO, Village of Ryley, be received and filed for information as presented.

190-10-24

CARRIED UNANIMOUSLY

**Minutes of the Highway 14 Regional Water Services
Commission Regular Meeting October 24, 2024**

NEW BUSINESS 7.1 **MOVED** by Beckett to bring back to the next Regular Meeting the Strategic Plan Graphics.

191-10-24 CARRIED UNANIMOUSLY

REPORTS 8.1 CAO Report

Handout was presented.

MOVED by Buttner that all franchise agreements for each municipality will be responsible for reservoirs for their own fire suppression.

192-10-24 CARRIED

MOVED by Martineau to approve the CAO report, for September, for information.

193-10-24 CARRIED UNANIMOUSLY

8.2 Operations Report

Handout was presented

MOVED by Ducherer to approve the Operations report, for September, for information.

194-10-24 CARRIED UNANIMOUSLY

8.3 Commissioner Report

MOVED by Buttner to approve the Commissioner report, for October, for information.

195-10-24 CARRIED UNANIMOUSLY

CORRESPONDENCE

9. Correspondence

No correspondence.

**Minutes of the Highway 14 Regional Water Services
Commission Regular Meeting October 24, 2024**

CLOSED SESSION

Lawrence Allen, Operations Director and Crystal Yeske, Office Manager, left the regular meeting at 7:25 p.m.

10. **MOVED** by Beckett to meet in Closed Session at 7:25 p.m. to discuss matters under the Alberta FOIP, Act as follows:

Section 17(1) – Disclosure harmful to personal privacy – Freedom of information and Protection of Privacy Act-Legal Matters.

196-10-24

CARRIED UNANIMOUSLY

MOVED by Ducherer to revert to the regular session at 7:35 p.m.

197-10-24

CARRIED UNANIMOUSLY

Lawrence Allen, Operations Director and Crystal Yeske, Office Manager, returned to the regular session at 7:35 p.m.

- ADJOURNMENT** 11. **MOVED** by Smook that the meeting adjourn at 7:36 p.m.

198-10-24

CARRIED UNANIMOUSLY

CHAIR

CHIEF ADMINISTRATIVE OFFICER

**Minutes of the Highway 14 Regional Water Services
Commission Organizational Meeting October 24, 2024**

The CAO asked the Commission members if they wanted to go to a secret ballot or by a show of hands, it was confirmed to vote by a show of hands.

The CAO called for all in favor of CM Ducherer and then called for all in favor of CM Smook, CM Smook received the majority of the votes, and was declared Chairman.

**RELIEF OF THE
CHAIR**

6. The CAO granted relief of the Chair to Chairman Smook at 6:08 p.m.

**NOMINATIONS
FOR THE POSITION
OF VICE-CHAIR**

7. Chairman Smook called for nominations for Vice-Chair.

CM Martineau nominated CM Ducherer.

CM Ducherer accepted.

Chairman Smook called for a second time for nominations for position of Vice-Chair.

Chairman Smook called a third time for nominations for position of Vice-Chair.

MOVED by CM Martineau to confirm CM Ducherer as Vice-Chair.

179-10-24

CARRIED UNANIMOUSLY

**DATE/TIMES FOR
SCHEDULED MEETINGS**

8. (a) Regular Meetings

MOVED by CM Buttner that meetings will be set for the following dates; every third Thursday of the month at 6:00 p.m.

180-10-24

CARRIED UNANIMOUSLY

(b) Commission Orientation

MOVED by CM Buttner to leave the Commission Orientation as all members are returning members.

181-10-24

CARRIED UNANIMOUSLY

**MINUTES OF THE ORGANIZATIONAL MEETING OF
HIGHWAY 14 REGIONAL WATER COMMISSION held
THURSDAY, October 24, 2024 Highway 14 Regional
Water Commission Administration Building Boardroom**

PRESENT Director Ducherer; Martineau, Smook, Buttner, and Beckett

Also Present: Brent Clark, Interim CAO
Lawrence Allen, Operations Director
Crystal Yeske, Office Manager

CALL TO ORDER 1. The CAO called the Organizational meeting to order at 6:05 p.m.

ADOPTION OF AGENDA 2. **MOVED** by Martineau that the agenda be approved as presented.

175-10-24

CARRIED UNANIMOUSLY

ORGANIZATIONAL PROCEDURE 3. **MOVED** by Martineau that the Commission waive the verbal reading of the nomination procedure and protocol.

176-10-24

CARRIED UNANIMOUSLY

CORROSPONDENCE

4. **MOVED** by Smook to waive the verbal reading of the appointments. Noting that this was an indication all Commissioners had read the appointments and there were no disputes.

177-10-24

CARRIED UNANIMOUSLY

NOMINATIONS FOR THE POSITION OF CHAIRPERSON

5. The CAO called for nominations for the position of Chairman of the Water Commission.

CM Ducherer nominated himself for position of Chairman.

The CAO called for a second time for nominations for the position of Chairman.

CM Martineau nominated CM Smook for position of Chairman.

CM Smook accepted.

The CAO made three distinct calls for further nominations.

MOVED by CM Buttner that nomination cease.

178-10-24

CARRIED UNANIMOUSLY

**Minutes of the Highway 14 Regional Water Services
Commission Organizational Meeting October 24, 2024**

**SIGNING
AUTHORITY**

9. **MOVED** by CM Beckett that in regards to the signing authority any two of the executive including the Chairperson Smook, Vice-Chairperson Ducherer or the CAO Brent Clark, are authorized as signators. In the absence of the CAO the Office Manager Crystal Yeske may sign. On no occasion may the CAO and the Office Manager jointly sign any document.

182-10-24

CARRIED UNANIMOUSLY

**APPOINTMENT OF
AUDITORS**

10. **MOVED** by CM Ducherer that the firm of Yaremchuk & Annicharico be retained as the Auditors for the Commission.

CM Ducherer rescind motion.

MOVED by CM Buttner to direct Administration to contact three accounting firms for quotes, and bring back to the November 21, 2024, Regular Meeting.

183-10-24

CARRIED UNANIMOUSLY

**APPOINTMENT OF
LEGAL**

11. **MOVED** by CM Martineau that the firm of MLT Aikins be retained as legal counsel for the Commission.

184-10-24

CARRIED UNANIMOUSLY

ADJOURNMENT

12. **MOVED** by CM Smook that the Commission adjourn the Organizational meeting at 6:21 p.m.

185-10-24

CARRIED UNANIMOUSLY

CHAIR

CHIEF ADMINISTRATIVE OFFICER



Tofield and Area Health Services Foundation

Box 1155 Tofield AB T0B 4J0

October 29, 2024

Town of Tofield Council
Box 30
Tofield, AB T0B 4J0

Dear Mayor Dueck:

Please find following this letter, a copy of the approved Financial Statements for the Tofield and Area Health Services Foundation for our year ending March 31, 2024.

Since our last report to Council, we were able to help support health care in our region by assisting in the purchase of the following items

- Accuvein Vein Finder - \$6,950
- Alaris Pumps (3) for Infusion Clinic - \$13,431
- On-Call Suite Furnishings for Lab & X-ray Staff - \$1,580
- Rolling Stools (5) for Long Term Care Dining Room - \$868
- Acute Care/Emergency Department Curtain Replacement Project - \$20,893

This is the 20th Anniversary for our Foundation and we marked the occasion with a Celebration on October 26th at the Tofield Legion. Also that night, we announced the launch of our Scholarship program, which will help 2 students (\$1,000 each) towards their cost of education in the healthcare field.

Our mission is to preserve and enhance the role of the Tofield Health Center and associated providers of health care services to Tofield, Ryley, Holden, Beaver County and surrounding communities.

On behalf of the Tofield and Area Health Services Foundation, thank you for providing us with grant funding for 2024.

Sincerely, 

Brenda Chehade, Chair
Tofield & Area Health Services Foundation

October 16, 2024

To the members of the Tofield and Area Health Services Foundation:

I have examined the records of the Tofield and Area Health Services Foundation for the year ended March 31, 2024. In my opinion the financial statement presents fairly the financial position of the organization as at March 31, 2024.

A handwritten signature in cursive script, appearing to read "Donna Pope".

Donna Pope

Donna's Tax Service

Tofield and Area Health Services Foundation
Balance Sheet
March 31, 2024

ASSETS

Current Assets

ATB Community Spirit Account	18,465.84
BMO Community Account	46,365.31
BMO Casino Account	22,408.58
BMO Savings Account	53,445.29

Total Current Assets **140,685.02**

Short Term Investments

GIC Investment	53,488.16
Rudzcki Trust	7,022.73

Total Short Term Investments **60,510.89**

TOTAL ASSETS **201,195.91**

LIABILITIES AND EQUITY

Liabilities

Deferred Revenue 125,650.03

Total Liabilities **125,650.03**

Equity

Opening Balance 39,090.23
Unrestricted Net Assets 34,115.35
Net Income(Loss) 2,340.30

Total Equity **75,545.88**

TOTAL LIABILITIES AND EQUITY **201,195.91**

Tofield and Area Health Services Foundation
Financial Statement
For the Year Ended March 31, 2024

Revenue:

Donations	8,025.61
Fundraising	377.65
Interest	4,027.33
Grant Funding	
AHS High Potential	5,884.54
AHS CORE	4,694.41
Municipal	51,724.82
	62,303.77
WinWin 50 Staff Lottery	4,477.00
Royal Alex Lottery	0.00
CARC	0.00

Total Revenue: 79,211.36

Expense:

Donations Expense	9,122.09
Fundraising Costs	
Grant Funding Expense	
AHS High Potential	5,884.54
AHS CORE	4,694.41
Alberta Culture	455.70
Municipal	51,724.82
	62,759.47
WinWin 50 Staff Lottery Expense	4,477.00
Royal Alex Lottery Expense	
CARC Expense	512.50

Total Expense: 76,871.06

Net Income(Loss) 2,340.30

Tofield and Area Health Services Foundation
Financial Statement
For the Year Ended March 31, 2024

Bank balance at the beginning of the year	200,847.42
Surplus (Deficit) for the period	2,340.30
Deferred income - prior year	-127,641.84
Deferred income - current year	125,650.03
Bank balance at the end of the year	<u><u>201,195.91</u></u>

Bank of Montreal - current account	46,365.31
Bank of Montreal - savings account	53,445.29
Bank of Montreal - casino account	22,408.58
ATB - savings account	18,465.84
Bank of Montreal - term investment (Rudzcki Trust)	7,022.73
Bank of Montreal - GIC Investment	53,488.16
	<u><u>201,195.91</u></u>

Deferred Revenue:	
Municipal Grants	54,733.29
Arnold & Edna Jones Legacy Fund	6,682.94
AHS Core Grant	10,892.17
Win Win 50 Staff Lottery	25,803.41
Royal Alex Lottery	26,709.39
AHS High Potential Grant	828.83
	<u><u>125,650.03</u></u>



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
M.L.A., Calgary-Hays*

AR116585

November 5, 2024

Her Worship Deb Dueck
Mayor
Town of Tofield
PO Box 30
Tofield AB T0B 4J0

Dear Mayor Dueck:

Thank you for meeting with me during the Alberta Municipalities Fall 2024 Convention to discuss your concerns with Bill 20, the *Municipal Affairs Statutes Amendment Act, 2024*; Bill 21, the *Emergency Statutes Amendment Act, 2024*; and the school curriculum related to local government.

I appreciated our discussion and learning more about the perspectives of your municipality. I strongly believe in continuing to strengthen and maintain a relationship of mutual respect and cooperation with municipal leaders while serving all Albertans.

As we discussed during our meeting, Bill 20 will enable municipalities, by bylaw, to require a candidate to provide a criminal record check as part of their nomination package. A municipality is not required to enact such a bylaw should council not want to do so. We also discussed that each municipality must enter into an agreement with Elections Alberta to share elector information in order to compile and revise their permanent electors register primarily using elector information from Elections Alberta. Information collected during the election to update the register will be provided back to Elections Alberta to ensure continuous updating of the register.

I appreciated hearing of your support for mandatory councillor training. As you are aware, under Bill 20, councillors will be required to attend the orientation training that municipalities are required to offer. The first round of orientation training must take place prior to the first organizational meeting. Additional specific training topics must be offered, and attended, prior to the first regularly scheduled council meeting. This deadline may be extended by council resolution by up to 90 days.

We also discussed your concerns about provisions in Bill 20 making non-profit affordable housing exempt from both municipal and education property tax. Municipalities have the discretion to remove the exemption from municipal property tax through a local bylaw.

I would also note the ministry will be releasing various change management resources on Bill 20 on alberta.ca later this fall to ensure municipalities are aware of what the legislative changes mean for them, and what actions they may need to take as a result.

In response to your concerns about the school curriculum relating to local government, I can advise that the new draft K-6 Social Studies curriculum is being developed by Alberta Education with local government information included as part of Grade 6 Social Studies. The draft curriculum can be found on the Learn Alberta website at <https://curriculum.learnalberta.ca/curriculum/en/s/sss>. Alberta schools have the options to pilot this draft curriculum for the 2024/2025 school year. As this curriculum is in the draft stage, Municipal Affairs has not developed materials to supplement the curriculum.

However, schools that have elected not to pilot the draft curriculum are using the K-9 Social Studies curriculum (2005-2009). Municipal Affairs' local government resources for this curriculum are found at <https://www.alberta.ca/learn-about-municipal-government>. This is supplementary material that educators can use when teaching this component of the Alberta Education curriculum. You may access the resource by visiting <https://open.alberta.ca/publications/9780778568261>.

I have copied my colleague the Honourable Mike Ellis, Deputy Premier and Minister of Public Safety and Emergency Services, for his awareness of your concerns regarding Bill 21, specifically regarding fire departments being reallocated during an emergency.

Thank you again for meeting, and I look forward to continuing to work with you.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is stylized and cursive.

Ric McIver
Minister

cc: Honourable Mike Ellis, Deputy Premier and Minister of Public Safety and Emergency Services
Cindy Neufeld, Chief Administrative Officer, Town of Tofield

BEAVER EMERGENCY SERVICES COMMISSION

Box 449
4924-53 Avenue
Viking, AB T0B 4N0
Phone: 780-336-3041



Fax: 780-336-3047
Email: info@besc.ca
Website: www.besc.ca

Town of Tofield, Mayor and Council.

Mayor and Council,

In response to your letter dated October 16, 2024, the BESC board offers this response. In any emergency situation, the Incident Commander on scene (DFC Moos), is responsible for the safety and well being of those affected until command is handed over. In the incident in question, the call was made to DEM Fornal and a brief conversation took place deciding the course of action to be taken.

The IC told DEM Fornal that he would assess the situation and let him know if any further action was required. DEM Fornal waited at Station 5 Firehall for an hour and a half at which point the IC informed him that people were returning to their homes and no action was required. The incident report, as completed by the IC, states that the sprinkler system had done its job and the fire was essentially out by the time the responders arrived, fire damage being limited to one unit and smoke being the only other issue. The 3 residents from the affected unit had self-evacuated by the time the crews arrived. The balance of the residents were evacuated by first responders.

There were 24 fire fighters in all on scene including 8 officers. RCMP, EMS and Victim Services were also on scene.

The letter sent by RM Upham in the wake of this issue to the DFCs, CAOs and board members outlines the procedure in the SOGs and the intention and purpose of the Regional Emergency Management Plan as designed.

In conversation with John Lamb the regional Alberta Emergency Management Agency manager at the recent ICS 300 course, the question was asked hypothetically regarding the Plan's response in this type of incident. He stated that Regional Emergency Management Plans were never intended to respond to Type 5 or low-level type 4 incidents. Their purpose is to support communities in the event of wildfire, flood, tornado or prolonged utility disruptions affecting the region.

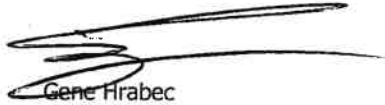
To answer the question, "Why were we required to stay outside and why were we not taken to a facility to wait" The IC is responsible for the residents affected and in this situation until command is handed over. This was never done. He must have considered the period they remained outside, not overly burdensome otherwise he would've taken the initiative to move them to a place of shelter, such as the Community Hall so they could remain warm. It was his call.

In conclusion, as the BESC Board we can assure you the money was not wasted and the Plan will get exercised as and when it is required. The type 5 incidents, such as the one in question, still firmly remain within the control of the local fire services and within their local command and the pre-existing collaboration with the local authority in which the incident occurs. We have had a meeting with Canadian Red Cross to find out the services they provide for shelter in situations such as this, involving smaller numbers and bridge the gap until insurance kicks in.

Ongoing information will be sent through media channels to help educate and inform residents in being prepared in the case of emergency such as keeping keys, wallet and essentials where they can

be accessed immediately in the case of an evacuation. There needs to be a resiliency instilled within our communities to aid in being prepared.
Thanks for writing with your concerns and continuing to provide for the needs of your residents.

Kind Regards,



Gene Hrabec
Beaver Emergency Services Commission Chair



Cindy Lefsrud
Beaver Emergency Services Commission Vice Chair

BEAVER EMERGENCY SERVICES COMMISSION

4924-53 Avenue
Box 449
Viking, AB T0B 4N0
Phone: 780-336-3041



Fax: 780-336-3047
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Website: www.besc.ca

November 18, 2024

Town of Tofield Council
Village of Ryley Council
Village of Holden Council
Town of Viking Council
Beaver County Council

Dear Councils:

RE: 2025 Operation & Capital Budgets


At the November 13, 2024 Board meeting, Beaver Emergency Services Commission passed the following Motions:

Moved by Councillor John Markel that the Board approve the proposed 2025 Operating Budget as presented with a total municipal contribution of \$1,172,450, and Beaver Emergency Services Commission operating expenditures to be \$1,497,450, as an Interim Operating Budget. The difference to be raised through emergency calls and grants. **CARRIED**

Moved by Councillor Sheldon Reid that the Board approve the 2025 Capital Budget presented as an Interim Capital Budget. **CARRIED**

Should you have any questions or concerns, please contact the undersigned at 780-336-3041.

Yours truly,


for - Steve Upham
REM

End.

**Beaver Emergency Services Commission
2025 Interim Operating Budget
Approved Motion 24-140**

Account Number	Account Name	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Remaining	2025 Estimated Budget
Revenue							
Emergency Calls Revenue							
4020	Emergency Calls	\$130,000.00	\$273,133.96	\$215,000.00	\$173,722.50	\$41,277.50	\$175,000.00
4022	Emergency Calls - ATU	\$100,000.00	\$101,928.75	\$75,000.00	\$33,477.50	\$41,522.50	\$75,000.00
4030	Emergency Call- Mutual Aid	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00
4040	Fire Safety Code/Inspections	\$2,000.00	\$6,528.91	\$5,000.00	\$15,073.13	-\$10,073.13	\$5,000.00
4045	Member & Associate Dividends	\$150.00	\$0.00	\$150.00	\$0.00	\$150.00	\$0.00
4471	Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Emergency Calls Revenue		\$232,150.00	\$381,591.62	\$305,150.00	\$222,273.13	\$82,876.87	\$265,000.00
Other Revenue							
4420	Municipal Contributions - Operating	\$1,204,500.00	\$1,121,083.74	\$1,172,450.00	\$656,896.53	\$515,553.47	\$1,172,450.00
4450	Grants	\$50,000.00	\$0.00	\$0.00	\$4,300.00	-\$4,300.00	\$50,000.00
4452	Grants - Wildland Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4460	Earned Interest	\$12,000.00	\$14,913.90	\$72,000.00	\$8,640.58	\$63,359.42	\$10,000.00
Total Other Revenue		\$1,266,500.00	\$1,135,997.64	\$1,244,450.00	\$669,837.11	\$574,612.89	\$1,232,450.00
Total Revenue		\$1,498,650.00	\$1,517,589.26	\$1,549,600.00	\$892,110.24	\$657,489.76	\$1,497,450.00

Expenses

Firehall Expenses

5125	Advertising & Promotions	\$4,000.00	\$4,080.66	\$10,000.00	\$7,869.36	\$2,130.64	\$5,000.00
5127	Computers & Software	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
5130	Building Repairs & Maintenance	\$30,000.00	\$34,554.22	\$50,000.00	\$8,181.08	\$41,818.92	\$30,000.00
5150	Contract Services	\$85,000.00	\$53,461.47	\$10,000.00	\$5,762.04	\$4,237.96	\$5,000.00
5151	Contract Services - Consulting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5152	Repairs & Maintenance - Equipment	\$15,000.00	\$8,872.29	\$15,000.00	\$11,074.60	\$3,925.40	\$10,000.00
5154	Repairs & Maintenance - Vehicles	\$30,000.00	\$49,080.74	\$45,000.00	\$24,691.67	\$20,308.33	\$40,000.00
5155	Inspections	\$30,000.00	\$20,363.87	\$30,000.00	\$14,101.66	\$15,898.34	\$35,000.00
5157	Contracted - Safety Codes	\$5,000.00	\$19,091.91	\$5,000.00	\$16,039.74	-\$11,039.74	\$5,000.00

**Beaver Emergency Services Commission
2025 Interim Operating Budget
Approved Motion 24-140**

Account Number	Account Name	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Remaining	2025 Estimated Budget
5160	Consumable Supplies	\$13,000.00	\$34,668.30	\$15,000.00	\$9,126.18	\$5,873.82	\$15,000.00
5161	Dispatch Fees	\$30,000.00	\$26,246.70	\$30,000.00	\$26,246.70	\$3,753.30	\$30,000.00
5162	Dues & Fees	\$22,000.00	\$24,777.30	\$22,000.00	\$23,914.34	-\$1,914.34	\$20,000.00
5165	Equipment Rentals	\$5,000.00	\$0.00	\$5,000.00	\$1,722.87	\$3,277.13	\$5,000.00
5167	SCBA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
5168	Personal Protective Equipment..	\$71,000.00	\$60,911.57	\$71,000.00	\$82,661.84	-\$11,661.84	\$110,000.00
5169	Specialty Equipment	\$60,000.00	\$45,074.99	\$60,000.00	\$60,146.24	-\$146.24	\$40,000.00
5170	Miscellaneous Supplies	\$10,000.00	\$15,209.55	\$11,500.00	\$13,013.09	-\$1,513.09	\$10,000.00
5171	Hoses / Fittings / Nozzles	\$0.00	\$0.00	\$0.00	\$685.58	-\$685.58	\$30,000.00
5172	Training	\$50,000.00	\$60,853.63	\$50,000.00	\$28,481.73	\$21,518.27	\$50,000.00
5173	Health & Safety	\$20,000.00	\$9,837.02	\$20,000.00	\$6,542.87	\$13,457.13	\$20,000.00
5176	Freight	\$1,500.00	\$2,123.96	\$1,500.00	\$3,699.82	\$2,199.82	\$2,000.00
5180	Fuel	\$17,500.00	\$16,980.73	\$17,500.00	\$15,939.76	\$1,560.24	\$17,500.00
5185	Office Supplies	\$7,500.00	\$12,721.09	\$6,000.00	\$4,111.32	\$1,888.68	\$2,000.00
5187	Emergency Management	\$165,000.00	\$13,517.18	\$35,000.00	\$31,610.91	\$3,389.09	\$0.00
5190	Insurance	\$50,000.00	\$62,101.48	\$60,000.00	\$57,639.89	\$2,360.11	\$60,000.00
5230	Fire Service, Mutual Aid	\$5,000.00	\$20,282.57	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00
5260	Rent - Bruce Firehall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00
5295	Telephone & Communications	\$22,000.00	\$19,631.03	\$22,000.00	\$17,988.71	\$4,011.29	\$18,000.00
5296	Travel & Subsistence - Firefighters	\$10,000.00	\$4,509.86	\$10,000.00	\$3,531.70	\$6,468.30	\$10,000.00
5300	Vehicle Supplies	\$10,000.00	\$1,062.79	\$5,000.00	\$8,170.09	-\$3,170.09	\$5,000.00
5305	Uniforms & Cresting	\$23,500.00	\$5,874.95	\$15,000.00	\$11,599.80	\$3,400.20	\$15,000.00
5310	Utilities	\$50,000.00	\$51,069.33	\$50,000.00	\$45,801.04	\$4,198.96	\$55,000.00
Total Firehall Expenses		\$842,000.00	\$676,959.19	\$676,500.00	\$640,354.63	\$136,145.37	\$673,500.00
Payroll Expenses							
5401	Honorariums - Services Awards	\$1,000.00	\$875.00	\$2,500.00	\$900.00	\$1,600.00	\$2,000.00
5402	Honorariums - Commission Board	\$40,000.00	\$38,370.00	\$40,000.00	\$28,750.00	\$11,250.00	\$40,000.00
5403	Honorarium - Fire Chiefs	\$22,000.00	\$21,998.20	\$27,500.00	\$20,625.06	\$6,874.94	\$27,500.00
5404	Salaries Administration	\$275,000.00	\$270,371.97	\$275,000.00	\$238,638.20	\$36,361.80	\$300,000.00

**Beaver Emergency Services Commission
2025 Interim Operating Budget
Approved Motion 24-140**

Account Number	Account Name	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Remaining	2025 Estimated Budget
5405	Honorariums - Fire Practices	\$62,500.00	\$124,330.00	\$125,000.00	\$110,340.00	\$14,660.00	\$140,000.00
5410	Honorariums - Fire Fighting	\$72,800.00	\$68,240.00	\$94,000.00	\$59,140.00	\$34,860.00	\$95,000.00
5411	Service Awards - Administration	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00
5415	Mileage - Board & Staff	\$10,000.00	\$9,670.32	\$11,000.00	\$7,928.95	\$3,071.05	\$11,000.00
5420	Employer Contributions - LAPP	\$25,000.00	\$10,335.53	\$25,000.00	\$8,493.80	\$16,506.20	\$30,000.00
5430	CPP Expense	\$11,000.00	\$8,971.21	\$11,000.00	\$8,592.96	\$2,407.04	\$11,000.00
5431	EI Expense	\$4,500.00	\$3,021.60	\$4,500.00	\$3,111.54	\$1,388.46	\$4,500.00
5435	Employee Health and Wellness	\$2,100.00	\$0.00	\$2,100.00	\$0.00	\$2,100.00	\$2,400.00
5440	WCB Expense	\$7,000.00	\$1,032.40	\$7,000.00	\$5,829.51	\$1,170.49	\$7,000.00
5470	Employee Benefits	\$15,000.00	\$10,436.25	\$15,000.00	\$9,447.94	\$5,552.06	\$15,000.00
5480	Contract Services	\$0.00	\$0.00	\$0.00	\$3,000.49	-\$3,000.49	\$6,000.00
Total Payroll Expenses		\$547,900.00	\$567,662.48	\$640,100.00	\$504,798.45	\$136,301.55	\$691,400.00
Emergency Management Expenses							
5501	Salaries - Administration	\$0.00	\$0.00	\$30,000.00	\$5,075.00	\$0.00	\$75,000.00
5515	Advertising & Promotions	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
5525	Meeting Expenses	\$0.00	\$0.00	\$5,000.00	\$7.99	\$0.00	\$5,000.00
5572	Training	\$0.00	\$0.00	\$10,000.00	\$336.00	\$0.00	\$10,000.00
5585	Office Supplies	\$0.00	\$0.00	\$2,000.00	\$843.65	\$0.00	\$2,000.00
5596	Travel & Subsistence	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Total Emergency Management Expenses		\$0.00	\$0.00	\$51,000.00	\$6,262.64	\$0.00	\$96,000.00
General & Administrative Expenses							
5609	Audit Fees	\$14,000.00	\$14,250.00	\$14,000.00	\$1,389.60	\$12,610.40	\$14,000.00
5610	Legal	\$20,000.00	\$931.05	\$20,000.00	\$0.00	\$20,000.00	\$15,000.00
5615	Advertising & Promotions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
5620	Bad Debts	\$12,750.00	\$51,858.48	\$12,750.00	\$840.37	\$11,909.63	\$10,000.00
5625	Business Fees & Licenses	\$5,000.00	\$420.00	\$0.00	\$28.00	-\$28.00	\$2,000.00
5627	Computers, Software, & Data-line	\$25,000.00	\$16,874.30	\$25,000.00	\$34,493.26	-\$9,493.26	\$20,000.00
5630	Board Contingency	\$10,000.00	\$4,325.19	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00

**Beaver Emergency Services Commission
2025 Interim Operating Budget
Approved Motion 24-140**

Account Number	Account Name	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2024 Remaining	2025 Estimated Budget
5685	Office Supplies	\$0.00	\$0.00	\$6,500.00	\$1,769.38	\$0.00	\$6,000.00
5690	Interest & Bank Charges	\$1,000.00	\$530.10	\$750.00	\$352.82	\$397.18	\$750.00
5695	Telephone & Communications	\$0.00	\$0.00	\$0.00	\$675.39	\$0.00	\$5,000.00
5710	Contract Services - Administration	\$0.00	\$830.50	\$55,000.00	\$25,727.89	\$29,272.11	\$7,000.00
5720	Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5725	Meeting Expenses	\$5,000.00	\$2,869.29	\$5,000.00	\$2,327.16	\$2,672.84	\$5,000.00
5760	Rent - BESS HQ	\$23,000.00	\$23,245.52	\$23,500.00	\$17,181.11	\$6,318.89	\$20,500.00
5765	Repair & Maintenance - Office	\$500.00	\$0.00	\$500.00	\$611.65	-\$111.65	\$500.00
5782	Training - Staff	\$2,500.00	\$0.00	\$5,000.00	\$2,924.43	\$2,075.57	\$5,000.00
5783	Operational & Strategic Plan Review	\$0.00	\$2,983.05	\$0.00	\$0.00	\$0.00	\$10,000.00
5784	Travel & Subsistence	\$0.00	\$0.00	\$0.00	\$844.59	-\$844.59	\$2,000.00
5810	Utilities	\$0.00	\$0.00	\$5,000.00	\$416.27	\$0.00	\$2,800.00
Total General & Administrative Expenses		\$118,750.00	\$119,117.48	\$178,000.00	\$89,581.92	\$79,779.12	\$132,550.00
Total Expenses		\$1,608,650.00	\$1,363,729.15	\$1,494,600.00	\$1,134,735.00	\$351,226.04	\$1,497,450.00
Net Revenue Over Expenses		-\$10,000.00	\$153,860.11	\$55,000.00	-\$242,624.76		\$0.00

Beaver Emergency Services Commission
2025 Interim Capital Budget Approved Motion 24-141

Account Nurr Account Name	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Estimated Budget	2025 Proposed Capital Revenue/Expenditures	2024 Actual Capital Revenue/Expenditures
Capital Revenue							
4440/4310 Municipal Contributions - Capital	\$582,000.00	\$578,968.53	\$614,050.00	\$460,537.54	\$668,000.00		
4450/4320 Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
4480/4340 Earned Interest	\$12,000.00	\$75,580.40	\$72,000.00	\$53,887.50	\$72,000.00		
4470/4330 Sale - Fixed Assets	\$10,000.00	\$26,200.00	\$10,000.00	\$6,000.00	\$10,000.00	Bruce Pumper, SCBA Equipment	Sale of Station 6 - 1993 IHC
Total Capital Revenue	\$604,000.00	\$680,748.93	\$696,050.00	\$520,425.04	\$750,000.00		
Capital Expenditures							
5010 Vehicle Apparatus	\$445,000.00	\$117,240.81	\$445,000.00	\$332,352.10	\$750,000.00	Viking Pumper	Kinsella Brush Truck, Holden Truck Build
5020 Building Replacement/Renovatio	\$102,000.00	\$0.00	\$102,000.00	\$1,575.00	\$200,000.00	Holden Fire Station Payment 1 of 10	Holden Station Build
5030 SCBA & Equipment	\$35,000.00	\$58,136.36	\$35,000.00	\$446,204.00	\$100,000.00	RIT Packs, Server, Bunker Gear	40 SCBA Sets
Total Capital Expenditures	\$582,000.00	\$175,377.17	\$582,000.00	\$780,131.10	\$1,050,000.00		
Net Capital Revenue & Expenditures	\$22,000.00	\$605,371.76	\$114,050.00	-\$259,706.06	-\$300,000.00		
Total Capital Savings Acct	2024-01-01	\$1,240,681.97	2024-10-31	\$1,090,549.74			

REQUISITIONS ARE BASED ON 2021 CENSUS - 2024					
		POPULATION	OPERATING	CAPITAL	PERCENTAGE
Beaver County		5868	\$ 707,690.82	\$ 370,640.58	60.36%
Tofield		2045	\$ 246,683.48	\$ 129,196.12	21.04%
Ryley		484	\$ 58,388.01	\$ 30,579.69	4.98%
Holden		338	\$ 40,801.26	\$ 21,368.94	3.48%
Viking		986	\$ 118,886.43	\$ 62,264.67	10.14%
TOTAL		9721	\$ 1,172,450.00	\$ 614,050.00	100.00%

REQUISITIONS ARE BASED ON 2021 CENSUS - 2025					
		POPULATION	OPERATING	CAPITAL	PERCENTAGE
Beaver County		5868	\$ 707,690.82	\$403,204.80	60.36%
Tofield		2045	\$ 246,683.48	\$140,547.20	21.04%
Ryley		484	\$ 58,388.01	\$33,266.40	4.98%
Holden		338	\$ 40,801.26	\$23,246.40	3.48%
Viking		986	\$ 118,886.43	\$67,735.20	10.14%
TOTAL		9721	\$ 1,172,450.00	\$668,000.00	100.00%

2024 Municipal Contributions

Operating \$1,172,450.00
Capital \$614,050.00

2025 Municipal Contributions

Operating \$ 1,172,450.00
Capital \$668,000.00

Cindy Neufeld

From: Mayor Tofield
Sent: November 19, 2024 3:52 PM
To: Cindy Neufeld; Jeff Edwards
Subject: Fw: Letter From Dr. Rithesh Ram, President, Section of Rural Medicine: New Grant Funding for Rural Health Care

Did you receive this email - It should be provided to council for information.

Deb

From: Rural Medicine <RuralMedicine@albertadoctors.org>
Sent: Tuesday, November 19, 2024 3:03 PM
Subject: Letter From Dr. Rithesh Ram, President, Section of Rural Medicine: New Grant Funding for Rural Health Care

To all Rural Alberta Municipal Mayors,

My name is Dr. Rithesh Ram, and I am the President of the Alberta Medical Association's Section of Rural Medicine (SRM). I am also a Rural Generalist living and working in Drumheller, Alberta, so I understand the challenges rural communities face in attracting and retaining the health care professionals who provide essential care for their citizens. Many of us are also small business owners. Rural Generalists are a vital economic pipeline for rural Alberta and without us you would see the economic diversity and prosperity of communities diminish. If a Rural Generalist leaves a community, both the clinic and hospital suffer with reduced services or closures.

As you may know, the Government of Alberta recently announced that they were investing \$12 million over the next two years into two primary health care grants – a Rural Team Recruitment Grant and a Municipality Supported Clinics Grant. I want to draw your attention to these grants as Expressions of Interest must be submitted by *November 30, 2024*.

Physicians in your community may approach you about these grants, or you may wish to have conversations with physicians you know, and I want to provide you with some information that may be of assistance. The Section of Rural Medicine recently hosted an information session on the new grants, and you can find a recording of the session, the slide deck and other resources [here](#).

Like you, I know how important rural medicine is to the health of the people who live in rural and remote communities and to the economic stability of those communities. When communities can offer stable, reliable primary health care, those communities thrive. The grants have the potential to improve the lives of rural Albertans and make the communities they call home more resilient.

The AMA's Section of Rural Medicine will continue to advocate to stabilize and strengthen rural medicine. I encourage you to explore these grant opportunities before the *November 30, 2024*, deadline and to email any specific questions about the grants to PrimaryHealthCareGrant@gov.ab.ca.

Regards,
Dr. Rithesh Ram
President, Section of Rural Medicine

Cindy Neufeld

From: Wes Baerg <wes.baerg@beaver-ems.com>
Sent: November 13, 2024 4:36 PM
To: Cindy Neufeld; Debora Dueck
Subject: Thank you!

To the CAO, mayor, and council: I just wanted to say thank you for coming out to my retirement event last week, and for your kind words in the card and WestJet gift card. It is so generous and thoughtful, and both Ruth and I deeply appreciate it.

Over the years I have been able to work with so many excellent town councillors (past and present) on our board and occasionally work alongside Cindy and other town staff. It has been a pleasure to lead BEMS and I will miss the many people and the friendships and coffee discussions. However, there comes a time where we must turn corners in our lives, and the time has come for me to retire. Best wishes to you all personally and professionally, and I trust our paths will meet again sometime in the future.

Wes Baerg

Nov 8, 2024

Overlimit Dog Request

To Tofield Town Council,

Hello,

We are requesting to have an additional 2 dogs overlimit on our property. They are well cared for small breed dogs (pugs) only one of which remains intact. The property is kept in good condition and has plenty of space inside and out for them.

Thanks,

Joanna Orchard and Jason Stewart 4916 55 ave



TOWN OF TOFIELD COUNCIL REQUEST FOR DECISION

Meeting Type: Regular
Department: Governance
Presented by: Cindy Neufeld

Meeting Date: November 25, 2024
Confidential?: NO

Topic: Hall Rental

BACKGROUND/PROPOSAL:

The Tofield Golden Club is requesting the lowering of the Hall Rental from \$50 to \$35 per week for Pickleball

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

TGC held Pickleball on Monday Mornings Floor Curling on Monday Afternoons and paid \$85.00 per week.

TGC now want to hold Pickleball on Thursdays and are requesting the Hall Rental fee be \$35.00 per week.

Hall Rental Fee, as set by Council, for the weekly use is \$50.00 per week.

INTERGOVERNMENTAL INVOLVEMENT:

N/A

EXTERNAL AND INTERNAL COMMUNICATIONS/PARTICIPATION:

Administration will notify Tofield Golden Club of Council's decision.

FINANCIAL IMPLICATIONS:

ALTERNATIVES

1. Reduce the hall rental rate to \$35.00 per week
2. Deny the request, advise the Tofield Golden Club that the weekly fee will be \$50.00 and encourage the Tofield Golden Club to apply to Claystone Waste Ltd for funding to offset the cost of the rental and/or supplies.

RECOMMENDED ACTION:

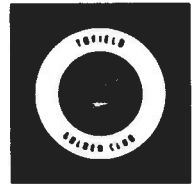
1. Deny the request, advise the Tofield Golden Club that the weekly fee will be \$50.00 and encourage the Tofield Golden Club to apply to Claystone Waste Ltd for funding to offset the cost of the rental and/or supplies.

Enclosures: Yes

Tofield Golden Club

5004 54 Avenue, Tofield, AB, T0B 4J0

To provide social, mental, and physical.
activities to better the lifestyle of Seniors



Tofield Town Council
Box 30, Tofield, AB
T0B 4J0

November 13, 2024

Dear Tofield Council,

The Tofield Golden Club - Pickleball League would like to ask for a reduction in the rental rate at the Tofield Community Hall on Thursday mornings. We ask the rent be reduced to \$35.00 while we work on building up interest in the sport.

We have put up Posters around town and will be posting on Facebook to get the message out. Thank you for your consideration.

Ralph Pederson
President
Tofield Golden Club

~~\$85~~ Morning - P.B ←
9:30-11:30 After. FC - \$50

Monday

Thurs AB -

Round Table Report – Mayor Dueck, October 28 – November 25, 2024

My activities and commitments since the September 20, 2024.

Weekly discussions with administration on any items that may arise and cheque signing.

- Oct 29 - Tofield School Job Fair – Greetings and attendance
- Oct 30 - BESC – Budget Planning Meeting
- Nov 3 - Wes Baerg (BEMS) – Retirement
- Nov 8 - Tofield School Remembrance Day Service
- Nov 8 - Winterfest video Message
- Nov 11 - Tofield Legion Remembrance Day Service
- Nov 13 - BESC Regular Meeting
- Nov 19 - BESC Policy Committee Meeting
- Nov 25 - BRSD Meeting with Council
- Nov 25 - Regular Council Meeting

Well, winter has arrived without any significant snowfall to date and Winterfest is just around the corner. Planning has been very busy for everyone for the multiple events that are happening the weekend of November 29 – 30, 2024. I encourage all council members to participate in some capacity over the weekend.

Christmas is right around the corner, I wish each of you safe travels for whatever plans you have in store and a wonderful time with family and friends as you celebrate the blessings of the season.

Respectfully submitted Deb Dueck