

AGENDA

REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD to be held Monday, February 10, 2025, 5:00 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 Monday, January 27, 2025.

5. Delegation

- a) 5:00 p.m. Tofield Travel Club, will be present to request donation(s) to the Community Italian Supper, being held on February 28, 2025.

6. Financial

- (a) Financial Statement for the month ending January 31, 2025.
- (b) Interim Operating Budget Report for the month ending January 31, 2025.

- (c) Open Payables for the month of December and January 2025 in the total amount of \$572,697.92.

7. Correspondence

- Letter from the Honorable Ric McIver, Minister of Municipal Affairs, regarding successful application for the Alberta Community Partnership Grant, Stormwater Flooding Risk Mitigation;
- Invitation from Brian E. Ilnicki, Executive Director, Beaver Hills Biosphere to attend an Open House, Forum and Youth Summit, March 11-13, 2025;
- Letter from the Town of Viking, on behalf of Battle River School Division, request for sponsorship for the 3rd Annual Powwow in Viking on May 22, 2025;
- Beaver County Water Assessment Summary Report, submitted by Beairsto & Associates.

8. New Business

- (a) Request for Decision – Intermunicipal Subdivision and Development Appeal Board.
- (b) Request for Decision - Intermunicipal Collaboration Framework (ICF) Extension and Review of Shared Services Agreements.
- (c) Request for Decision – Community Hall, Reduction in Usage Fees.

9. Closed Session

Section 16 – Business Interests of a Third Party - *Freedom of Information and Protection of Privacy Act*

10. Adjournment

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD held Monday, January 27, 2025 Town of Tofield Administration Building Council Chambers

PRESENT

1. Mayor Dueck(Via TEAMS); Councillors, Tiedemann, Martineau, Conquest and Chehade; Cindy Neufeld, Chief Administrative Officer and Assistant Chief Administrative Officer Edwards.

Also Present: Kari Janzen, Tofield Mercury, Wyatt Lynds, Qube Investment Management (Via TEAMS), Jackie Sargent, Claystone Waste Ltd (Via TEAMS), Rob MacMullen, Economic Development Contractor (Via TEAMS)

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 the Agenda be approved as presented.

26-01-25

CARRIED UNANIMOUSLY

MINUTES

4. (a) **MOVED** by Chehade that the Minutes of the Regular meeting of Council of the Town of Tofield held January 13, 2025, be approved as presented.

27-01-25

CARRIED UNANIMOUSLY

DELEGATION

5. (a) 5:00 p.m. Wyatt Lynds, Qube Investment Management provided an overview of potential investment management services for the Town of Tofield.

Lynds left the meeting at 5:25 p.m.

CORRESPONDENCE

6. The following Correspondence was presented:
 - Minutes of the Regular Meeting of Highway 14 Regional Water Commission, Held December 19, 2024;
 - Town of Vegreville Contracted Peace Officer Services, Quarterly Report;
 - Email invitation from Tyler Gandam, AB Munis President, to attend the Presidents' Summit and Municipal Leaders Caucus.

**Minutes of the Town of Tofield Regular Council Meeting
January 27, 2025**

28-02-24 **MOVED** by Conquest that Councilor Tiedemann be registered for the Presidents' Summit and Municipal Leaders Caucus to be held March 5-7th 2025, in Edmonton.
CARRIED UNANIMOUSLY

29-02-24 **MOVED** by Chehade that the Correspondence be received and filed.
CARRIED UNANIMOUSLY

NEW BUSINESS 7. (a) Bylaw 1350 being a Bylaw of the Town of Tofield, in the Province of Alberta, to amend Bylaw 1268 for the Town of Tofield.

30-01-25 **MOVED** by Conquest that Bylaw 1350 be read a first time.
CARRIED UNANIMOUSLY

31-01-25 **MOVED** by Chehade that Bylaw 1350 be read a second time.
CARRIED UNANIMOUSLY

32-01-25 **MOVED** by Tiedemann that Bylaw 1350 be presented for third reading.
CARRIED UNANIMOUSLY

33-01-25 **MOVED** by Martineau that Bylaw 1350 be read a third time.
CARRIED UNANIMOUSLY

(b) Request for Decision – Municipal Election 2025, Establishment of Deputy Returning Officer.

34-01-25 **MOVED** by Conquest that Cindy Neufeld be appointed as Deputy Returning Officer.
CARRIED UNANIMOUSLY

Janzen and MacMullen left the meeting at 5:31 p.m.

CLOSED SESSION 8. **MOVED** by Martineau that Council meet in Closed Session At 5:31 p.m. to discuss matters under the Alberta FOIP Act as follows:

Division 2, Section 21 –Harmful to Intergovernmental Relations – *Freedom of Information and Protection of Privacy Act.*

**Minutes of the Town of Tofield Regular Council Meeting
January 27, 2025**

Claystone Waste Shareholder Summary & Beaver County Development.

35-01-25

CARRIED UNANIMOUSLY

Sargent Left the meeting at 5:33 p.m.

MacMullen re – entered the meeting at 6:02 p.m.

MacMullen left the meeting at 6:24 p.m.

36-01-25

MOVED by Chehade to revert to the regular session at 6:25 p.m.

CARRIED UNANIMOUSLY

No public present.

MOVED by Tiedemann that Council authorizes administration to enter into negotiations with Beaver County regarding an intermunicipal development agreement for the development of a joint business park.

37-01-25

CARRIED UNANIMOUSLY

MOVED by Martineau to provide Qube Investment Management with the Town of Tofield year end statement from Nesbit Burns, for the purposes of providing a proposal for service, further, that Nesbit Burns be invited to a future Council meeting to provide a presentation and overview of fees and services.

38-01-25

CARRIED UNANIMOUSLY

ADJOURNMENT

9. **MOVED** by Chehade that the meeting adjourn at 6:27 p.m.

39-01-25

CARRIED UNANIMOUSLY

DEPUTY MAYOR

CHIEF ADMINISTRATIVE OFFICER

TOFIELD SCHOOL

Principal
Mrs. Z. Lazaruk
(10-12)

Assistant Principals
Ms. J. Erick (5-6)
Dr. K. Gartner
(7-9)

P.O. Box 990
Tofield, Alberta
T0B 4J0

Telephone:
780-662-3133

Fax:
780-662-2844

Date Jan 26, 2025

Dear Town of Tofield

We are students at Tofield School who are enrolled in TOU 1910, an enriching travel program that fosters global awareness and learning beyond the classroom. This March, we have the incredible opportunity to embark on a life-changing journey to Italy, where we will immerse ourselves in the country's rich history, art, and culture. To support this endeavor, we are hosting a Community Italian Supper on February 28 at the Tofield Community Hall, and we are reaching out to local businesses like yours for support.

Travel is an invaluable experience for young people. It broadens our horizons, deepens our understanding of the world, and helps us grow into responsible, globally-minded citizens. By exploring Italy's iconic landmarks, engaging with its traditions, and connecting with its people, we aim to return home with not only cherished memories but also newfound perspectives and skills that will benefit our community.

As students, we have been working diligently to make this dream a reality. From organizing fundraisers to taking on extra jobs and saving diligently, we are committed to investing in our education and personal growth. However, we cannot achieve this without the support of our generous community.

We kindly invite you to contribute to our Italian Supper by donating food items and/or silent auction items. Your contribution will directly support our travel expenses and help us create an unforgettable event for the community. In recognition of your generosity, we will acknowledge your business during the supper, as well as a shout out in our school newsletter. You are a valued supporter of Tofield students.

Your support is more than just a donation; it's an investment in the future of our youth. By helping us experience the world, you play a vital role in shaping the next generation of leaders, thinkers, and doers.

If you'd like to contribute or have any questions, please don't hesitate to contact Ms. Cook (kcook@brsd.ab.ca). We would be happy to arrange the collection of donated items.

Thank you for considering this request and for supporting our efforts to create an unforgettable educational journey. Together, we can make a difference in the lives of young people and strengthen the bonds of our community.

Warm regards,

Tofield Travel Club Students (TOU 1910), Ms. Katherine Cook, Teacher

Tofield School
kcook@brsd.ab.ca

TOWN OF TOFIELD
MONTHLY STATEMENT
MONTH ENDING January 31, 2025

| | General Account | Investments | Investment-Nesbitt Burns | TOTAL |
|---|-----------------|-------------|--------------------------|--------------|
| Net Balance at End of Previous Month | 2,572,094.82 | 0.00 | 1,735,834.33 | 4,307,929.15 |
| ADD: | | | | |
| Receipts for the Month | 521,357.76 | | | 521,357.76 |
| Debentures Short Term Investment | | | 300,000.00 | 300,000.00 |
| Interest on Account | 6,800.65 | | 81,519.41 | 88,320.06 |
| Cancel Cheques | | | | 0.00 |
| Reverse Annual Fees M/C | | | | 0.00 |
| Service Charge Reversal | | | | 0.00 |
| Sub Total | 3,100,253.23 | 0.00 | 2,117,353.74 | 5,217,606.97 |
| LESS: | | | | |
| Disbursements for the Month | 605,856.92 | 0.00 | | 605,856.92 |
| Utility Deposits | | | | 0.00 |
| Debenture Payments Investment | 300,000.00 | | | 300,000.00 |
| Service Charges | 202.05 | | | 202.05 |
| NSF Cheque | 1,478.29 | | | 1,478.29 |
| Cancel Receipt | | | | 0.00 |
| Overdraft Interest | | | | 0.00 |
| NET BALANCE AT END OF MONTH | 2,192,715.97 | 0.00 | 2,117,353.74 | 4,310,069.71 |
| | | | | |
| Balance at End of Month from Statement | 2,202,734.95 | 0.00 | 2,117,353.74 | 4,320,088.69 |
| ADD: | | | | |
| O/S Telebank | | | | 0.00 |
| O/S e-Transfer | | | | 0.00 |
| Outstanding Deposits | 2,147.60 | | | 2,147.60 |
| O/S Interac (Option Pay) | 853.86 | | | 853.86 |
| O/S Interac (Moneris) | | | | 0.00 |
| Sub Total | 2,205,736.41 | 0.00 | 2,117,353.74 | 4,323,090.15 |
| LESS: | | | | |
| O/S Direct Deposit | | | | 5,605.65 |
| Outstanding Cheques | 5,605.65 | | | 5,605.65 |
| O/S Telebank | 7,414.79 | | | 7,414.79 |
| Bank Error | 0.00 | | | 0.00 |
| NET BALANCE AT END OF MONTH | 2,192,715.97 | 0.00 | 2,117,353.74 | 4,310,069.71 |
| 0.00 | | | | |

THIS STATEMENT SUBMITTED TO COUNCIL THIS 10TH DAY OF FEBRUARY, 2025.

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



COUNCIL BUDGET PREYEAR END INTERIM BUDGET - 2025 31-Jan-25

| | THIS PERIOD | YEAR-TO DATE | INTERIM BUDGET | VARIANCE | % |
|---|---------------------|---------------------|-----------------------|-----------------------|-------------|
| OPERATING REVENUES | | | | | |
| 1-02-000-00 General Municipal Revenues | (50,568.62) | (50,568.62) | (460,000.00) | (409,431.38) | 10.99 |
| 1-12-000-00 Administration | (6,761.75) | (6,761.75) | (163,440.00) | (156,678.25) | 4.14 |
| 1-26-000-00 Bylaw Enforcement | (240.00) | (240.00) | (43,100.00) | (42,860.00) | 0.56 |
| 1-32-000-00 Roads, Streets, Walks, Lighting | (800.00) | (800.00) | (43,929.00) | (43,129.00) | 1.82 |
| 1-33-000-00 Airport | (4,608.80) | (4,608.80) | (20,208.00) | (15,599.20) | 22.81 |
| 1-41-000-00 Water Supply & Distribution | (119,930.51) | (119,930.51) | (1,333,810.00) | (1,213,879.49) | 8.99 |
| 1-42-000-00 Sanitary Sewage & Treatment | (11,502.21) | (11,502.21) | (147,500.00) | (135,997.79) | 7.80 |
| 1-43-000-00 Garbage Collection & Disposal | (10,720.00) | (10,720.00) | (126,200.00) | (115,480.00) | 8.49 |
| 1-51-000-00 Family Community Support Services | (45,657.91) | (45,657.91) | (559,107.00) | (513,449.09) | 8.17 |
| 1-56-000-00 Cemetery | - | - | (35,000.00) | (35,000.00) | - |
| 1-66-000-00 Subdivision Land & Development | - | - | (70,000.00) | (70,000.00) | - |
| 1-70-000-00 Community Develop. Administration | - | - | (11,000.00) | (11,000.00) | - |
| 1-71-000-00 Tourism/Economic Development | - | - | (29,000.00) | (29,000.00) | - |
| 1-72-000-00 Community Hall | (1,390.00) | (1,390.00) | (41,460.00) | (40,070.00) | 3.35 |
| 1-73-000-00 Transportation Tofield Bus | (2,461.00) | (2,461.00) | (20,000.00) | (17,539.00) | 12.31 |
| 1-74-000-00 Recreation Programs | - | - | (8,100.00) | (8,100.00) | - |
| 1-76-000-00 Parks | - | - | (75,954.00) | (75,954.00) | - |
| 1-75-000-00 Library | - | - | (118,395.00) | (118,395.00) | - |
| TOTAL: OPERATING REVENUES | (254,640.80) | (254,640.80) | (3,306,203.00) | (3,051,562.20) | 7.70 |



COUNCIL BUDGET PREYEAR END INTERIM BUDGET - 2025 31-Jan-25

| | THIS PERIOD | YEAR-TO DATE | INTERIM BUDGET | VARIANCE | % |
|---|-------------------|-------------------|---------------------|---------------------|-------------|
| OPERATING EXPENDITURES | | | | | |
| 2-11-000-00 Council & Other Legislative | 5,591.48 | 5,591.48 | 97,200.00 | 91,608.52 | 5.75 |
| 2-12-000-00 General Administration | 80,241.55 | 80,241.55 | 1,179,118.00 | 1,098,876.45 | 6.81 |
| 2-23-000-00 Fire Fighting & Preventative Serv | - | - | 375,880.00 | 375,880.00 | - |
| 2-26-000-00 Bylaw Enforcement | (439.00) | (439.00) | 190,461.00 | 190,900.00 | (0.23) |
| 2-32-000-00 Roads, Streets, Walks & Lighting | 41,584.63 | 41,584.63 | 1,225,525.00 | 1,183,940.37 | 3.39 |
| 2-33-000-00 Airport | 100.00 | 100.00 | 20,900.00 | 20,800.00 | 0.48 |
| 2-41-000-00 Water Supply & Distribution | 12,496.90 | 12,496.90 | 1,297,823.00 | 1,285,326.10 | 0.96 |
| 2-42-000-00 Sanitary Sewage & Treatment | 22,052.76 | 22,052.76 | 172,480.00 | 150,427.24 | 12.79 |
| 2-43-000-00 Garbage Collection & Disposal | 9,064.00 | 9,064.00 | 108,768.00 | 99,704.00 | 8.33 |
| 2-51-000-00 Family Community Support Services | 37,722.58 | 37,722.58 | 563,597.00 | 525,874.42 | 6.69 |
| 2-56-000-00 Cemetery | 2,627.27 | 2,627.27 | 32,995.00 | 30,367.73 | 7.96 |
| 2-66-000-00 Subdivision Land & Development | - | - | 70,000.00 | 70,000.00 | - |
| 2-70-000-00 Community Development Administratio | 8,802.33 | 8,802.33 | 171,495.00 | 162,692.67 | 5.13 |
| 2-71-000-00 Tourism/Economic Development | 1,208.55 | 1,208.55 | 128,350.00 | 127,141.45 | 0.94 |
| 2-72-000-00 Community Hall | 2,537.32 | 2,537.32 | 57,240.00 | 54,702.68 | 4.43 |
| 2-73-000-00 Transportation Tofield Bus | 1,360.07 | 1,360.07 | 26,000.00 | 24,639.93 | 5.23 |
| 2-74-000-00 Recreation Program | 4,688.08 | 4,688.08 | 45,200.00 | 40,511.92 | 10.37 |
| 2-76-000-00 Parks | 19,170.01 | 19,170.01 | 491,510.00 | 472,339.99 | 3.90 |
| 2-75-000-00 Library | 11,783.07 | 11,783.07 | 199,952.00 | 188,168.93 | 5.89 |
| 2-99-752-00 Beaver Foundation Requisition | 33,760.07 | 33,760.07 | 135,040.00 | 101,279.93 | 25.00 |
| TOTAL: OPERATING EXPENDITURES | 294,351.67 | 294,351.67 | 6,589,534.00 | 6,295,182.33 | 4.47 |

| | | |
|-----------------------|--------------------|-------------|
| January 2025 Advances | Stub 12728 – 12744 | \$18,450.00 |
| January 2025 Payroll | Stub 12774 – 12798 | \$83,193.46 |
| January 2025 Council | Stub 12799 – 12803 | \$ 4,613.76 |

Total \$106,257.22

0.*

18,450.00+

83,193.46+

4,613.76+

003

106,257.22*

371,457.99+

566.29+

2,000.00+

39,914.32+

52,502.10+

008

572,697.92*

0.*

02/05/25 14:35:37

ACCOUNTS PAYABLES LISTING BY FUNCTION

PAGE 1

| Function | Date | Account Number (Including Delimiters) | Reference Number | Transaction Description | Transaction Description Additional | Transaction Amount |
|----------|----------|---|---------------------|----------------------------------|--|-----------------------|
| 11 | 25/01/17 | 2-11-211-00 | C900012751 | NEUFELD, CINDY | LUNCH / IMC | 148.12 |
| | 25/01/24 | 2-11-211-00 | C000016876 | VAN STRAATEN, SANDI | COUNCIL LUNCH | 297.50 |
| | | | | | FUNCTION TOTAL | 445.62 |
| 12 | 25/01/24 | 2-12-211-00 | C900012763 | EDWARDS, JEFFREY C. | MILEAGE/ BRP | 93.94 |
| | 25/01/16 | 2-12-215-00 | AP DRCT DB | TELUS MOBILITY | BUSINESS CONNECT - ADMIN | 359.57 |
| | 25/02/06 | 2-12-215-00 | AP DRCT DB | TELUS COMMUNICATIONS LTD. | INTERNET - ADMIN | 120.00 |
| | 25/02/07 | 2-12-221-00 | C900012834 | SHINEATEK CORP. | MANAGED SERVICES | 2,834.08 |
| | 25/01/24 | 2-12-225-00 | C000016875 | SOCIETY OF LOCAL GOVERNMENT | PROFESSIONAL FEES | 440.00 |
| | 25/02/07 | 2-12-225-00 | C900012819 | ASSOCIATION OF ALBERTA MUNICIPAL | MEMBERSHIP FEE | 3,305.06 |
| | 25/02/07 | 2-12-230-00 | C900012835 | TANMAR CONSULTING INC. | ASSESSMENT SERVICES | 2,082.50 |
| | 25/02/07 | 2-12-230-00 | C900012833 | REYNOLDS MIRTH RICHARDS & FARM | GENERAL MATTERS | 1,357.00 |
| | 25/01/24 | 2-12-230-01 | C900012771 | SITEDOCS SAFETY ULC | ANNUAL SUBSCRIPTION | 5,539.50 |
| | 25/01/30 | 2-12-230-01 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 418.65 |
| | 25/02/07 | 2-12-230-01 | C900012827 | HERKLOTZ, WYATT | SAFETY BOOTS | 319.99 |
| | 25/02/07 | 2-12-230-02 | C900012840 | ZAG CREATIVE GROUP INC. | SOCIAL MEDIA STRATEGY | 2,500.00 |
| | 25/02/07 | 2-12-230-02 | C900012840 | ZAG CREATIVE GROUP INC. | WEBSITE MAINTENANCE | 350.00 |
| | 25/01/31 | 2-12-240-00 | C900012806 | DEMERS, ELISA | JANITORIAL - ADMIN | 350.00 |
| | 25/01/31 | 2-12-240-00 | C900012811 | PIDERNAL, MARY GRACE | JANITORIAL - ADMIN | 350.00 |
| | 25/02/07 | 2-12-250-00 | C900012822 | CANADIAN LINEN AND UNIFORM | RUGS | 56.39 |
| | 25/02/07 | 2-12-250-00 | C900012822 | CANADIAN LINEN AND UNIFORM | RUGS | 56.39 |
| | 25/01/24 | 2-12-510-00 | C900012769 | PLATINUM SUPPLY 2022 LTD. | JANITORIAL | 272.40 |
| | 25/01/30 | 2-12-510-00 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 72.97 |
| | 25/01/30 | 2-12-510-00 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 25.00 |
| | 25/01/31 | 2-12-510-00 | C900012812 | PLATINUM SUPPLY 2022 LTD. | GARBAGE BAGS | 51.17 |
| | 25/02/07 | 2-12-510-00 | C900012839 | TRU HARDWARE | BILLINGS | 39.17 |
| | 25/02/07 | 2-12-510-00 | C900012829 | IRON MOUNTAIN CANADA OPERATION | RECYCLE BIN | 299.53 |
| | 25/02/07 | 2-12-510-00 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 616.96 |
| | 25/01/21 | 4-12-230-00 | AP DRCT DB | RECEIVER GENERAL | REMITTANCE | 2,000.00 |
| | 25/02/06 | 4-12-230-00 | AP DRCT DB | RECEIVER GENERAL | REMITTANCE | 27,131.78 |
| | 25/02/06 | 4-12-231-00 | AP DRCT DB | RECEIVER GENERAL | REMITTANCE | 18,137.36 |
| | 25/02/06 | 4-12-232-00 | AP DRCT DB | RECEIVER GENERAL | REMITTANCE | 5,649.88 |
| | 25/01/31 | 4-12-234-00 | C900012810 | LOCAL AUTHORITIES PENSION PLAN | EMP #215 - REMITTANCE | 20,852.77 |
| | 25/02/07 | 4-12-235-00 | C900012818 | AMSC INSURANCE SERVICES LTD. | REMITTANCE/ ACCT 2-0815 | 14,231.82 |
| | 25/01/31 | 4-12-239-00 | C900012815 | TOWN OF TOFIELD SOCIAL FUND | REMITTANCE | 200.00 |
| | 25/01/30 | 4-12-241-00 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 362.98 |
| | 25/01/30 | 4-12-241-00 | AP DRCT DB | ALBERTA MUNICIPAL SERVICES COR | POWER & GAS | 37,498.95 |
| | | | | | FUNCTION TOTAL | 147,975.81 |
| 26 | 25/02/07 | 2-26-250-00 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 369.73 |
| | 25/02/07 | 2-26-255-00 | C900012832 | RAMEUS INVESTMENTS | SNOW REMOVAL | 439.00 |
| | | | | | FUNCTION TOTAL | 808.73 |

| Function | Date | Account Number (Including Delimiters) | Reference Number | Transaction Description | Transaction Description Additional | Transaction Amount |
|----------|----------|---|---------------------|--------------------------------|--|-----------------------|
| 32 | 25/01/16 | 2-32-215-00 | AP DRCT DB | TELUS MOBILITY | BUSINESS CONNECT - OPERATIONS | 35.95 |
| | 25/02/06 | 2-32-215-00 | AP DRCT DB | TELUS COMMUNICATIONS LTD. | INTERNET - PUBLIC WORKS | 137.00 |
| | 25/02/06 | 2-32-215-00 | AP DRCT DB | TELUS MOBILITY | CELL PHONES- OPERATIONS | 426.04 |
| | 25/02/07 | 2-32-520-00 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 166.44 |
| | 25/02/07 | 2-32-520-00 | C900012826 | GREGG DISTRIBUTORS | NUTS & BOLTS | 17.18 |
| | 25/02/07 | 2-32-520-41 | C900012826 | GREGG DISTRIBUTORS | RED L.E.D. ROCKER SWITCH | 4.34 |
| | 25/01/31 | 2-32-520-42 | C900012813 | SHERWOOD DODGE | REPAIRS/ HEATING, KEYS | 4,362.41 |
| | 25/02/07 | 2-32-520-45 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 309.05 |
| | 25/02/07 | 2-32-520-47 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 44.44 |
| | 25/02/07 | 2-32-520-47 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 67.79 |
| | 25/02/07 | 2-32-520-48 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 29.50 |
| | 25/02/07 | 2-32-520-53 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 173.36 |
| | 25/02/07 | 2-32-520-53 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 101.70 |
| | 25/02/07 | 2-32-520-54 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 143.07 |
| | 25/02/07 | 2-32-520-57 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 68.90 |
| | 25/02/07 | 2-32-520-57 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 131.83 |
| | 25/02/07 | 2-32-520-59 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 149.68 |
| | 25/02/07 | 2-32-521-00 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | PUBLIC WORKS FUEL | 3,798.44 |
| | 25/01/17 | 2-32-530-00 | C000016869 | SILVERSMITH CANADA, ULC | ANNUAL HOSTING | 1,250.00 |
| | 25/01/24 | 2-32-530-00 | C900012761 | CANADIAN NATIONAL | GATES MAINTENANCE | 403.50 |
| | 25/01/30 | 2-32-530-00 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 188.88 |
| | 25/02/07 | 2-32-530-00 | C900012820 | BEAVER COUNTY | 2025 YEARLY MAINTENANCE | 6,881.00 |
| | 25/02/07 | 2-32-530-00 | C900012839 | TRU HARDWARE | BILLINGS | 19.07 |
| | 25/02/07 | 2-32-530-00 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 232.63 |
| | 25/02/07 | 2-32-530-00 | C900012823 | CANADIAN NATIONAL | GATES MAINTENANCE | 403.50 |
| | 25/02/07 | 2-32-530-00 | C900012822 | CANADIAN LINEN AND UNIFORM | RUGS | 34.45 |
| | 25/02/07 | 2-32-530-00 | C900012822 | CANADIAN LINEN AND UNIFORM | RUGS | 34.45 |
| | 25/01/31 | 2-32-530-02 | C900012807 | DRIVEN TRANSPORT INC | ROAD CRUSH | 600.00 |
| | | | | | FUNCTION TOTAL | 20,214.60 |
| 33 | 25/01/31 | 2-33-250-00 | C900012806 | DEMERS, ELISA | JANITORIAL - AIRPORT | 50.00 |
| | 25/01/31 | 2-33-250-00 | C900012811 | PIDERNAL, MARY GRACE | JANITORIAL - AIRPORT | 50.00 |
| | | | | | FUNCTION TOTAL | 100.00 |
| 41 | 25/01/17 | 2-41-215-00 | C900012750 | MCSNET | CUST #0054024 / INTERNET | 109.90 |
| | 25/02/06 | 2-41-215-00 | AP DRCT DB | TELUS COMMUNICATIONS LTD. | PHONES - WATER STORAGE | 316.92 |
| | 25/01/30 | 2-41-225-00 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 313.12 |
| | 25/01/30 | 2-41-225-00 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 390.00 |
| | 25/01/31 | 2-41-250-00 | C900012809 | JL METALWORKS | WEST RSRVR/ REPAIR AIR UNIT | 230.00 |
| | 25/02/07 | 2-41-250-00 | C900012823 | CANADIAN NATIONAL | SEWER LINE CROSSING | 90.00 |
| | 25/02/07 | 2-41-550-00 | C900012828 | HIGHWAY 14 REGIONAL WATER | ACCT 371341.01 | 29,656.68 |
| | 25/02/07 | 2-41-550-00 | C900012828 | HIGHWAY 14 REGIONAL WATER | ACCT 395431.01 | 46,013.41 |
| | | | | | FUNCTION TOTAL | 77,120.03 |

| Function | Date | Account Number (Including Delimiters) | Reference Number | Transaction Description | Transaction Description Additional | Transaction Amount |
|----------|----------|---|---------------------|--------------------------------|--|-----------------------|
| 42 | 25/01/17 | 2-42-215-00 | C900012750 | MCSNET | CUST #0054024 / INTERNET | 74.85 |
| | 25/01/24 | 2-42-215-00 | C000016873 | HI-WAY 9 EXPRESS LTD. | FREIGHT/ LIFT STATION HEATER | 172.62 |
| | 25/02/06 | 2-42-215-00 | AP DRCT DB | TELUS COMMUNICATIONS LTD. | PHONES - SEWER | 66.64 |
| | 25/01/17 | 2-42-250-00 | C000016867 | B & M PLUMBING & HEATING | SNAKE @ 5607-49 STREET | 335.00 |
| | 25/01/17 | 2-42-250-00 | C900012745 | BELL MOBILITY | CELL PHONES | 7.96 |
| | 25/02/07 | 2-42-250-00 | C000016879 | DEXON CANADA AIR SYSTEMS INC. | BLOWER HEATER REPAIR | 2,165.66 |
| | | | | | FUNCTION TOTAL | 2,822.73 |
| 43 | 25/01/31 | 2-43-550-00 | C900012805 | CLAYSTONE WASTE LTD. | GARBAGE COLLECTION | 9,064.00 |
| | | | | | FUNCTION TOTAL | 9,064.00 |
| 51 | 25/01/16 | 2-51-215-00 | AP DRCT DB | TELUS MOBILITY | BUSINESS CONNECT - FCSS | 143.80 |
| | 25/01/24 | 2-51-221-00 | C000016877 | VOLUNTEER ALBERTA | MEMBERSHIP | 120.00 |
| | 25/01/31 | 2-51-245-00 | C900012806 | DEMERS, ELISA | JANITORIAL - FCSS | 50.00 |
| | 25/01/31 | 2-51-245-00 | C900012811 | PIDERNAL, MARY GRACE | JANITORIAL - FCSS | 50.00 |
| | 25/02/07 | 2-51-400-01 | C900012826 | GREGG DISTRIBUTORS | FIRST AID KIT | 64.40 |
| | 25/02/07 | 2-51-400-01 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 54.24 |
| | 25/01/24 | 2-51-400-04 | C900012766 | IRVINE, CHARLENE | GENERAL COUNSELLOR | 3,520.00 |
| | 25/01/17 | 2-51-400-05 | C900012757 | WARAWA, LYNNETTE | YOUTH/SENIOR ENGAGEMENT | 34.99 |
| | 25/01/24 | 2-51-400-05 | C900012772 | SUTTON, JAMIE R | EXPENSES/ SENIORS FRAUD | 231.73 |
| | 25/02/07 | 2-51-400-06 | C900012838 | TOFIELD LODGE | MEALS ON WHEELS | 492.00 |
| | 25/01/17 | 2-51-400-11 | C900012757 | WARAWA, LYNNETTE | EXPENSES | 56.30 |
| | 25/01/17 | 2-51-400-11 | C900012748 | KELLER, TOM | SC/ MILEAGE | 108.95 |
| | 25/02/07 | 2-51-510-00 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | BILLINGS | 155.79 |
| | | | | | FUNCTION TOTAL | 5,082.20 |
| 56 | 25/01/24 | 2-56-250-00 | C900012768 | NELSON GRANITE LIMITED | PLAQUE / RUPERT | 593.00 |
| | 25/02/07 | 2-56-250-00 | C900012830 | NELSON GRANITE LIMITED | PLAQUE/ SCHACHER | 593.00 |
| | | | | | FUNCTION TOTAL | 1,186.00 |
| 66 | 25/01/24 | 4-66-480-00 | C900012773 | WILD ROSE CO-OPERATIVE ASSOCIA | REPAYMENT/ SITE SERVICING | 50,000.00 |
| | 25/01/24 | 4-66-480-00 | C900012773 | WILD ROSE CO-OPERATIVE ASSOCIA | REPAYMENT/ LANDSCAPING | 34,500.00 |
| | | | | | FUNCTION TOTAL | 84,500.00 |
| 71 | 25/02/06 | 2-71-215-00 | AP DRCT DB | TELUS COMMUNICATIONS LTD. | PHONES - NATURE CENTRE | 86.59 |
| | 25/01/31 | 2-71-240-00 | C900012806 | DEMERS, ELISA | JANITORIAL - NATURE CENTRE | 150.00 |
| | 25/01/31 | 2-71-240-00 | C900012811 | PIDERNAL, MARY GRACE | JANITORIAL - NATURE CENTRE | 150.00 |
| | 25/02/07 | 2-71-250-00 | C000016878 | BP'S GLASS | WINDOW REPLACEMENT @NTR CTR | 479.38 |
| | 25/01/30 | 2-71-400-01 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 19.80 |

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ACCOUNTS PAYABLES LISTING BY FUNCTION

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| Function | Date | Account Number (Including Delimiters) | Reference Number | Transaction Description | Transaction Description Additional | Transaction Amount |
|----------|----------|---|---------------------|--------------------------------|--|-----------------------|
| 71 | 25/02/07 | 2-71-411-00 | C900012836 | THE MARKETER | 2025 GO EAST GUIDE | 800.00 |
| | | | | | FUNCTION TOTAL | 1,685.77 |
| 72 | 25/01/17 | 2-72-240-00 | C900012746 | DUKART, DENISE M. | HALL CARETAKER | 750.00 |
| | 25/01/31 | 2-72-240-00 | C900012808 | DUKART, DENISE M. | HALL CARETAKER | 750.00 |
| | 25/01/24 | 2-72-255-00 | C900012769 | PLATINUM SUPPLY 2022 LTD. | JANITORIAL | 543.78 |
| | | | | | FUNCTION TOTAL | 2,043.78 |
| 73 | 25/01/17 | 2-73-251-00 | C900012745 | BELL MOBILITY | CELL PHONES | 15.47 |
| | 25/01/24 | 2-73-251-00 | C900012767 | LAMB FORD SALES LTD. | HANDIVAN REPAIR | 149.60 |
| | 25/01/24 | 2-73-251-00 | C900012762 | CHEHADE, BRENDA | SHUTTLE DRIVER/ JAN 1-15, 2025 | 75.00 |
| | 25/01/24 | 2-73-251-00 | C900012764 | FORSTNER, DORIS | SHUTTLE DRIVER/ JAN 1-15, 2025 | 450.00 |
| | 25/01/24 | 2-73-251-00 | C900012760 | BENIUK, HEATHER | SHUTTLE DRIVER / JAN 1-15 2025 | 190.00 |
| | 25/01/24 | 2-73-251-00 | C000016872 | ANYTIME TOWING | HANDIVAN TOWING | 480.00 |
| | 25/02/07 | 2-73-251-00 | C000016880 | NAPA AUTO PARTS TOFIELD | BILLINGS | 39.56 |
| | 25/02/07 | 2-73-251-00 | C900012824 | CANOE PROCUREMENT GROUP OF CAN | FUEL - HANDIVAN | 363.14 |
| | 25/02/07 | 2-73-251-00 | C900012825 | FORSTNER, DORIS | SHUTTLE DRIVER/ JAN 16-31 | 225.00 |
| | 25/02/07 | 2-73-251-00 | C900012821 | BENIUK, HEATHER | SHUTTLE DRIVER/ JAN 1-31 | 350.00 |
| | 25/02/07 | 2-73-251-00 | C900012831 | POWERS, RON | SHUTTLE DRIVER/ JAN 15-31 | 160.00 |
| | | | | | FUNCTION TOTAL | 2,497.77 |
| 74 | 25/01/31 | 1-74-400-10 | C900012814 | TOFIELD AGRICULTURAL SOCIETY | ARENA MTG RM/ LEBLANC | 55.00 |
| | | | | | FUNCTION TOTAL | 55.00 |
| 75 | 25/02/06 | 2-75-215-00 | AP DRCT DB | TELUS COMMUNICATIONS LTD. | PHONES - LIBRARY | 153.37 |
| | 25/01/31 | 2-75-240-00 | C900012806 | DEMERS, ELISA | JANITORIAL - LIBRARY | 200.00 |
| | 25/01/31 | 2-75-240-00 | C900012811 | PIDERNAL, MARY GRACE | JANITORIAL - LIBRARY | 200.00 |
| | | | | | FUNCTION TOTAL | 553.37 |
| 76 | 25/02/06 | 2-76-215-00 | AP DRCT DB | TELUS MOBILITY | CELL PHONES - PARKS | 105.74 |
| | 25/01/31 | 2-76-215-01 | C900012817 | XPLORE INC. | ACCT 1672172/ WIFI | 160.00 |
| | 25/01/30 | 2-76-225-00 | AP DRCT DB | BMO BANK OF MONTREAL | BILLINGS | 546.00 |
| | 25/02/06 | 2-76-250-01 | AP DRCT DB | TELUS MOBILITY | CELL PHONES - PARKS | 105.75 |
| | | | | | FUNCTION TOTAL | 917.49 |
| 99 | 25/01/31 | 2-99-752-00 | C900012804 | BEAVER FOUNDATION | REQUISITION | 33,760.07 |

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ACCOUNTS PAYABLES LISTING BY FUNCTION

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| Function | Date | Account Number (Including Delimiters) | Reference Number | Transaction Description | Transaction Description Additional | Transaction Amount |
|----------|------|---|---------------------|----------------------------|--|----------------------------------|
| | | | | | | FUNCTION TOTAL 33,760.07 |
| | | | | | | FINAL TOTALS TOTAL 390,832.97 |

*** END OF REPORT ***



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR116914

January 20, 2025

Her Worship Debora Lynn Dueck
Mayor
Town of Tofield
Box 30
Tofield, AB T0B 4J0

Dear Mayor Dueck:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Tofield has been approved for a grant of \$120,000 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Stormwater Flooding Risk Mitigation – Establishing an Action Plan for the Town of Tofield project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver
Minister

cc: Honourable Rick Wilson, MLA, Maskwacis-Wetaskiwin
Jackie Lovely, MLA, Camrose
Kevin Smook, Reeve, Beaver County
Cindy Neufeld, Chief Administrative Officer, Town of Tofield
Kayleena Spiess, Chief Administrative Officer, Beaver County

Jeff Edwards

From: Beaver Hills Biosphere <info@beaverhills.ca>
Sent: February 4, 2025 3:10 PM
To: Beaver Hills Biosphere
Subject: A Personal Invitation to a Beaver Hills Biosphere Special Event

Importance: High

Good afternoon, friends, partners, colleagues, elected officials:

On behalf of the Biosphere, I wish to personally invite you to our [Open House, Forum and Youth Summit, March 11-13, 2025](#) in the Agora Room at the Strathcona County Community Centre in Sherwood Park.

Some of you may have been with us in 2023 for our inaugural open house and forum where we formally introduced many of you to the Beaver Hills Biosphere and the organizations and individuals contributing to the environmental, social, economic and cultural well being of the Beaver Hills region.

This year, we're building on the success of that initial event and bringing you more opportunities to learn, connect and network with others who are interested in and passionate about all the Biosphere has to offer.

The theme of this year's event is *Stories From the Land* and you'll hear from passionate people and organizations about the work and efforts underway that are connecting people and nature, transforming knowledge into action and inspiring a positive future in this distinct Alberta landscape.

I encourage you to register today and look forward to seeing you there.

Brian E. Ilnicki
Executive Director
Beaver Hills Biosphere
A UNESCO Biosphere
beaverhills.ca



**Beaver Hills
BIOSPHERE**

**2025 OPEN HOUSE, FORUM
AND YOUTH SUMMIT**

Stories from the Land

Building on the success of our 2023 Open House and Forum, the Beaver Hills Biosphere is excited to announce we are hosting a bigger and better three-part event on March 11 – 13, 2025, consisting of an Open House (March 11), Forum (March 12) and Youth Summit (March 13). The theme of this series of events is Stories From the Land.

Learn more, register today →



Open House

March 11 | 6:00 pm – 9:00 pm

Become reacquainted with the Biosphere and the Beaver Hills from both Western and Indigenous perspectives, and get to know others who are passionate about the Beaver Hills at this evening mix and

Forum

March 12 | 8:30 am – 4:00 pm

Hear from the people and organizations who are actively involved in projects and initiatives in the Biosphere. Find out what they are passionate about, what they are doing, how they do it and why it matters.

Youth Summit

March 13 | 8:30 am – 4:00 pm

Our first ever event focused on young professionals (18-35), this summit is for youth to learn from each other and engage with the Beaver Hills Biosphere, our partners and the broader UNESCO network.

Hello,

We are writing to you today to see the above letter for the Viking School.

The Battle River School Division is hosting this event and they are inviting all the schools in the Division. These students will be coming to the Viking Carena for this event. Our children learn Indigenous Culture as part of the Alberta School curriculum.

They asked if we could pass along the message for sponsorship, as this event is open to all of those residents in the Battle River School Division.

Thank you for your consideration.

Administration

Town of Viking Office

780-336-3466

info.account@viking.ca

www.viking.ca



A progressive crossroads community with a Future!



Viking, Alberta
Tel: (78)
Fax: (78)

Viking School

To whom it may concern,

We are writing on behalf of Viking School to follow up on our previous letter in which we requested your generous support for our Powwow. Battle River School Division will host the 3rd Annual Powwow in Viking, Alberta, on May 22, 2025. This event is a special celebration of Indigenous culture, bringing together students, families, and the wider community to honour traditions, promote understanding, and build lasting connections.

Should you decide to contribute to this event we are hoping to finalize our budget by February 7 2025, as we need to book our Elders, dancers and drum groups by this date. If you are interested, your agency is invited to participate in the grand entry portion of the powwow, an opportunity to walk alongside our students, dancers, and community members as we begin the festivities. Please feel free to contact lgolka@brsd.ab.ca or tdoerksen@brsd.ab.ca if you require more information or have any questions.

Thank you once again for considering our request. We sincerely hope you will join us for the Powwow.

Sincerely,

Bronze Level Sponsorship - any monetary donation

Silver Level Sponsorship - \$300 to sponsor a dancer/\$500 to sponsor a lead dancer

Gold Level Sponsorship - \$700 to sponsor an Elder/\$1400 to sponsor 2 Elders

Platinum Level Sponsorship - \$2400 to sponsor a drum group

All cheques need to be made out to the Battle River School Division.



60
YEARS

**Beaver County
Water Assessment
Summary Report**

Submitted to:



**Beaver County
5120 - 50 Street
Ryley, AB T0B 4A0**

Submission Date:

January 2025

BASE Project Number:

24EEME6035

Submitted By:

Beairsto & Associates

ENGINEERING & SURVEY | 60 YEARS

Address: 10940 - 92 Avenue, Grande Prairie, AB T8V 6B5

Phone: 780-532-4919

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1

INTRODUCTION

The Beaver County Water Assessment provides a comprehensive review of water resource availability, management practices, and infrastructure needs across the County. The report examines both potable and non-potable water systems to ensure sustainable resource management for residential, agricultural, industrial, and commercial users.

The scope of the assessment includes evaluating current water sources, distribution networks, and projected infrastructure needs, with a focus on key communities and industrial developments. The report also considers population growth, climate variability, and regulatory requirements, including licensing and compliance with the Highway 14 Regional Water Services Commission.

Data for this assessment was gathered through stakeholder consultations, municipal records, engineering evaluations, and historical water use patterns. This approach ensures that recommendations are based on both quantitative data and qualitative input, providing a well-informed strategy for long-term water resource management.

By addressing both potable and non-potable water needs, the assessment aims to support regional growth while promoting sustainability, infrastructure efficiency, and proactive planning.

2

WATER SOURCES & AVAILABILITY

Beaver County's water supply consists of both potable and non-potable sources, serving residential, agricultural, industrial, and commercial users.

2.1 Potable Water

Potable water is primarily provided by the Highway 14 Regional Water Services Commission, which sources treated water from Strathcona County. The system includes transmission lines, reservoirs, and pump stations that distribute water to communities and rural users. While the current system meets basic needs, infrastructure limitations, including bottlenecks and aging components, create challenges during peak demand periods. Expanding potable water sources and upgrading transmission infrastructure will be necessary to support future growth.

2.2 Non-Potable Water

Non-potable water plays a vital role in reducing demand on potable supplies, particularly for agricultural irrigation and industrial use. Viking currently operates a non-potable truck fill station, and additional non-potable sources are being explored through stormwater management systems, reservoirs, and reactivated storage facilities. The County has the potential to develop up to 1,300,000 m³ of additional non-potable water capacity to support regional sustainability.

By managing both potable and non-potable resources efficiently, Beaver County can enhance water security, reduce strain on treated water supplies, and support long-term economic and community development.

3

WATER DEMAND & USAGE

Water demand in Beaver County is driven by agricultural, industrial, residential, and commercial users. Each sector has unique requirements, and future water management must balance growing demand with available supply, particularly during peak usage periods and drought conditions.

3.1 Agricultural Water Use

Agriculture is the largest consumer of water in the County, with significant demand for crop irrigation and livestock watering. Non-potable water sources are increasingly being considered to reduce reliance on treated water. In drought years, agricultural demand can exceed 1 billion cubic meters annually, emphasizing the need for sustainable water management strategies.

3.2 Industrial Water Use

Industrial growth, particularly in designated industrial parks, is increasing water demand. While potable water is currently used for many industrial processes, the County is exploring non-potable alternatives to support cooling systems, cleaning, and manufacturing operations. Developing dedicated non-potable reservoirs and distribution networks will be critical to sustaining industrial expansion.

3.3 Residential & Commercial Water Use

Residential water demand has remained stable, but gradual population growth—particularly in key communities—is expected to increase consumption over time. Peak summer usage and outdoor watering put additional strain on potable water supplies. Similarly, commercial water demand is projected to rise as new businesses and service sectors develop alongside residential and industrial expansion.

3.4 Future Considerations

As water demand rises across all sectors, Beaver County must invest in infrastructure upgrades, conservation initiatives, and non-potable water expansion to maintain a reliable and sustainable water supply. By prioritizing efficient resource management, the County can support long-term economic growth while protecting potable water for critical needs.



4 WATER SUPPLY ANALYSIS

Water supply is a critical factor in Beaver County's long-term growth and sustainability, supporting residential, agricultural, industrial, and commercial sectors. As demand increases due to population growth and industrial expansion, the County must ensure that both potable and non-potable water sources are available, reliable, and efficiently managed. The current potable water supply system delivers an average of 19.1 L/s, with peak flows reaching 37 L/s. However, projected increases in demand across all sectors could push the system beyond its 42.25 L/s design capacity, requiring infrastructure upgrades. Additionally, non-potable water demand—primarily for agriculture and industrial processes—could reach over 1.3 million cubic meters annually, emphasizing the need for dedicated non-potable water infrastructure.

4.1 Potable Water

Potable water in Beaver County is supplied by the Highway 14 Regional Water Services Commission, drawing from Strathcona County's licensed water source. Water is distributed via a regional transmission line that serves municipalities and rural users. The system experiences limitations, particularly in peak summer months, due to bottlenecks in the 200 mm (8") transmission line between Tofield and Rley and capacity constraints at key reservoirs and pump stations. Current demand estimates indicate that potable water requirements could rise by an additional 8.84 L/s for residential growth, 25.47 L/s for industrial expansion, and 0.32 L/s for commercial developments, totaling 53.73 L/s—exceeding the current system's ability to provide uninterrupted supply. To address this, the County is considering reservoir expansions, booster pump installations, and twinning of key transmission lines to prevent supply shortages.

4.2 Non-Potable Water

Non-potable water is a valuable resource for agriculture and industry, helping to reduce reliance on potable supplies. Viking currently operates a non-potable truck fill station, supported by a two-cell reservoir system with a 912,000 m³ capacity. Beyond this, the County has identified opportunities to develop up to 1,300,000 m³ of additional non-potable water capacity, utilizing stormwater management systems, reservoirs, and reactivated storage facilities. The growing industrial sector requires substantial process water, and expanding non-potable infrastructure could alleviate pressure on the potable system while ensuring adequate supply for industrial users.

4.3 Considerations

Beaver County must adopt a regional approach to water management, including infrastructure upgrades, alternative water sources, and conservation strategies, to ensure long-term sustainability and economic growth. Increasing both potable and non-potable water capacity will be essential to support development while maintaining a reliable supply for all users. Collaboration between municipalities, the Highway 14 Regional Water Services Commission, and industrial stakeholders will be key in securing funding, optimizing water use, and ensuring future resilience against rising demand and climate variability.



5

WATER MANAGEMENT & REGULATION

Effective water management in Beaver County relies on a regulated framework that balances potable and non-potable water use across residential, agricultural, industrial, and commercial sectors. Provincial regulations, municipal policies, and the role of the Highway 14 Regional Water Services Commission (the Commission) all shape how water is allocated, distributed, and conserved. As demand increases, licensing, infrastructure planning, and regional collaboration will be essential to ensuring a sustainable and secure water supply.

5.1 Regulatory Framework & Water Licensing

Water management in Alberta is governed by the Water Act, which regulates water diversions and allocations. In Beaver County, potable water is supplied primarily through the Commission, which sources water from Strathcona County under a licensed agreement. While the Commission ensures treated water distribution, the County itself does not hold water diversion licenses for potable sources.

For non-potable water, Viking holds a water diversion license for its truck fill station, which supplies non-potable water to agricultural and industrial users. As non-potable water demand grows, the County may need to pursue additional water licenses for sources such as stormwater ponds, reservoirs, and reactivated storage facilities to ensure sufficient supply for non-potable use without impacting potable reserves.

5.2 Role & Expectations of the Highway 14 Regional Water Services Commission

The Commission plays a key role in ensuring potable water availability for Beaver County's communities and industries. Given increasing demand, the Commission is expected to:

- Expand capacity through infrastructure upgrades, including pipeline twinning, additional reservoirs, and booster stations.
- Enhance system resilience by addressing bottlenecks and improving water flow reliability.
- Coordinate with municipalities on long-term regional water planning and conservation strategies.
- Ensure sustainable supply sourcing by working with Strathcona County and other stakeholders to increase licensed water allocations if necessary.

5.3 Water Diversion Licensing for Non-Potable Development

To support industrial and agricultural growth, the County may need to secure new water diversion licenses for non-potable sources, ensuring a sustainable, cost-effective supply for non-drinking water applications. A phased licensing strategy will be critical to aligning water resources with development needs while maintaining regulatory compliance.

5.4 Considerations

A regional approach to water management is essential to meeting future demand and ensuring long-term sustainability. The County should work with the Commission, municipalities, and provincial regulators to secure water rights, improve infrastructure, and promote conservation efforts. By investing in non-potable water development and optimizing potable water distribution, Beaver County can support economic growth while maintaining a resilient and efficient water system.

6

WATER CONSERVATION & EFFICIENCY

Efficient water use is essential for sustaining Beaver County's potable and non-potable water resources, particularly as demand grows across residential, agricultural, industrial, and commercial sectors. Conservation efforts can reduce strain on infrastructure, optimize water allocation, and support long-term sustainability. The County is implementing strategic initiatives to improve efficiency, manage peak demand, and encourage the use of alternative water sources.

6.1 Current Conservation Efforts

- **Promotion of Non-Potable Water Use:** Encouraging agricultural and industrial users to utilize stormwater ponds and reservoirs for irrigation, cooling, and processing instead of relying on potable water.
- **Seasonal Water Restrictions:** Implementing outdoor watering restrictions during peak summer months to prioritize essential water needs and prevent shortages.
- **Water Recycling in Reservoirs:** Recirculating water in municipal reservoirs to reduce waste and improve supply availability.

6.2 Strategies for Improved Efficiency

To further optimize water usage, the County is exploring new technologies, infrastructure upgrades, and policy measures:

- **Infrastructure Improvements:** Replacing aging pipes and reducing system leaks to prevent water loss.
- **Smart Water Management Technology:** Using real-time monitoring and smart meters to detect inefficiencies, track consumption, and improve response to water demands.
- **Expansion of Non-Potable Water Systems:** Investing in additional reservoirs, stormwater management, and non-potable distribution networks to supply growing industrial and agricultural users.
- **Public Education & Incentive Programs:** Promoting low-flow fixtures, drought-resistant landscaping, and rainwater harvesting to reduce household and commercial water consumption.
- **Regional Collaboration:** Coordinating with the Highway 14 Regional Water Services Commission and municipalities to align conservation goals and implement region-wide efficiency measures.

Beaver County must continue to invest in water conservation measures, expand non-potable water use, and modernize infrastructure to meet increasing demand without overburdening potable water supplies. Through strategic planning, regional cooperation, and technological advancements, the County can create a sustainable water management system that supports long-term growth and resource efficiency.

7

CHALLENGES & OPPORTUNITIES

Beaver County faces several key challenges in managing its water resources, including water scarcity, aging infrastructure, and increasing demand across residential, industrial, and agricultural sectors. However, these challenges also present opportunities for innovation and sustainability, particularly through expanded non-potable water use, infrastructure improvements, and conservation strategies.

7.1 Challenges

- **Water Scarcity & Drought:** Climate variability and increasing drought conditions put additional pressure on potable water supplies. Agricultural irrigation and industrial processes are particularly vulnerable, requiring alternative water sources and drought mitigation strategies.
- **Aging Infrastructure:** Many pipelines, reservoirs, and pump stations are nearing the end of their lifespan, requiring significant upgrades to maintain reliable service. The bottleneck in the transmission line between Tofield and Ryley is a key constraint affecting potable water availability.
- **Rising Water Demand:** Population growth, industrial expansion, and agricultural intensification are driving up water demand, increasing pressure on the existing system. Ensuring adequate supply for all sectors will require investment in new sources, storage capacity, and distribution infrastructure.

7.2 Opportunities

- **Expanding Non-Potable Water Use:** Developing stormwater reservoirs, industrial non-potable water systems, and reactivating storage facilities can reduce reliance on potable water while ensuring sufficient supply for non-drinking applications.
- **Water Recycling & Industrial Efficiency:** Encouraging industrial users to implement water recycling systems can significantly reduce freshwater consumption while maintaining productivity.
- **Smart Water Management & Leak Reduction:** Adopting smart metering, leak detection systems, and real-time monitoring technologies can improve efficiency, reduce waste, and optimize water distribution.
- **Regional Water Collaboration & Infrastructure Investment:** Partnering with the Highway 14 Regional Water Services Commission, municipalities, and industries to coordinate water management efforts, secure funding for infrastructure projects, and develop long-term supply strategies.

To address these challenges and capitalize on opportunities, Beaver County must pursue a comprehensive water management strategy that includes infrastructure modernization, non-potable water expansion, conservation initiatives, and regional planning efforts. By implementing these solutions, the County can ensure long-term water security, support economic growth, and enhance resilience against climate and demand pressures.



8

RECOMMENDATIONS & CONCLUSION

8.1 Recommendations

To ensure a sustainable and resilient water management framework, Beaver County must implement short-term, intermediate-term, and long-term strategies to address current challenges and support future growth.

Short-Term Recommendations

- **Immediate Infrastructure Upgrades:** Expand the West End Reservoir, install booster stations, and twin bottlenecked pipelines to address potable water capacity constraints.
- **Formation of a Regional Water Committee:** Establish a multi-stakeholder committee to coordinate planning, resource allocation, and emergency response efforts.
- **Develop Licensing & Funding for Non-Potable Water:** Secure water diversion licenses and funding for new non-potable sources such as stormwater reservoirs and industrial reuse systems.
- **Encourage Water Recycling in Industry:** Support businesses in implementing closed-loop water recycling to reduce potable water reliance.

Intermediate-Term Recommendations

- **Expand Non-Potable Water Infrastructure:** Develop new reservoirs, truck fill stations, and distribution networks for industrial and agricultural non-potable use.
- **Modernize Potable Water Transmission:** Upgrade aging pipelines, pump stations, and reservoir systems to enhance capacity and reliability.
- **Implement Smart Water Management:** Deploy real-time monitoring, smart meters, and leak detection to improve system efficiency.

8.2 Conclusion

Beaver County must take proactive steps to expand water infrastructure, secure non-potable resources, and modernize its potable supply system. Growing demand, climate variability, and aging infrastructure pose significant challenges, but regional collaboration, investment in new technologies, and strategic water management can ensure a sustainable, resilient, and cost-effective water system. By following these recommendations, the County can support economic growth, protect critical water resources, and maintain reliable service for residents, businesses, and industries well into the future.





**TOWN OF TOFIELD
COUNCIL
REQUEST FOR DECISION**

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

Meeting Date: February 10th, 2025
Confidential?: NO

Topic: Intermunicipal Subdivision And Development Appeal Board

DISCUSSION:

Tofield is a member of the region's Intermunicipal Subdivision and Development Appeal Board (SDAB) and Intermunicipal Assessment Review Board (ARB). Each Board consists of the same members. The terms of appointment are staggered to maintain experience on the Board from year to year.

A maximum of ten public-at-large members may be appointed to the Boards. There is currently six members on the Board. This number is sufficient at this time given the minimal number of hearings required throughout the region. The terms of two of the members (Rosemary Harris and Juanita Enorme) will expire on March 31, 2025.

Mrs. Harris was appointed to the SDAB and ARB in 2013 and has participated in several SDAB and ARB hearings. Her certification as an SDAB member is current and she will be recertifying as an ARB member this year. She is interested in renewing her appointment.

Mrs. Enorme was appointed to the SDAB and ARB in 2019. She has participated in several SDAB and ARB hearings. Her certification as an SDAB and ARB member are both current. She is interested in renewing her appointment.

The Councils within the Beaver Region will also be considering these reappointments and must pass similar motions for the reappointments to be effective.

INTERGOVERNMENTAL INVOLVEMENT:

The Town, Villages, and the County have partnered to establish an Intermunicipal Subdivision and Development Appeal Board and an Intermunicipal Assessment Review Board.

EXTERNAL AND INTERNAL COMMUNICATIONS/PARTICIPATION:

Mrs. Harris and Mrs. Enorme will be advised of their reappointments once all Councils have made a decision.

FINANCIAL IMPLICATIONS:

Each municipality is responsible for costs associated with hearings in their own jurisdiction. The region shares the cost of training equally.

ALTERNATIVES:

1. Council approve both of the reappointments.
2. Council may approve only one of the reappointments.
3. Council may decide to recruit new members to replace these members.

RECOMMENDED ACTION:

That Council consider approving the following reappointments to the Intermunicipal Subdivision and Development Appeal Board and the Intermunicipal Assessment Review Board for a three year term, expiring March 31, 2028:

1. Rosemary Harris
2. Juanita Enorme

Enclosures: NO



**TOWN OF TOFIELD
COUNCIL
REQUEST FOR DECISION**

Meeting Type: *Regular Meeting*
Department: *Administration*
Presented by: Cindy Neufeld

Meeting Date: February 10th, 2025
Confidential?: NO

Topic: ICF EXTENSIONS AND REVIEW OF SHARED SERVICES AGREEMENTS

DISCUSSION:

In 2020, in accordance with the *Municipal Government Act*, each municipality entered into Intermunicipal Collaboration Frameworks (ICFs) to identify shared services between each pair of municipalities. The ICFs are due for review in 2025.

In October 2024, the Rural Municipalities of Alberta issued a notice that the Government of Alberta intends to introduce amendments to the *Municipal Government Act* in the Spring of 2025 that pertain to ICFs (Attachment A).

The notice also indicates that the Provincial Government is recommending that municipalities with ICFs that require a review prior to 2027 attempt to work with each other to delay the review process until the Spring of 2027.

At the December 18, 2024 Council meeting for Beaver County, Council directed administration to prepare a proposal to the Beaver Regional Partnership regarding a review of the shared services agreements. Many of the agreements are 10 years old and there appears to be a need for some standardization or modernization in the way that expenses are calculated and/or recorded. The delay in the legislative amendments is a good opportunity for the Beaver Region to conduct a review.

The Beaver Regional Partnership considered the proposal at its meeting held January 9, 2025 and recommended that each Council extend their ICF(s) and authorize their respective Chief Administrative Officers (CAOs) to participate in a review of the shared services agreements.

If all municipal Councils agree, the CAOs will work together to prioritize the agreements to be reviewed. Representatives of the external partners (e.g. Beaver Foundation, Beaver

Emergency Services Commission, Agricultural Societies, and library boards) will be invited to provide input on their respective agreements.

INTERGOVERNMENTAL INVOLVEMENT:

The ICFs are agreements between the County and the Town of Tofield, for this discussion.

EXTERNAL AND INTERNAL COMMUNICATIONS/PARTICIPATION:

1. Execute amendments to the ICFs.
2. CAOs to meet and establish priorities for the shared services review.

FINANCIAL IMPLICATIONS:

NIL

ALTERNATIVES:

1. Council approves the recommended action
2. Council suggests an alternate approach.

RECOMMENDED ACTION:

That Council authorize administration to execute an amendment to each of the intermunicipal collaboration framework agreement to enable an extension of the review process to 2027:

- a) Tofield/Beaver Intermunicipal Collaboration Framework
2. That Council authorize the Chief Administrative Officer to participate in a review of the shared services agreements prior to renegotiating the intermunicipal collaboration frameworks with Beaver County and the Town of Tofield.

Enclosures: YES

THIS AMENDING AGREEMENT TO THE INTERMUNICIPAL COLLABORATION FRAMEWORK
made effective this _____ day of _____, 2025

BETWEEN:

TOWN OF TOFIELD

a municipal corporation incorporated under the laws of the Province of Alberta
(hereinafter referred to as "Tofield")

and

BEAVER COUNTY

a municipal corporation incorporated under the laws of the Province of Alberta
(hereinafter referred to as "Beaver")

WHEREAS:

1. Pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, Tofield and Beaver entered into an Intermunicipal Collaboration Framework (hereinafter referred to as "ICF") in February, 2020.
2. The expiry date of the ICF is the date which is five years from the date of adoption of the ICF.
3. The term of the agreement is five years from the date of adoption of the ICF.
4. The ICF requires a review at least once during the term of the agreement.
5. The Government of Alberta has indicated its intent to introduce amendments to the *Municipal Government Act* in the Spring of 2025 that will pertain to ICFs.
6. The Government of Alberta has recommended that municipalities with ICFs that require a review prior to 2027 attempt to work with each other to delay the review process until the Spring of 2027.
7. Neither Tofield nor Beaver have indicated a need to review the ICF prior to Spring of 2027.

NOW THEREFORE Tofield and Beaver agree as follows:

8. The ICF shall be amended as follows:
 - a) Section 2.1 c. shall be amended to read:
 - c. "Expiry Date" – means June 30, 2027.
 - b) Section 2.1 f. shall be amended to read:
 - f. "Term of the Agreement" – means the period of time from the date of passage of the resolutions by the Parties for the adoption of the ICF to June 30, 2027.
9. This amendment shall be effective as of the day and year first above written.
10. All other provisions of the ICF shall remain in effect.

IN WITNESS WHEREOF Tofield and Beaver have hereunto affixed their respective corporate seals duly attested by the hands of their proper signing officers authorized in that behalf as of the day and year first above written.

TOWN OF TOFIELD

Per: _____
Mayor

BEAVER COUNTY

Per: _____
Reeve

Per: _____
Chief Administrative Officer

Per: _____
Chief Administrative Officer



**TOWN OF TOFIELD
COUNCIL
REQUEST FOR DECISION**

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

Meeting Date: February 10th, 2025
Confidential: NO

Topic: Community Hall Rental Reduction – Battle River School Division

DISCUSSION:

Administration was recently approached by an Educator with Battle River School Division, responsible for the organization, coordination and running of the Sports Performance Option Class. This class has roughly 30 students who will be performing sports-related activities such as running and other fitness related activities. Unfortunately, at current there is not sufficient space for these activities to take place at the school in the gymnasium.

Therefore, a request has come through to utilize the Community Hall for one day per week (Tuesdays for an hour and a half) as a contingency plan, as other community locations have either been, or in the process of being secured.

However, the request is to have the Community Hall offered at a significantly reduced rate of \$1.00 for the entire duration of the rental (February until June).

INTERGOVERNMENTAL INVOLVEMENT:

NIL

EXTERNAL AND INTERNAL COMMUNICATIONS/PARTICIPATION:

Should Council provide a motion of support this would be relayed to the Educator responsible for the Sport Performance Class

FINANCIAL IMPLICATIONS:

The financial implications are as such:

\$30.00 per hour

1 day per week is 4 times per month, seeing a total of 18 total uses.

Potential total revenue equates to \$540.00

ALTERNATIVES:

1. Council approves the proposal
2. Council denies the proposal & suggest an alternate approach.

RECOMMENDED ACTION:

Recommendation is being made that Council provide a motion stating:

Council for the Town of Tofield APPROVES the request from Battle River School Division to use the Community Hall for the fee of \$1.00 on a one year trial basis.

Enclosures: NO