

**VILLAGE OF BIG VALLEY**  
**AGENDA of the REGULAR COUNCIL MEETING**  
**Held at the Village of Big Valley Administration Building**  
**Tuesday, October 28, 2025 – 7:00 p.m.**

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes
  - a. Regular Council Meeting Minutes – September 24, 2025
4. Visitors and Delegations
5. Old Business
  - a.
6. New Business
  - a. RFD 33-2025 – Hivernant Metis Cultural Society Transfer of Land–Lots 17&19/Blk 2/Plan 4035AF
  - b. RFD 34-2025 – ATCO Energy Systems re: Franchise Renewal 2026-2035
  - c. RFD 35-2025 – iCity Municipal Accounting Software / Central Square IT Support
  - d. RFD 36-2025 – Writeoff of Uncollectable Outstanding Utility Accounts
7. Reports
  - a. CAO Report
  - b. PW Report
  - c. Council Reports
8. Financial Statements
  - a. ATB Bank Statement – September, 2025
  - b. Cheque Register – September, 2025
  - c. Utility Water Report – Water Purchased & Billed Out – September, 2025
  - d. Budget Variances as of September, 2025
9. Correspondence
  - a. Email - Gov't of Alberta re: 2025/26 Alberta Community Partnership Grant, dated Sept 29/25
  - b. Email - Stettler County re: Council Orientation on Oct 27<sup>th</sup>, dated Oct 7/25
  - c. Email - Gov't of Alberta re: Loans to Local Authorities, dated Oct 14/25
  - d. Email - Stettler County re: News Release – Heartland Regional Fire, dated Oct 17/25
  - e. Email - Family & Community Support Services re: Accountability Framework, dated Oct 22/25
  - f. Email - Community Foundation of Central Alberta re: 3<sup>rd</sup> Qtr 2025 Fund Stmt, dated Oct 22/25
  - g. Email - Basin Environmental re: Big Valley Lagoon Groundwater Monitoring, date Oct 15/25
10. Public Comments – Limited to 5 Minutes
11. Next Meeting – To be determined
12. Closed Session – *Pursuant to Section 17 FOIPPA – Personnel/Human Resources matter, disclosure harmful to person privacy*
13. Adjournment

**VILLAGE OF BIG VALLEY**  
**Council Regular Meeting Minutes**  
**Wednesday, September 24, 2025 @ 7:00 p.m.**  
**29, 1<sup>st</sup> Avenue South, Big Valley, Alberta**

**PRESENT:** Mayor Chantelle Janke, Deputy Mayor Timmothy Field  
Absent: Councillor Daniel Houle  
Recording Secretary Colleen Mayne

**CALL TO ORDER:** Mayor Janke called the meeting to order at 7:05 p.m.

**ADOPTION OF AGENDA:**  
**RES 25-09-01:** **MOVED** by Mayor Janke that the Meeting Agenda for the September 24, 2025 Regular Council Meeting be accepted presented. **CARRIED**

**ADOPTION OF MINUTES:**  
**REGULAR COUNCIL**  
**MEETING MINUTES**  
**AUGUST 18, 2025**  
**RES 25-09-02:** **MOVED** by Deputy Mayor Field that the August 18, 2025 Regular Council Meeting Minutes be approved as presented. **CARRIED**

**VISITORS &**  
**DELEGATIONS:** N/A

**NEW BUSINESS:** N/A

**BIG VALLEY MUNICIPAL**  
**LIBRARY – POLICIES &**  
**BYLAW MANUAL**  
**RES 25-09-03:** **MOVED** by Mayor Janke to approve the Big Valley Municipal Library – Policies & Bylaw Manual as presented. **CARRIED**

**PARKLAND REGIONAL**  
**LIBRARY – 2026**  
**PROPOSED BUDGET:**  
**RES 25-09-04:** **MOVED** by Deputy Mayor Field to approve the Parkland Regional Library - 2026 Proposed Budget as presented. **CARRIED**

**REPORTS:**

**CAO REPORT**

**PW REPORT**

**COUNCIL REPORTS**

**RES 25-09-05:**

**MOVED** by Mayor Janke to accept the Public Works, CAO and Council Reports for information.

**CARRIED**

**FINANCIAL STATEMENTS:**

**ATB BANK STATEMENT**

**CHEQUE REGISTER**

**UTILITY WATER REPORT**

**BUDGET VARIANCE**

**RES 25-09-06:**

**MOVED** by Mayor Janke to accept the September 2024 Financial Statements for information.

**CARRIED**

**CORRESPONDENCE:**

**RES 25-09-07:**

**MOVED** by Mayor Janke accept the correspondence for information.

**CARRIED**

**ORGANIZATIONAL**

**MEETING DATE:**

**RES 25-09-08:**

**MOVED** by Mayor Janke to tentatively schedule the annual Organizational Meeting on October 28, 2025, following Council Orientation on October 27th.

**CARRIED**

**ADJOURNMENT:**

Mayor Janke adjourned the meeting at 8:16 pm.

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Chantelle Janke, Mayor

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Colleen Mayne, Chief Administrative Officer

## Public works report

October 20th 2025

- North and South outside walls have been repaired on the shop as it was noted that it had dry rot because the tin was placed directly on top of the plywood sheet with no vapor barrier
- Basin Environment did the groundwater testing at the lagoons in the boreholes that MPE had drilled. Two of the boreholes could not be located, it was noted by Basin that our lagoons passed with flying colours and are not seeping
- Completed three digs up on 4th Ave. The Water and Sewer was done for the paving in the spring of 2026
- Replaced curb stops on 4 Ave
- Replaced the curb stop, water line, and sewer line on 2nd Ave.
- Flushed fire hydrants
- Repaired one fire hydrant
- Another fire hydrant needs to be excavated as when it was put together a couple of the vital pieces were missing and or at the bottom of the fire hydrant. Parts are on order and Alberta 1 calls have been placed
- Replaced the door trim on the two big doors at the shop for a better seal during the winter
- Closed the bathrooms and the campground
- Met with the OHS officer that is going around inspecting the smaller municipalities and beginning to complete some of her paperwork that she has requested
- Upon some of the paperwork that she's requesting, I have contacted many other municipalities to get a basis for understanding of what their hazard assessments look like for the lift station when developing ours but the OHS officer wants us to have more regulations than the other municipalities surrounding us
- Had all the welds checked and one weld needed on the cage now. Awaiting an engineer approval and a certification which is being requested by OHS officer

- Upon one of her requests was a handrail to be installed at the lift station. This has been completed
- Released the lagoons
- Sent the gas monitor in for yearly calibration
- Repairing the turbidity meter at the booster station
- Cutting grass and weed whacking
- Compost
- Put the snow fence up
- Pulled the village flowers

Respectfully submitted,

Tammy Rotvik  
Public Works Foreman

# ATB Financial™

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## Consolidated Statement

Statement date September 30, 2025

Transit number 07479-219

Customer number 0000076530

Cheque images 11

Page number 1 of 10

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Village of Big Valley

PO Box 236  
BIG VALLEY AB T0J 0G0

### Your ATB Financial Branch

07479 Stettler Branch

6604 50 Ave

Stettler AB

TOC 2L2

If you have any questions, contact us at

1 800 332-8383 or visit us at

[www.atb.com](http://www.atb.com)

## A summary of your accounts on Sep 30, 2025

Deposits	Value on Sep 30, 2025
	CAD
Business Public Sector Account #00119372424	51,616.15
Business Public Sector Savings #00314543378	1,016,387.50
Notice on Amount 90 days #00627651200	3,979.70
Business Public Sector Account #00763467678 <i>No account activity</i>	0.00
Business Public Sector Account #00763468478 <i>No account activity</i>	0.00
<b>Total Deposits</b>	<b>\$1,071,983.35</b>

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## A summary of Deposit Account Business Public Sector Account

<b>00119372424</b>	<b>Transit # 07479-219</b>
Your balance forward on Aug 31, 2025	\$56,134.97
Debits to your account (48 items)	- \$85,705.92
Credits to your account (121 items)	+ \$81,187.10
<b>Your closing balance on Sep 30, 2025</b>	<b>= \$51,616.15</b>

### Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
<b>Aug 31</b>	<b>Balance forward</b>			<b>\$56,134.97</b>
Sep 1	INTERAC e-Transfer Received - Autodeposit		\$56.00	56,190.97
Sep 1	INTERAC e-Transfer Received - Autodeposit		\$140.00	56,330.97
Sep 2	Customer Bill Pay Cover		\$254.23	56,585.20
Sep 2	Direct Deposit Bill Payment CUCBC		\$95.00	56,680.20
Sep 2	INTERAC e-Transfer Received - Autodeposit		\$250.00	56,930.20
Sep 2	Deposit Mixed		\$2,119.36	59,049.56
Sep 2	EFT Sent 000827241450	\$957.77		58,091.79
Sep 3	Customer Bill Pay Cover		\$430.00	58,521.79
Sep 3	INTERAC e-Transfer Received - Autodeposit		\$42.92	58,564.71
Sep 3	INTERAC e-Transfer Received - Autodeposit		\$31.16	58,595.87
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$24.00	58,619.87
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$145.00	58,764.87
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$64.75	58,829.62
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$94.75	58,924.37
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$76.75	59,001.12
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$100.00	59,101.12
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$70.75	59,171.87
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$113.17	59,285.04
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$259.44	59,544.48
Sep 4	INTERAC e-Transfer Received - Autodeposit		\$70.75	59,615.23
Sep 5	Customer Bill Pay Cover		\$138.50	59,753.73

### Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 5	Deposit Night		\$212.25	59,965.98
Sep 5	Deposit Night		\$752.27	60,718.25
Sep 5	Deposit Night		\$472.25	61,190.50
Sep 5	Customer Bill Pay Cover		\$206.75	61,397.25
Sep 5	INTERAC e-Transfer Received - Autodeposit		\$180.00	61,577.25
Sep 5	INTERAC e-Transfer Received - Autodeposit		\$89.00	61,666.25
Sep 5	INTERAC e-Transfer Received - Autodeposit		\$64.75	61,731.00
Sep 5	INTERAC e-Transfer Received - Autodeposit		\$450.00	62,181.00
Sep 6	Customer Bill Pay Cover		\$248.62	62,429.62
Sep 6	INTERAC e-Transfer Received - Autodeposit		\$220.00	62,649.62
Sep 6	INTERAC e-Transfer Received - Autodeposit		\$200.00	62,849.62
Sep 7	INTERAC e-Transfer Received - Autodeposit		\$88.32	62,937.94
Sep 8	INTERAC e-Transfer Received - Autodeposit		\$137.00	63,074.94
Sep 8	INTERAC e-Transfer Received - Autodeposit		\$103.75	63,178.69
Sep 8	Customer Bill Pay Cover		\$2,081.21	65,259.90
Sep 8	INTERAC e-Transfer Received - Autodeposit		\$150.00	65,409.90
Sep 8	INTERAC e-Transfer Received - Autodeposit		\$154.75	65,564.65
Sep 8	Cheque #000000012911	\$277.20		65,287.45
Sep 8	INTERAC e-Transfer Received - Autodeposit		\$79.75	65,367.20
Sep 9	Customer Bill Pay Cover		\$337.26	65,704.46
Sep 9	INTERAC e-Transfer Received - Autodeposit		\$61.75	65,766.21
Sep 9	INTERAC e-Transfer Received - Autodeposit		\$82.75	65,848.96
Sep 9	INTERAC e-Transfer Received - Autodeposit		\$55.75	65,904.71
Sep 9	INTERAC e-Transfer Received - Autodeposit		\$76.75	65,981.46
Sep 9	INTERAC e-Transfer Received - Autodeposit		\$110.39	66,091.85
Sep 9	INTERAC e-Transfer Received - Autodeposit		\$200.00	66,291.85
Sep 10	INTERAC e-Transfer Received - Autodeposit		\$58.75	66,350.60
Sep 11	INTERAC e-Transfer Received - Autodeposit		\$166.70	66,517.30
Sep 11	INTERAC e-Transfer Received - Autodeposit		\$96.50	66,613.80
Sep 11	EFT Sent 000832185758	\$534.48		66,079.32
Sep 11	EFT Sent 000832187754	\$26.46		66,052.86

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## Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 11	EFT Sent 000832187811	\$220.50		65,832.36
Sep 11	EFT Sent 000832187881	\$204.05		65,628.31
Sep 11	EFT Sent 000832187930	\$251.94		65,376.37
Sep 11	EFT Sent 000832191587	\$127.20		65,249.17
Sep 11	EFT Sent 000832185977	\$22.25		65,226.92
Sep 11	Bill Payment TELUS MOBILITY INC	\$117.95		65,108.97
Sep 11	Bill Payment TELUS COMMUNICATIONS	\$324.58		64,784.39
Sep 11	Bill Payment TELUS COMMUNICATIONS	\$85.24		64,699.15
Sep 11	Bill Payment TELUS MOBILITY INC	\$97.49		64,601.66
Sep 11	INTERAC e-Transfer Sent-Autodep	\$292.50		64,309.16
Sep 11	INTERAC e-Transfer Received - Autodeposit		\$80.00	64,389.16
Sep 11	Customer Bill Pay Cover		\$50.00	64,439.16
Sep 11	EFT Sent 000832281689	\$500.00		63,939.16
Sep 11	INTERAC e-Transfer Received - Autodeposit		\$70.75	64,009.91
Sep 11	INTERAC e-Transfer Received - Autodeposit		\$252.08	64,261.99
Sep 11	INTERAC e-Transfer Sent-Autodep	\$852.36		63,409.63
Sep 12	Direct Deposit Accounts Payable CLEARVIEW SCHOO		\$205.75	63,615.38
Sep 12	INTERAC e-Transfer Received - Autodeposit		\$85.75	63,701.13
Sep 12	Direct Deposit Accounts Payable ATCO ELECTRIC		\$674.89	64,376.02
Sep 12	INTERAC e-Transfer Received - Autodeposit		\$180.24	64,556.26
Sep 12	Cheque #000000012921	\$945.05		63,611.21
Sep 13	INTERAC e-Transfer Received - Autodeposit		\$106.00	63,717.21
Sep 13	INTERAC e-Transfer Received - Autodeposit		\$85.75	63,802.96
Sep 15	EFT Sent 000832472654	\$1,000.00		62,802.96
Sep 15	EFT Sent 000832465949	\$700.00		62,102.96
Sep 15	Customer Bill Pay Cover		\$82.75	62,185.71
Sep 15	Customer Bill Pay Cover		\$85.23	62,270.94
Sep 15	EFT Sent 000832472527	\$500.00		61,770.94
Sep 15	INTERAC e-Transfer Received - Autodeposit		\$103.77	61,874.71
Sep 15	INTERAC e-Transfer Received - Autodeposit		\$63.60	61,938.31

### Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 15	INTERAC e-Transfer Received - Autodeposit		\$55.75	61,994.06
Sep 15	INTERAC e-Transfer Received - Autodeposit		\$758.00	62,752.06
Sep 15	INTERAC e-Transfer Received - Autodeposit		\$137.44	62,889.50
Sep 15	Deposit Night		\$407.50	63,297.00
Sep 15	Deposit Night		\$3,018.60	66,315.60
Sep 15	Deposit Cheque		\$852.49	67,168.09
Sep 15	Deposit Night		\$600.17	67,768.26
Sep 15	Customer Bill Pay Cover		\$79.75	67,848.01
Sep 15	INTERAC e-Transfer Sent-Autodep	\$852.37		66,995.64
Sep 15	Fee Stop Payment	\$12.50		66,983.14
Sep 15	Fee Waiver of Settlement		\$12.50	66,995.64
Sep 15	INTERAC e-Transfer Sent-Autodep	\$2,587.73		64,407.91
Sep 15	Cheque #000000012937	\$299.99		64,107.92
Sep 15	Cheque #000000012938	\$309.00		63,798.92
Sep 15	Cheque #000000012931	\$28.67		63,770.25
Sep 15	Cheque #000000012930	\$15,225.00		48,545.25
Sep 16	Customer Bill Pay Cover		\$145.75	48,691.00
Sep 16	Customer Bill Pay Cover		\$61.69	48,752.69
Sep 16	Cheque #000000012926	\$166.97		48,585.72
Sep 16	Cheque #000000012927	\$203.18		48,382.54
Sep 17	INTERAC e-Transfer Received - Autodeposit		\$200.00	48,582.54
Sep 17	INTERAC e-Transfer Received - Autodeposit		\$75.00	48,657.54
Sep 17	INTERAC e-Transfer Received - Autodeposit		\$75.00	48,732.54
Sep 17	INTERAC e-Transfer Received - Autodeposit		\$350.00	49,082.54
Sep 17	INTERAC e-Transfer Received - Autodeposit		\$97.75	49,180.29
Sep 17	Cheque #000000012941	\$520.80		48,659.49
Sep 17	INTERAC e-Transfer Received - Autodeposit		\$70.75	48,730.24
Sep 17	INTERAC e-Transfer Received - Autodeposit		\$12.89	48,743.13
Sep 18	INTERAC e-Transfer Received - Autodeposit		\$257.89	49,001.02
Sep 18	INTERAC e-Transfer Received - Autodeposit		\$60.79	49,061.81
Sep 19	INTERAC e-Transfer Received - Autodeposit		\$100.75	49,162.56

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## Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 19	INTERAC e-Transfer Received - Autodeposit		\$15.00	49,177.56
Sep 19	Cheque #000000012939	\$958.93		48,218.63
Sep 22	Customer Bill Pay Cover		\$501.75	48,720.38
Sep 22	Deposit Night		\$1,724.85	50,445.23
Sep 22	Deposit Night		\$623.75	51,068.98
Sep 22	INTERAC e-Transfer Received - Autodeposit		\$200.00	51,268.98
Sep 22	INTERAC e-Transfer Received - Autodeposit		\$100.00	51,368.98
Sep 22	Customer Bill Pay Cover		\$123.50	51,492.48
Sep 23	Customer Bill Pay Cover		\$380.00	51,872.48
Sep 23	Customer Bill Pay Cover		\$192.50	52,064.98
Sep 23	EFT Sent 000839319903	\$94.14		51,970.84
Sep 23	EFT Sent 000839329697	\$7,691.71		44,279.13
Sep 23	EFT Sent 000839322900	\$708.95		43,570.18
Sep 23	EFT Sent 000839331261	\$6,454.50		37,115.68
Sep 23	Bill Payment TELUS MOBILITY INC	\$97.49		37,018.19
Sep 23	Bill Payment TELUS MOBILITY INC	\$93.68		36,924.51
Sep 24	INTERAC e-Transfer Received - Autodeposit		\$88.75	37,013.26
Sep 25	INTERAC e-Transfer Sent	\$257.25		36,756.01
Sep 25	INTERAC e-Transfer Received - Autodeposit		\$64.75	36,820.76
Sep 25	INTERAC e-Transfer Received - Autodeposit		\$100.00	36,920.76
Sep 25	INTERAC e-Transfer Received - Autodeposit		\$320.00	37,240.76
Sep 25	Customer Bill Pay Cover		\$200.00	37,440.76
Sep 25	Interac e-Transfer Cancel		\$257.25	37,698.01
Sep 25	Direct Deposit Misc. Payments CTY STET		\$1,221.16	38,919.17
Sep 25	INTERAC e-Transfer Received - Autodeposit		\$97.75	39,016.92
Sep 25	Transfer Transfer From *****3378		\$50,000.00	89,016.92
Sep 26	Customer Bill Pay Cover		\$398.72	89,415.64
Sep 26	INTERAC e-Transfer Received - Autodeposit		\$220.00	89,635.64
Sep 26	INTERAC e-Transfer Received - Autodeposit		\$220.00	89,855.64

### Details of your account transactions (continued)

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
Sep 26	INTERAC e-Transfer Received - Autodeposit		\$110.00	89,965.64
Sep 26	Customer Bill Pay Cover		\$200.25	90,165.89
Sep 26	INTERAC e-Transfer Received - Autodeposit		\$111.63	90,277.52
Sep 26	INTERAC e-Transfer Received - Autodeposit		\$64.75	90,342.27
Sep 27	Customer Bill Pay Cover		\$50.00	90,392.27
Sep 27	INTERAC e-Transfer Received - Autodeposit		\$195.52	90,587.79
Sep 28	INTERAC e-Transfer Received - Autodeposit		\$64.75	90,652.54
Sep 29	EFT Sent 000840664241	\$3,138.99		87,513.55
Sep 29	EFT Sent 000840664330	\$3,493.01		84,020.54
Sep 29	INTERAC e-Transfer Received - Autodeposit		\$68.00	84,088.54
Sep 29	Customer Bill Pay Cover		\$355.75	84,444.29
Sep 29	EFT Sent 000840663418	\$1,032.24		83,412.05
Sep 29	EFT Sent 000840666155	\$2,298.70		81,113.35
Sep 29	INTERAC e-Transfer Received - Autodeposit		\$30.25	81,143.60
Sep 29	Direct Deposit Accounts Payable ATCO GAS		\$757.46	81,901.06
Sep 29	Direct Deposit Misc. Payments BROOKFIELD TELU		\$30.25	81,931.31
Sep 29	INTERAC e-Transfer Received - Autodeposit		\$300.00	82,231.31
Sep 29	INTERAC e-Transfer Received - Autodeposit		\$253.25	82,484.56
Sep 29	Cheque #000000012928	\$127.05		82,357.51
Sep 29	Direct Debit Misc. Payments AUMA/AMSC	\$4,103.51		78,254.00
Sep 29	Direct Debit School Taxes PTASFF	\$26,834.26		51,419.74
Sep 30	Customer Bill Pay Cover		\$55.75	51,475.49
Sep 30	INTERAC e-Transfer Received - Autodeposit		\$73.75	51,549.24
Sep 30	Interest Payment		\$145.19	51,694.43
Sep 30	Fee Service	\$3.28		51,691.15
Sep 30	Monthly Maintenance Fees	\$25.00		51,666.15
Sep 30	Fee Service	\$50.00		51,616.15
<b>Sep 30</b>	<b>Closing balance</b>			<b>\$51,616.15</b>

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## A summary of Deposit Account Business Public Sector Savings

<b>00314543378</b>	<b>Transit # 07479-219</b>
Your balance forward on Aug 31, 2025	\$1,063,622.38
Debits to your account (1 item)	- \$50,000.00
Credits to your account (1 item)	+ \$2,765.12
<b>Your closing balance on Sep 30, 2025</b>	<b>= \$1,016,387.50</b>

### Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
<b>Aug 31</b>	<b>Balance forward</b>			<b>\$1,063,622.38</b>
Sep 25	Transfer Transfer To *****2424	\$50,000.00		1,013,622.38
Sep 30	Interest Payment		\$2,765.12	1,016,387.50
<b>Sep 30</b>	<b>Closing balance</b>			<b>\$1,016,387.50</b>

## A summary of Deposit Account Notice on Amount 90 days

<b>00627651200</b>	<b>Transit # 07479-219</b>
<b>Account Nickname</b>	
<b>Cemetery</b>	
Your balance forward on Aug 31, 2025	\$3,970.43
Debits to your account (0 items)	- \$0.00
Credits to your account (1 item)	+ \$9.27
<b>Your closing balance on Sep 30, 2025</b>	<b>= \$3,979.70</b>

### Details of your account transactions

Date	Description	Debits to your account (\$)	Credits to your account (\$)	Balance (\$)
<b>Aug 31</b>	<b>Balance forward</b>			<b>\$3,970.43</b>
Sep 30	Interest Payment		\$9.27	3,979.70
<b>Sep 30</b>	<b>Closing balance</b>			<b>\$3,979.70</b>

# Consolidated Statement

# ATB Financial™

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Statement date September 30, 2025

Transit number 07479-219

Customer number 0000076530

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Business Public Sector Account 00119372424  
Cheque #000000012911 \$277.20

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12911  
DATE 20250812  
Y Y Y M M D D

PAY Two Hundred Seventy Seven AND 20/100 Dollars \$\*\*\*\*\*277.20

TO THE ORDER OF Central Alberta Economic Partnership  
5013 49 AVE  
Red Deer AB T4N 3X1

*Charles Colwell*  
*Colleen Magee*

⑆012911⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

Business Public Sector Account 00119372424  
Cheque #000000012921 \$945.05

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12921  
DATE 20250812  
Y Y Y M M D D

PAY Nine Hundred Forty Five AND 05/100 Dollars \$\*\*\*\*\*945.05

TO THE ORDER OF Websites.ca Inc  
Unit 300  
245 Macdonald Ave.  
Winnipeg MB R3B 0S8

*Charles Colwell*  
*Colleen Magee*

⑆012921⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

Business Public Sector Account 00119372424  
Cheque #000000012937 \$299.99

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12937  
DATE 20250810  
Y Y Y M M D D

PAY Two Hundred Ninety Nine AND 09/100 Dollars \$\*\*\*\*\*299.99

TO THE ORDER OF UFA  
7007 50 Ave  
Stettler Farm Supply  
Stettler AB T0C 2L1

*Charles Colwell*  
*Colleen Magee*

⑆012937⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

Business Public Sector Account 00119372424  
Cheque #000000012938 \$309.00

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12938  
DATE 20250810  
Y Y Y M M D D

PAY Three Hundred Nine AND 00/100 Dollars \$\*\*\*\*\*309.00

TO THE ORDER OF Village of Big Valley - Petty Cash

*Charles Colwell*  
*Colleen Magee*

⑆012938⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

Business Public Sector Account 00119372424  
Cheque #000000012931 \$28.67

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12931  
DATE 20250828  
Y Y Y M M D D

PAY Twenty Eight AND 67/100 Dollars \$\*\*\*\*\*28.67

TO THE ORDER OF Woody's Auto  
Box 188  
Stettler AB T0C 2L0

*Charles Colwell*  
*Colleen Magee*

⑆012931⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

Business Public Sector Account 00119372424  
Cheque #000000012930 \$15,225.00

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12930  
DATE 20250828  
Y Y Y M M D D

PAY Fifteen Thousand Two Hundred Twenty Five AND 00/100 Dollars \$\*\*\*\*\*15,225.00

TO THE ORDER OF SPECTRE SYSTEMS  
Box 12  
Mundare AB T0S 3H0

*Charles Colwell*  
*Colleen Magee*

⑆012930⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

Business Public Sector Account 00119372424  
Cheque #000000012926 \$166.97

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12926  
DATE 20250828  
Y Y Y M M D D

PAY One Hundred Sixty Six AND 97/100 Dollars \$\*\*\*\*\*166.97

TO THE ORDER OF GARY MOE CHEVROLET BUICK GMC  
8115 - 69 STREET  
BOX 1508  
STETTLE AB T0C 2L0

*Charles Colwell*  
*Colleen Magee*

⑆012926⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

Business Public Sector Account 00119372424  
Cheque #000000012927 \$203.18

VILLAGE OF BIG VALLEY  
P.O. BOX 236  
BIG VALLEY, ALBERTA T0J 0G0  
TEL: 403-876-2269

ATB Financial™  
P.O. Box 1358 Tel: 403-742-4466  
Stettler, Alberta T0C 2L0

12927  
DATE 20250828  
Y Y Y M M D D

PAY Two Hundred Three AND 18/100 Dollars \$\*\*\*\*\*203.18

TO THE ORDER OF GYROBLTD  
Box 27  
Stettler AB T0C 2L0

*Charles Colwell*  
*Colleen Magee*

⑆012927⑆ ⑆07479⑆219⑆ 1193724⑆ 24⑆

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# ATB Financial™

SAVING | BORROWING | INVESTING | KNOW-HOW

Business Public Sector Account 00119372424

Cheque #000000012941

\$520.80

VILLAGE OF BIG VALLEY P.O. BOX 238 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial™ P.O. Box 1354 Tel: 403-712-4466 Saskatoon, Saskatchewan S7N 3B9	12941 12941
DATE 20250910 Y Y Y M M D D			
PAY	Five Hundred Twenty AND 80/100 Dollars	\$*****520.80	
TO THE ORDER OF	Canada Post Corp. BOX 1210 C/O CANADA POST MILTON ON N5S 5S4	<i>Charles</i> <i>Charles Mayne</i>	
⑆012941⑆ ⑆07479⑆ 219⑆ 1193724⑆ 24⑆			

Business Public Sector Account 00119372424

Cheque #00000012939

\$958.93

VILLAGE OF BIG VALLEY P.O. BOX 238 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial™ P.O. Box 1354 Tel: 403-712-4466 Saskatoon, Saskatchewan S7N 3B9	12939 12939
DATE 20250810 Y Y Y M M D D			
PAY	Nine Hundred Fifty Eight AND 93/100 Dollars	\$*****958.93	
TO THE ORDER OF	White Owl Service 2002 Ltd Box 134 Big Valley AB T0J 0G0	<i>Charles</i> <i>Charles Mayne</i>	
⑆012939⑆ ⑆07479⑆ 219⑆ 1193724⑆ 24⑆			

Business Public Sector Account 00119372424

Cheque #000000012928

\$127.05

VILLAGE OF BIG VALLEY P.O. BOX 238 BIG VALLEY, ALBERTA T0J 0G0 TEL: 403-876-2269		ATB Financial™ P.O. Box 1354 Tel: 403-712-4466 Saskatoon, Saskatchewan S7N 3B9	12928 12928
DATE 20250828 Y Y Y M M D D			
PAY	One Hundred Twenty Seven AND 05/100 Dollars	\$*****127.05	
TO THE ORDER OF	Kathy's Printing Service Inc. Box 278 Estevan AB T0J 0G0	<i>Charles</i> <i>Charles Mayne</i>	
⑆012928⑆ ⑆07479⑆ 219⑆ 1193724⑆ 24⑆			

Account	2023		2024		2024		2025		2026		2027	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<b>Revenues</b>												
1-1-0100-111 Property Taxes Residential/Farmland	-270,663	-251,690	-251,690	-251,691		-251,691		-251,691		-251,691		-251,691
Addit'l Revenue - Minimum Tax			-19,490	-20,000	-271,369	-20,000		-20,000		-20,000		-20,000
ASFF 2023 Under Recoup - General Revenue			-9,454	-9,454	0	0		0		0		0
1-1-0100-112 Property Taxes Non-Residential	-25,496	-23,230	-23,625	-23,238	-23,202	-23,238		-23,238		-23,238		-23,238
1-1-0100-113 Property Taxes Industrial	-6,710	-6,181	-7,500	-7,500	-7,469	-7,500		-7,500		-7,500		-7,500
1-1-0100-115 Property Taxes M&E	-1,267	-556	-606	-569	-606	-569		-569		-569		-569
1-1-0100-116 Designated Industrial Taxes	-214	-200	-255	-255	-237	-255		-255		-255		-255
1-1-0100-119 Property Taxes Linear	-34,510	-25,250	-35,063	-36,792	-33,220	-36,792		-36,792		-36,792		-36,792
1-1-0100-197 Requisition - Senior	-13,238	-13,133	-12,766	-12,710	-12,781	-12,766		-12,766		-12,766		-12,766
1-1-0100-198 Requisition ASFF School Residential/Farmland	-48,781	-48,800	-57,567	-57,567	-66,160	-64,384		-64,384		-64,384		-64,384
1-1-0100-199 Requisition ASFF School Non-Residential/Linear	-18,323	-31,200	-19,646	-19,215	-21,804	-22,565		-22,565		-22,565		-22,565
1-1-0100-510 Tax Penalties & Costs	-7,027	-10,000	-13,951	-10,000	-9,785	-12,000		-12,000		-12,000		-12,000
1-1-0100-540 Franchise & Concession Fees	-25,954	-29,000	-22,231	-32,000	-11,208	-25,000		-25,000		-25,000		-25,000
1-1-0100-580 Interest Income-Oper&Savings Acct	-51,065	-8,000	46,878	-50,000	-18,840	-47,000		-47,000		-47,000		-47,000
1-1-0100-840 ACP Operational Grant-Infrastr. Study	-91,922	-91,922	-426,966	-158,078	-50,000	-50,000		-50,000		-50,000		-50,000
<b>CATEGORY TOTAL</b>	<b>-595,170</b>	<b>-539,152</b>	<b>-426,966</b>	<b>-689,069</b>	<b>-526,682</b>	<b>-573,760</b>		<b>-573,760</b>		<b>-573,760</b>		<b>-573,760</b>
1-1-1200-410 Admin - Goods & Services Sales	-1,134	-200	-80	-300	-235	-300		-300		-300		-300
1-1-1200-511 Admin - Whistle Sales	-1,917	-1,750	-1,176	-2,000	-2,091	-2,000		-2,000		-2,000		-2,000
1-1-1200-520 Admin - Licenses & Permits	-1,630	-1,500	-9,967	-1,500	-1,715	-1,500		-1,500		-1,500		-1,500
1-1-1200-580 Admin - Rentals & Leases	-12,422	-18,000	-14,856	-14,000	-9,960	-14,000		-14,000		-14,000		-14,000
1-1-1200-840 Admin - Provincial Grants (LGFF operating)		-7,000	-99,614	-92,000		-92,000		-92,000		-92,000		-92,000
<b>CATEGORY TOTAL</b>	<b>-17,103</b>	<b>-28,450</b>	<b>-119,693</b>	<b>-109,800</b>	<b>-14,001</b>	<b>-109,800</b>		<b>-109,800</b>		<b>-109,800</b>		<b>-109,800</b>
1-1-2300-840 Fire - Grant Prov Conditional	-25,000	-25,000		-25,000		-25,000		-25,000		-25,000		-25,000
<b>CATEGORY TOTAL</b>	<b>-25,000</b>	<b>-25,000</b>	<b>0</b>	<b>-25,000</b>	<b>0</b>	<b>-25,000</b>		<b>-25,000</b>		<b>-25,000</b>		<b>-25,000</b>
1-1-2600-410 Bylaw Enforcement Revenue	-100	0	0	0	0	0		0		0		0
<b>CATEGORY TOTAL</b>	<b>-100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>
1-1-3200-410 PW - Goods & Services Sales	-340	-200		-300	175	-300		-300		-300		-300
1-1-3200-850 PW - Transfer from Local Gov't	0	-1,682	0	-1,682		-1,682		-1,682		-1,682		-1,682
<b>CATEGORY TOTAL</b>	<b>-340</b>	<b>-1,882</b>	<b>0</b>	<b>-1,982</b>	<b>0</b>	<b>-1,982</b>		<b>-1,982</b>		<b>-1,982</b>		<b>-1,982</b>

Account	2023		2024		2025		2026		2027	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
1-1-4100-410 Water - Sales	-137,856	-128,966	-116,681	-120,000	-86,716	-120,000		-120,000		-120,000
1-1-4100-490 Water - Sales - Misc Revenue	0		-140	-500	-10	-500		-500		-500
1-1-4100-510 Utilities - Penalties & Costs	-2,173	-1,000	-1,163	-1,000	-3,200	-2,500		-2,500		-2,500
<b>CATEGORY TOTAL</b>	<b>-140,029</b>	<b>-129,966</b>	<b>-117,984</b>	<b>-121,500</b>	<b>-89,926</b>	<b>-123,000</b>	<b>0</b>	<b>-123,000</b>	<b>0</b>	<b>-123,000</b>
1-1-4200-410 Sewer - Sales	-54,140	-47,280	-45,678	-50,000	-33,244	-50,000		-50,000		-50,000
<b>CATEGORY TOTAL</b>	<b>-54,140</b>	<b>-47,280</b>	<b>-45,678</b>	<b>-50,000</b>	<b>-33,244</b>	<b>-50,000</b>	<b>0</b>	<b>-50,000</b>	<b>0</b>	<b>-50,000</b>
1-1-4300-410 Garbage - Sales	-22,795	-21,630	-19,225	-22,000	-13,993	-22,000		-22,000		-22,000
1-1-4300-411 Recycling Revenue (start June/24)	-3,801	-4,000	-1,902	-2,500	-2,876	-4,500		-4,000		-4,000
1-1-4300-590 Garbage - Hauling Credit	0	-4,966	-4,966	-4,966	-4,966	-4,966		-4,966		-4,966
<b>CATEGORY TOTAL</b>	<b>-26,596</b>	<b>-30,596</b>	<b>-26,093</b>	<b>-29,466</b>	<b>-21,834</b>	<b>-31,466</b>	<b>0</b>	<b>-30,966</b>	<b>0</b>	<b>-30,966</b>
1-1-5100-840 FCSS - Grant Prov Conditional	-8,211	-10,476	-10,476	-10,476	-5,474	-10,476		-10,476		-10,476
<b>CATEGORY TOTAL</b>	<b>-8,211</b>	<b>-10,476</b>	<b>-10,476</b>	<b>-10,476</b>	<b>-5,474</b>	<b>-10,476</b>	<b>0</b>	<b>-10,476</b>	<b>0</b>	<b>-10,476</b>
1-1-5600-410 Cemetery - Sales Pits & Donations	-3,150	-400	-770	-1,000	-1,020	-1,000		-1,000		-1,000
<b>CATEGORY TOTAL</b>	<b>-3,150</b>	<b>-400</b>	<b>-770</b>	<b>-1,000</b>	<b>-1,020</b>	<b>-1,000</b>	<b>0</b>	<b>-1,000</b>	<b>0</b>	<b>-1,000</b>
1-1-7200-400 Recreation - Canada Day Grant	-780	0	0	0	0	-800		0		0
1-1-7200-410 Recreation - Campground Income	-5,227	-3,000	-1,460	-5,000	-4,561	-3,000		-5,000		-5,000
1-1-7200-590 Recreation - Canada Summer Jobs	0	-5,400	0	0	0	-10,800		0		0
1-1-7200-840 Recreation - Grant Prov Conditional	0	0	0	0	0	0		0		0
1-1-7200-850 Recreation - Transfer Local Govt	0	-1,000	-972	-1,000	-1,000	-1,000		-1,000		-1,000
<b>CATEGORY TOTAL</b>	<b>-6,007</b>	<b>-9,400</b>	<b>-2,432</b>	<b>-6,000</b>	<b>-4,561</b>	<b>-14,800</b>	<b>0</b>	<b>-6,000</b>	<b>0</b>	<b>-6,000</b>
<b>Total Revenues</b>	<b>-875,746</b>	<b>-822,612</b>	<b>-750,092</b>	<b>-1,044,293</b>	<b>-696,742</b>	<b>-941,284</b>	<b>0</b>	<b>-931,984</b>	<b>0</b>	<b>-931,984</b>

Account	2023		2024		2024		2025		2026		2027	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<b>Expenses</b>												
1-2-0100-197 Requisitions Other - Seniors Housing		13,133	12,557	12,708	9,575	12,708		12,708		12,708		12,708
1-2-0100-198 Requisition DI Property	0	200	0	255	0	255		255		255		255
1-2-0100-199 Requisitions ASFF School Foundation	76,558	80,000	57,565	76,754	38,377	86,948		86,948		86,948		86,948
<b>CATEGORY TOTAL</b>	<b>76,558</b>	<b>70,122</b>	<b>70,122</b>	<b>89,717</b>	<b>47,952</b>	<b>99,911</b>	<b>0</b>	<b>99,911</b>	<b>0</b>	<b>99,911</b>	<b>0</b>	<b>99,911</b>
1-2-1100-110 Legislative - Fees	7,151	12,500	8,545	10,000	3,428	12,000		12,000		12,000		12,000
1-2-1100-211 Legislative - Mileage	1,086	1,200	503	1,000	151	1,200		1,200		1,200		1,200
1-2-1100-274 Legislative - Insurance	410	410	398	400	398	400		400		400		400
1-2-1100-510 Legislative - General Goods	183	1,000	437	500	36	500		500		500		500
<b>CATEGORY TOTAL</b>	<b>8,830</b>	<b>15,110</b>	<b>9,883</b>	<b>11,900</b>	<b>4,013</b>	<b>14,100</b>	<b>0</b>	<b>14,100</b>	<b>0</b>	<b>14,100</b>	<b>0</b>	<b>14,100</b>
1-2-1200-110 Admin - Wages	105,435	107,500	105,785	110,000	75,128	110,000		110,000		110,000		110,000
1-2-1200-130 Admin - Employer Contributions	4,947	7,200	11,307	13,000	6,121	13,000		13,000		13,000		13,000
1-2-1200-148 Admin - Training	775	4,200	294	1,000	726	2,000		2,000		2,000		2,000
1-2-1200-211 Admin - Travel	1,926	3,200	236	800	0	800		800		800		800
1-2-1200-212 Admin - Memberships	2,848	0	689	500	592	800		800		800		800
1-2-1200-215 Admin - Telephone/Postage	5,659	6,200	5,689	5,500	3,917	5,500		5,500		5,500		5,500
1-2-1200-220 Admin - Advertising	1,214	1,200	424	1,200	0	1,200		1,200		1,200		1,200
1-2-1200-230 Admin - Contract/Professional Services	25,669	28,000	34,608	40,000	32,410	40,000		40,000		40,000		40,000
1-2-1200-250 Admin - Misc Services	850	8,000	1,873	8,000	1,093	8,000		8,000		8,000		8,000
1-2-1200-274 Admin - Insurance	10,241	9,920	11,549	10,500	-708	12,000		12,000		12,000		12,000
1-2-1200-510 Admin - General Goods	2,182	3,956	861	2,500	2,771	2,500		2,500		2,500		2,500
1-2-1200-511 Admin - Whistle expenses	662	1,750	2,189	6,500	2,076	5,000		5,000		5,000		5,000
1-2-1200-512 Building Repairs and Maintenance	1,473	3,800	582	1,000	68	1,000		1,000		1,000		1,000
1-2-1200-540 Admin - Utilities Expense	2,637	2,650	3,069	2,629	1,476	3,400		3,400		3,400		3,400
1-2-1200-810 Admin - Bank & Interest Charges	510	350	439	350	395	550		550		550		550
1-2-1200-840 Project-Infrastructure Study/Geotechnical MPE	91,922	91,922	162,113	158,078	2,439	0		0		0		0
<b>CATEGORY TOTAL</b>	<b>260,150</b>	<b>279,848</b>	<b>341,707</b>	<b>361,557</b>	<b>128,504</b>	<b>205,750</b>	<b>0</b>	<b>205,750</b>	<b>0</b>	<b>205,750</b>	<b>0</b>	<b>205,750</b>
1-2-1900-250 Election - Misc. Services	0	0	0	0	0	200		200		200		200
1-2-1900-510 Election - General Expenses	0	0	525	700	0	3,000		3,000		3,000		3,000
<b>CATEGORY TOTAL</b>	<b>0</b>	<b>0</b>	<b>525</b>	<b>700</b>	<b>0</b>	<b>3,200</b>	<b>0</b>	<b>3,200</b>	<b>0</b>	<b>3,200</b>	<b>0</b>	<b>3,200</b>

Account	2023		2024		2025		2026		2027	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
1-2-2100-510 Policing - General Expense	16,197	16,197	17,135	17,135	15,961	16,000	16,000	16,000	16,000	16,000
<b>CATEGORY TOTAL</b>	<b>16,197</b>	<b>16,197</b>	<b>17,135</b>	<b>17,135</b>	<b>15,961</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
1-2-2300-215 Fire - Telephone/Freight	-129	750	368	500	0	0	0	0	0	0
1-2-2300-350 Fire - Transfer to Local Gov't	25,000	25,000	25,000	25,000	0	25,000	25,000	25,000	25,000	25,000
1-2-2300-510 Fire - General Goods	613	100	59	100	0	100	100	100	100	100
1-2-2300-512 Fire Hydrant Repairs & Maintenance	4,885	9,000	0	5,000	0	5,000	5,000	5,000	5,000	5,000
<b>CATEGORY TOTAL</b>	<b>30,369</b>	<b>34,850</b>	<b>25,427</b>	<b>30,600</b>	<b>0</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>	<b>30,100</b>
1-2-2400-250 Disaster Services - Misc. Services	7,080	7,402	6,838	7,080	0	7,080	7,080	7,080	7,080	7,080
1-2-2400-510 Disaster Services - General Goods	0	1,500	0	500	0	1,000	1,000	1,000	1,000	1,000
<b>CATEGORY TOTAL</b>	<b>7,080</b>	<b>8,902</b>	<b>6,838</b>	<b>7,580</b>	<b>0</b>	<b>8,080</b>	<b>8,080</b>	<b>8,080</b>	<b>8,080</b>	<b>8,080</b>
1-2-3200-110 PW/Streets/Sidewalks - Wages	25,651	35,000	30,912	30,000	12,805	30,000	30,000	30,000	30,000	30,000
1-2-3200-130 PW - Employer Contributions	1,807	2,500	3,558	1,700	1,727	3,500	3,500	3,500	3,500	3,500
1-2-3200-132 WCB	3,697	3,900	4,357	3,700	3,565	4,500	4,500	4,500	4,500	4,500
1-2-3200-215 PW - Telephone/Freight	1,449	1,500	1,233	1,600	1,094	1,600	1,600	1,600	1,600	1,600
<b>CATEGORY TOTAL</b>	<b>11,504</b>	<b>2,500</b>	<b>4,183</b>	<b>4,000</b>	<b>8,052</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>
1-2-3200-255 Contracted Snow Plowing	1,920	2,600	16,730	20,000	-	-	-	-	-	-
1-2-3200-274 PW - Insurance	4,706	4,600	4,700	4,700	-	4,700	4,700	4,700	4,700	4,700
1-2-3200-510 PW - General Goods	9,935	6,500	9,925	13,000	13,020	13,000	13,000	13,000	13,000	13,000
1-2-3200-520 PW - Repairs & Maintenance	36,784	25,000	12,566	50,000	24,288	50,000	50,000	50,000	50,000	50,000
1-2-3200-540 PW - Utilities Expense	26,593	26,000	25,625	30,000	14,314	30,000	30,000	30,000	30,000	30,000
<b>CATEGORY TOTAL</b>	<b>124,046</b>	<b>110,100</b>	<b>113,789</b>	<b>155,000</b>	<b>78,865</b>	<b>161,300</b>	<b>161,300</b>	<b>161,300</b>	<b>161,300</b>	<b>161,300</b>
1-2-4100-110 Water - Wages	25,644	29,675	19,131	30,000	18,267	30,000	30,000	30,000	30,000	30,000
1-2-4100-130 Water - Employer Contributions	1,704	2,078	1,266	1,400	2,179	3,500	3,500	3,500	3,500	3,500
1-2-4100-148 Water - Training	-417	3,500	799	620	57	800	800	800	800	800
1-2-4100-212 Memberships - Water Supp&Distrib	128	0	57	0	0	150	150	150	150	150
1-2-4100-215 Water - Telephone/Freight	72	300	107	300	38	300	300	300	300	300
1-2-4100-250 Water - Misc. Services	10,036	4,500	24,249	26,158	4,872	26,158	26,158	26,158	26,158	26,158
1-2-4100-274 Water - Insurance	666	670	800	800	800	800	800	800	800	800
1-2-4100-510 Water - General Goods	773	2,000	3,550	4,000	2,091	4,000	4,000	4,000	4,000	4,000
<b>CATEGORY TOTAL</b>	<b>7,518</b>	<b>5,400</b>	<b>6,210</b>	<b>5,500</b>	<b>3,085</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>

Account	2023		2024		2024		2025		2026		2027	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
1-2-4100-550 Water - Cubic meters purchased	76,607	83,000	83,974	98,000	50,665	87,000	87,000	87,000	87,000	87,000	87,000	87,000
1-2-4100-831 Water - Debenture interest	3,962	3,979	2,130	2,745	1,021	2,745	2,745	2,745	2,745	2,745	2,745	2,745
1-2-4100-832 Water - Principal Payment	2,253	2,262	4,084	4,584	2,097	4,584	4,584	4,584	4,584	4,584	4,584	4,584
<b>CATEGORY TOTAL</b>	<b>130,969</b>	<b>139,387</b>	<b>148,381</b>	<b>176,131</b>	<b>84,372</b>	<b>168,562</b>	<b>168,562</b>	<b>168,562</b>	<b>168,562</b>	<b>168,562</b>	<b>168,562</b>	<b>168,562</b>
1-2-4200-110 Sewer - Wages	23,955	21,355	19,131	20,000	18,267	30,000	30,000	30,000	30,000	30,000	30,000	30,000
1-2-4200-130 Sewer - Employer Contributions	1,581	1,495	1,266	1,550	2,179	2,500	2,500	2,500	2,500	2,500	2,500	2,500
1-2-4200-148 Sewer - Training	0	0	635	500	0	800	800	800	800	800	800	800
1-2-4200-215 Sewer - Telephone/Freight	18,322	3,000	23,125	60,000	4,047	30,000	30,000	30,000	30,000	30,000	30,000	30,000
1-2-4200-250 Sewer - Misc. Services	150	6,800	981	1,000	687	1,000	1,000	1,000	1,000	1,000	1,000	1,000
1-2-4200-510 Sewer - General Goods	2,602	3,200	3,911	3,300	2,075	4,000	4,000	4,000	4,000	4,000	4,000	4,000
1-2-4200-540 Sewer - Utilities Expense	48,610	35,850	49,100	86,350	27,327	68,700	68,700	68,700	68,700	68,700	68,700	68,700
1-2-4300-251 Recycling Cost Share	4,000	4,000	4,556	4,556	1,896	5,000	5,000	5,000	5,000	5,000	5,000	5,000
1-2-4300-350 Garbage - Transfer to Local Govt	18,578	23,832	25,156	27,200	12,909	28,000	28,000	28,000	28,000	28,000	28,000	28,000
<b>CATEGORY TOTAL</b>	<b>22,578</b>	<b>27,832</b>	<b>25,156</b>	<b>27,200</b>	<b>14,805</b>	<b>28,000</b>	<b>28,000</b>	<b>28,000</b>	<b>28,000</b>	<b>28,000</b>	<b>28,000</b>	<b>28,000</b>
1-2-5100-770 FCSS - Grants to Other Organizations	6,500	13,350	19,200	13,350	4,500	14,800	14,800	14,800	14,800	14,800	14,800	14,800
<b>CATEGORY TOTAL</b>	<b>6,500</b>	<b>13,350</b>	<b>19,200</b>	<b>13,350</b>	<b>4,500</b>	<b>14,800</b>	<b>14,800</b>	<b>14,800</b>	<b>14,800</b>	<b>14,800</b>	<b>14,800</b>	<b>14,800</b>
1-2-6100-250 Land - Planning & Development	0	2,500	0	1,000	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000
<b>CATEGORY TOTAL</b>	<b>0</b>	<b>2,500</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
1-2-7200-110 Recreation - Wages	13,825	21,000	19,759	20,000	21,830	25,000	25,000	25,000	25,000	25,000	25,000	25,000
1-2-7200-130 Recreation - Employer Contributions	1,008	1,645	1,078	2,300	1,642	2,500	2,500	2,500	2,500	2,500	2,500	2,500
1-2-7200-250 Recreation - Misc. Services	587	1,000	3,154	1,000	783	3,500	3,500	3,500	3,500	3,500	3,500	3,500
1-2-7200-270 Recreation - Canada Day	605	950	666	840	840	840	840	840	840	840	840	840
1-2-7200-274 Recreation - Insurance	0	65	67	67	67	67	67	67	67	67	67	67
1-2-7200-350 Recreation - Transfer to Local Govt	5,793	6,055	5,793	5,793	5,958	5,793	5,793	5,793	5,793	5,793	5,793	5,793
1-2-7200-510 Recreation - General Goods	1,767	1,000	1,739	2,000	1,566	2,000	2,000	2,000	2,000	2,000	2,000	2,000
1-2-7200-540 Recreation - Utilities Expense	4,514	8,600	4,851	5,000	3,244	5,000	5,000	5,000	5,000	5,000	5,000	5,000
<b>CATEGORY TOTAL</b>	<b>28,099</b>	<b>40,315</b>	<b>37,107</b>	<b>37,000</b>	<b>35,022</b>	<b>44,700</b>	<b>44,700</b>	<b>44,700</b>	<b>44,700</b>	<b>44,700</b>	<b>44,700</b>	<b>44,700</b>

Account	2023		2024		2025		2026		2027	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
1-2-7400-250 Library - Misc. Services	3,268	3,500	3,642	3,700	1,247	3,000		3,000		3,000
1-2-7400-274 Library - Insurance					708	710		710		710
1-2-7400-540 Library - Utilities	2,637	2,419	3,069	2,629	1,476	3,400		3,400		3,400
1-2-7400-770 Library - Grants to other Organizations	2,000	2,000	2,000	2,000	2,000	2,000		2,000		2,000
<b>CATEGORY TOTAL</b>	<b>7,905</b>	<b>7,919</b>	<b>8,711</b>	<b>8,329</b>	<b>5,431</b>	<b>9,110</b>	<b>0</b>	<b>9,110</b>	<b>0</b>	<b>9,110</b>
<b>Total Expenses</b>	<b>765,891</b>	<b>815,414</b>	<b>873,081</b>	<b>1,023,548</b>	<b>446,752</b>	<b>873,313</b>	<b>0</b>	<b>873,313</b>	<b>0</b>	<b>873,313</b>
<b>TOTAL REVENUE</b>	<b>\$ 875,746.00</b>	<b>\$ 822,612.00</b>	<b>\$ 750,092.43</b>	<b>\$ 1,044,293.22</b>	<b>-\$ 696,742</b>	<b>\$ 941,284</b>	<b>\$ -</b>	<b>-\$ 931,984.22</b>	<b>\$ -</b>	<b>-\$ 931,984.22</b>
<b>TOTAL EXPENSES</b>	<b>\$ 765,891.00</b>	<b>\$ 815,414.00</b>	<b>\$ 873,081.00</b>	<b>\$ 1,023,547.77</b>	<b>446,752</b>	<b>\$ 873,313</b>	<b>\$ -</b>	<b>\$ 873,313.00</b>	<b>\$ -</b>	<b>\$ 873,313.00</b>
<b>RESERVES</b>	<b>-\$ 109,855.00</b>	<b>-\$ 7,198.00</b>	<b>\$ 122,988.57</b>	<b>\$ 20,745.45</b>	<b>-\$ 249,990</b>	<b>\$ 67,971</b>	<b>\$ -</b>	<b>-\$ 58,671.22</b>	<b>\$ -</b>	<b>-\$ 58,671.22</b>

Includes ACP Grant

Includes ACP Grant

Village of Big Valley -  
 Capital Grant Allocation Review as of May 27, 2025

Grant	Year	Allocation/Remaining @ Beginning of Year	New Allocation	Projects Funded	Amount	Allocation Remaining at Year End	Total Unused Grants Allocated to Big Valley
MSI/BMTG	2020	\$ 157,290	\$ 167,404	\$ 324,694			
				Sidewalk Replacement	-\$ 9,035		
				Wastewater Line Insp.	-\$ 10,920		
						\$ 304,739	
	2021	\$ 304,739	\$ 183,601	\$ 488,340			
				Computer Server Purch	-\$ 4,547		
				Quonset Repairs	-\$ 10,400		
				Lagoon Study	-\$ 50,000		
				Water Tower Rehab	-\$ 139,500		
				Road Paving	-\$ 8,185		\$ 275,708
	2022	\$ 275,708	\$ 74,454	\$ 350,712			
				Quonset Repairs	-\$ 2,263		
				Water Tower Rehab	-\$ 100,000		
				Road Paving	-\$ 100,733		
						\$ 147,716	
Final Year	2023	\$ 147,716	\$ 74,454	Sidewalks	-\$ 29,810		
						\$ 192,360	\$192,360

LGFF	2024	\$ 223,296	\$ -	\$ 223,296			
				JD Tractor Rebuild	-\$ 46,400		
						\$ 176,896	
	2025	\$ 176,896	\$ 230,335	\$ 407,231			\$407,231

FGTF/CCBF	2021	\$ 100,000	\$ -	\$ 100,000			
	2022	\$ 100,000	\$ 50,000	\$ 150,000		\$ 150,000	
	2023	\$ 150,000	\$ 50,000	\$ 200,000			
	2024	\$ 200,000	\$ 69,283	\$ 269,283			
	2025	\$	No Allocation to date				

**2022 Grant Potential \$ 297,716**



## REQUEST FOR DECISION

**Date:** October 28, 2025 RFD 33-2025  
**Memo To:** Village Council  
**From:** Colleen Mayne  
**Subject:** Hivernant Metis Cultural Society Transfer of Land – Lots 17 & 19, Blk 2, Plan 4035AF

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### **PURPOSE**

For Council to review the transfer of Lots 17 & 19, Blk 2, Plan 4035AF from the Hivernant Metis Cultural Society back to the Village of Big Valley. .

### **BACKGROUND:**

An agreement between the Village of Big Valley and the Hivernant Metis Cultural Society was signed in 2014 for the Transfer and Development Agreement of Lots 17 & 19, Blk 2, Plan 4035AF; 49 & 57 Railway Avenue N. to the Hivernant Metis Cultural Society. A condition within the Agreement, and to which caveats were placed on both titles, that should the Cultural Society decide to sell the properties in the future, both titles would be transferred back to the Village.

### **OPTIONS #1: Transfer of Land**

1. **THAT** Council direct the CAO to begin the legal process of transferring both lots back to the Village.
2. **THAT** Council table the legal process of transferring both lots to the Village.

### **OPTIONS #2: Determination of Fair Market Value**

1. **THAT** Council direct the CAO to obtain the fair market value of both lots and present to Council at the next Regular Council Meeting to determine a sale price.
2. **THAT** Council table obtaining the fair market value of both lots.

### **RECOMMENDATION:**

#### **OPTIONS #1: Transfer of Land**

1. **THAT** Council direct the CAO to begin the legal process of transferring both lots back to the Village.

#### **OPTIONS #2: Determination of Fair Market Value**

1. **THAT** Council direct the CAO to obtain the fair market value of both lots and present to Council at the next Regular Council Meeting to determine a sale price.

**FINANCIAL IMPLICATIONS** - To be determined.

**PREPARED BY:**  
Colleen Mayne, CAO

## Colleen Mayne

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**From:** John Parkins <accessbusinessplanning@gmail.com>  
**Sent:** September 28, 2025 5:57 PM  
**To:** Colleen Mayne  
**Cc:** 'Metson Kassandra'  
**Subject:** RE: Sale of Commercial Lot and Building at 53 Railway Avenue  
**Attachments:** BV1.jpg; BV2.jpg

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

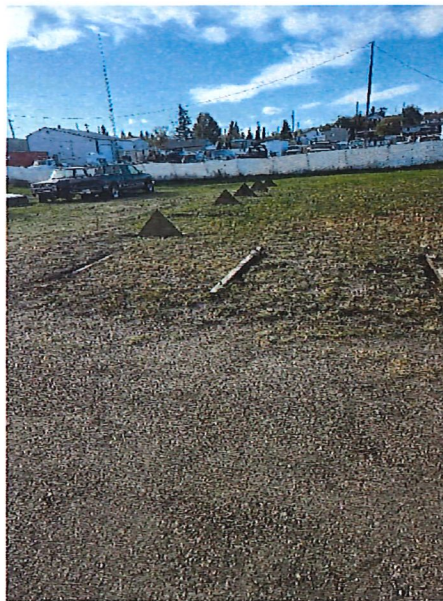
Hi Colleen: On Friday, several members of the Society and a crew from the Métis Nation of Alberta worked to remove the Métis Story Boards from the lots at #49 and #57 Railway Avenue and transport them to Tail Creek Park for storage.

The removal of the Story Boards turned out to be harder than we anticipated. The bases for the Story Board frames had been staked into the ground using 18-inch steel rods, only one of which we were able to remove using tools that we thought would be adequate. This resulted in our having to remove the Story Board frames from their bases. In some cases we also had to leave the plywood braces attached to the bases. I'm attaching two photos which show what I'm referring to.

There are 24 bases measuring 4" x 4" x 8' that remain. I had a chance to ask Tammy, the Public Works foreperson, if the front end loader that she was operating would be able to remove these bases and she thought it could. Would it be possible for the Village to remove these bases from the lots that we'll be returning to you? I expect that removing the bases with that equipment would break them and render them into scrap, which is acceptable to the Society as that is the only viable option..

Happy to discuss . . . .

John Parkins  
403-948-7169



TRANSFER AND DEVELOPMENT AGREEMENT

THIS AGREEMENT made this 11 day of SEPTEMBER 2014

BETWEEN:

THE VILLAGE OF BIG VALLEY

("the Village")

-and-

HIVERWANT METIS CULTURAL SOCIETY

("the Purchaser")

BACKGROUND:

A. The Village is the registered owner of;

Lot 17 & 19 Block 2 Plan 4035 AF

Civic Address 57 & 49 RAILWAY AVE. N., BIG VALLEY AB. T0J 0G0

Excepting there out all mines and minerals, ("the lands")

B. The Purchaser expressly represents and warrants to the Village that they are not currently constructing any other development on a lot previously purchased from the Village;

C. The Purchaser proposes to construct buildings and display items consistent with a Metis Village as shown on the attached diagram which may be altered through requirements of obtaining a development permit ("the Development").

NOW THEREFORE THE PARTIES HERETO AGREE AS FOLLOWS:

PART 1

Purchase and Transfer

1. In consideration of payment for the lands in the amount of:

Two Dollars (\$2.00) Dollars,

- a. The purchaser acknowledges that it is a condition of this agreement and a fundamental aim of the Village to ensure that the development is built upon the lands within the times herein stated, that the lands are not held in undeveloped condition for speculation , and for that purpose the agreement of the purchaser to so develop the lands is a fundamental term and condition of this agreement, runs with the land for the benefit of the Village and shall not merge upon transfer of title to the Purchaser. The Purchaser acknowledges they have received valuable consideration for such agreement to construct and develop the lands, and in particular that the purchase price of the lands and terms of payment reflect such commitment as does the willingness of the Village to enter into this agreement.
- b. The Purchaser must complete a minimum of 33% construction of the said development not later than the date which is twelve (12) calendar months from the date of notification by the Village that title to the lands has been transferred.
- c. If transfer of the lands is complete prior to signing this agreement, construction of 33% of the said development must be complete not later than the date which is twelve (12) calendar months from the date final payment for the lands was received by the Village.

8. Default of Condition Precedent and Construction Requirement;

- a. If the Purchaser is in breach of any conditions stated in this agreement, they shall be in default under this agreement.
- b. If the Purchaser;
  - I. Fails to complete the commence construction stage of the development, or
  - II. Having completed the commence construction stage of the development, then  
  
fails to complete construction of the development as stated in 7.b. & c.;then in addition to any other remedies which the Village may have available, the Village, at its sole option, may declare the Purchaser to be in default of the fundamental term under this agreement.

9. If the Village declares the Purchaser to be in default of any one of the conditions, or of a fundamental obligation of this agreement and declares this agreement to be null and void under section 13, the Village shall then;

- b. The Purchaser shall, upon the request of the Development Officer, provide to the Village copies of all designs and inspections and other reports received by the Purchaser from any engineer.

12. Miscellaneous – The Purchaser will be responsible for;

- a. Investigation of the title to the lands;
- b. Checking for and confirming the existence of easements on the lands;
- c. Checking for and confirming utilities and their location and points of servicing of the lands;
- d. Providing for the installation and connection of electrical service leads, video, telephone, gas services, water services and sanitary sewer from the building and from the meters on the building(s) to the utility system at a point designated by the Village and established by the various utility departments;
- e. Submitting plans for any development permits to the Village Office and obtaining other permits required to be compliant with Alberta Safety Codes;
- f. Protecting the property survey pins for the lands, and if such pins are disturbed, to replace them at their sole cost and expense;
- g. Containing any excavated dirt from the basement and any construction debris entirely within the property line of the lands;
- h. Providing for the placement and hauling of clay fill and/or black dirt for landscaping purposes;
- i. Obtaining approval from the Development Officer for the location of any driveway and remedy the settlement of any driveway in any easement areas at their sole cost and expense;
- j. Ensuring that the elevation of all structures is compatible with the sewer grades, as required footing elevations within the area will vary;
- k. Confirming existing and proposed lot corner elevations (rear and front) and recommended landscaping grade with the Development Officer, and complete final lot leveling if necessary;
- l. Complying with any building grades established by the Village and ensure that surface drainage from the final lot leveling will not flow upon or across adjacent lands;
- m. Protecting any fence erected by the Village on the lands and repair any damage thereto.

22. Words importing the singular shall include the plural and vice versa, words importing any gender shall include all genders, and "person" and words importing persons shall include natural persons, firms, partnerships, corporations, regulatory bodies and entities, legal or otherwise, where the general contents so requires.

23. Notices to be given under this agreement, if mailed shall be effective seven (7) days after mailing by ordinary mail, three (3) days after fax or e-mail transmissions, in the case of the Village to;

Village of Big Valley

Box 236 Big Valley, AB T0J 0G0

[info@villageofbigvalley.ca](mailto:info@villageofbigvalley.ca) Fax: 403-876-2223

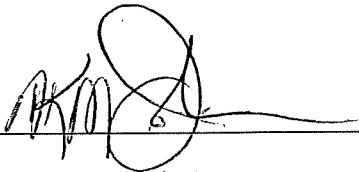
And in the case of the Purchaser, to:

HEVERNANT METISCULTURAL SOCIETY

Box 304


BIG VALLEY, AB T0J 0G0

IN WITNESS WHEREOF the parties hereto have executed this agreement as of the date first written above.

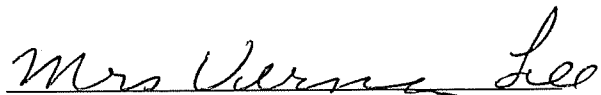


Village of Big Valley (seal)

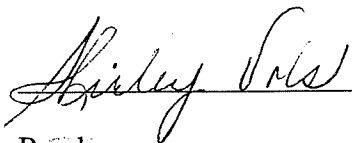
**ASAPH JOHNSON**  
A Commissioner for Oaths in  
and for the Province of Alberta.  
Expiry Date 01/16, 2017



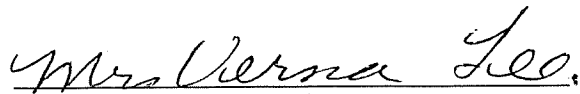
Purchaser



Witness



Purchaser



Witness

**Caveat Forbidding Registration**

Form 26  
Land Titles Act  
Sections 130

Take notice that I (We), Village of Big Valley

claim

fee simple interest

pursuant to

the Village of Big Valley having right to first option to purchase said lands at the same price the lands were sold to the Purchaser and that it is not permissible for the Purchaser to assign the Transfer & Development Agreement, grant options to purchase, sell, gift, transfer, convey, rent, lease or otherwise dispose of the lands at any time.

in the land(s) described as follows:

Lot 17; Block 2; Plan 4035 AF

Lot 19; Block 2; Plan 4035 AF

standing in the register in the name(s) of

Hivernant Metis Cultural Society

and I (we) forbid the registration of any person as transferee or owner of, or of any instrument affecting that estate or interest, unless the certificate of title is expressed to be subject to my claim.

I designate the following address as the place at which notices and proceedings relating hereto may be served:

Village of Big Valley

P.O. Box 236

Big Valley, AB T0J 0G0

In witness whereof, I have hereunto subscribed my name this

OCTOBER 2, 2014



(Signature of Caveator or Agent)

(Signature of Caveator or Agent)

**LETTER OF AGREEMENT/UNDERSTANDING BETWEEN THE MUNICIPALITY AND  
ADDITIONAL NAMED INSURED**

This letter of agreement/understanding is between the following parties:

**The Village of Big Valley** (Hereafter known as the Municipality)

&

**The Hivernant Metis Cultural Society**

Registered Society/Incorporation Number 5010444056

Dated this   1st   day of   June  , 2015.

The Hivernant Metis Cultural Society understands and agrees that as a requirement towards obtaining insurance coverage as an Additional Named Insured under the master insurance policy of the Municipality, that The Hivernant Metis Cultural Society understands and agrees to the following requirements in order to obtain Additional Named Insured status, as well as to maintain Additional Named Insured status. These requirements are as follows:

The Hivernant Metis Cultural Society;

- 1) will not engage in any activity that differs from its' current and regular course of operations and as indicated on the most current completed application for insurance coverage with Jubilee Insurance Agencies, without written notification to the Municipality as master insurance certificate holder which must then be followed by formal written approval from the Municipality back to The Hivernant Metis Cultural Society in order to confirm acceptance of changes in activity or purpose;
- 2) agrees to either having representation of the Municipality on the Board of Director's either in a voting or ex-officio capacity or provide the Municipality with minutes of all meetings within a reasonable time period following approval of such minutes by the Additional Named Insured's Board;
- 3) agrees that all incidents, no matter how minor they may appear, that occur at or through its' operations or premises, are to be reported directly to the Municipality within 48 hours of detection;
- 4) agrees to having representation at Additional Named Insured insurance/ risk management training and workshops, if such workshops are presented within the jurisdiction of the Municipality and the Municipality provides reasonable notification of such training or workshops.

- 5) agrees to engage in reasonable and effective risk management training and initiatives that address the risk and exposure profile of The Hivernant Metis Cultural Society;
- 6) agrees to ensure and confirm that Host Liquor Liability coverage is obtained for all special event activities and facility rental functions at which liquor is to be served or consumed;
- 7) agrees to fully complete the Jubilee Insurance Agencies Additional Named Insured Group Application for consideration of initial insurance coverage, as well as the Jubilee Insurance Agencies Additional Named Insured Annual Application form for any and all subsequent annual insurance policy renewals;
- 8) agrees to not enter into any request for proposals, tenders, or contracts whether verbal or written with any contractor or organization for services related to building maintenance, repair or construction or into lease/rental contracts for items that may be deemed as large capital expenditures without the expressed prior written approval of the Municipality.

The Municipality acknowledges and appreciates that such requirements provide for the protection of the rate payers of the Municipality, while providing access to a cost effective, efficient and comprehensive insurance alternative for non-profit groups who may qualify for Additional Named Insured status under the Municipality. This letter of agreement/ understanding in no way implies that insurance coverage will be extended indefinitely into the future by the Municipality to The Hivernant Metis Cultural Society, and neither does it waive the right of the Municipality to amend, alter or change such a letter if such an action is deemed necessary by the Municipality or its' insurers.

Agreed to and accepted by:

MARION ANNABLE  
 Authorized Name on behalf of The  
 Hivernant Metis Cultural Society

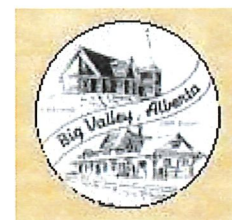
Marion Annable  
 Signature

TREASURER  
 Title

RICHELLE WHITE  
 Authorized name on behalf of the Municipality

[Signature]  
 Signature

CAO  
 Title



## REQUEST FOR DECISION

**Date:** October 28, 2025 RFD 34-2025  
**Memo To:** Village Council  
**From:** Colleen Mayne  
**Subject:** ATCO Energy Systems re: Franchise Renewal 2026-2035

---

### **PURPOSE**

For Council to direct Administration to initiate the 10 Year Franchise Renewal for Gas and Electricity for the years of 2026-2035.

### **BACKGROUND:**

The most recent Agreement between ATCO and the Village of Big Valley from 2016 to 2025 will end at the end of this year. The franchise revenue is paid to the Village for both gas and electricity monthly.

The process to sign a new Agreement includes several steps which includes advertising and requires timely steps to process, including the creation of a new Bylaw.

### **OPTIONS #1:**

1. **THAT** Council direct the CAO to prepare the necessary documentation to renew the ATCO Energy Systems Franchise Renewal 2026-2035 and bring back to the next Regular Council Meeting.
2. **THAT** Council table renewing the ATCO Energy Systems Franchise Renewal 2026-2035 until the next Regular Council Meeting.

### **RECOMMENDATION:**

#### **OPTIONS #1:**

1. **THAT** Council direct the CAO to prepare the necessary documentation to renew the ATCO Energy Systems Franchise Renewal 2026-2035 and bring back to the next Regular Council Meeting.

**FINANCIAL IMPLICATIONS** - Guaranteed Revenue.

**PREPARED BY:**  
Colleen Mayne, CAO

## Colleen Mayne

---

**From:** Belich, Kyla <kyla.belich@atco.com>  
**Sent:** October 8, 2025 3:10 PM  
**To:** Colleen Mayne  
**Cc:** Tremblay, Randy  
**Subject:** RE: Big Valley - franchise renewal package  
**Attachments:** Historic and Forecast Franchise Fees 2025 - Big Valley.pdf; Renewal Process.pdf; Big Valley - Executed Franchise Agreement - 2016 to 2026.pdf; 2016 Bylaw No. 819 - Big Valley.PDF; ATCO Franchise Renewal - Big Valley Presentation to Council.pptx

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Hi Colleen!

Well, summer flew by and the upcoming election is almost here!

As I am going to be away for the last part of October and in training upon my return, I wanted to reconnect about the franchise renewal. We should initiate the renewal process in November if possible. The next step is to complete steps 2 through 5 of the renewal process; this all happens as one step.

If you need any support with anything, please don't hesitate to reach out. I have cc'd one of my team members, Randy, on this email as he will be able to respond in my absence.

Take good care and talk soon!

Kyla

**FYI: I will be out of office October 15, and 17-30.**

**Kyla Belich, P. Eng.**

Senior Manager – Red Deer Region Operations  
ATCO Gas & Pipelines

C. 587.679.1423

P. 403.357.5234

A. 7590 Edgar Industrial Drive, Red Deer AB, T4P 3R2

[kyla.belich@atco.com](mailto:kyla.belich@atco.com)



[ATCO.com](http://ATCO.com) [LinkedIn](#) [Facebook](#) [Instagram](#) [X](#)

*In the spirit of reconciliation, we acknowledge the traditional territories and homelands on which many of our ATCO operations and facilities are located. We honour and respect the diverse history, languages, ceremonies, and culture of the Indigenous Peoples who call these areas home.*

**ATCO GAS AND PIPELINES LTD.**  
**Historic and Forecast Franchise Fee and Property Tax Information for the Village of Big Valley**

**Historic Information**

	2020	2021	2022	2023	2024	Five Year Average
Franchise Fees (Current rate: 12%, Method A&P)	\$12,931	\$13,434	\$16,411	\$14,048	\$15,041	\$14,373
Average Annual Franchise Fees Per Average Residential Customer Using 105 GJ's per Year	\$57.81	\$61.13	\$71.78	\$62.86	\$67.93	\$64.30
Franchise Fee Percentage	12.00%	12.00%	12.00%	12.00%	12.00%	12.00%
Company Delivery Revenue	\$107,749	\$111,960	\$136,335	\$115,341	\$124,782	

**Forecast Information**

Franchise Fee Method "A"	Forecast 2025 Annual Franchise Fee Total		Municipal Income		Impact on Average Residential Customer		Forecast 2025 Company Delivery Revenue	Forecast 2025 Delivery Revenue Per Average Residential Customer Using 105 GJ's / year
	Estimated 2025 Annual Franchise Fee Total	Estimated 2025 Annual Fee+Tax Total	Estimated 2025 Annual Property Tax Average Residential	Estimated 2025 Annual Property Tax Average Residential	Estimated 2025 Annual Fee+Tax Average Residential	Estimated 2025 Annual Fee+Tax Average Residential		
5.00%	\$6,283	\$10,383	\$4,100	\$18.40	\$28.20	\$46.60	\$125,662	\$563.98
10.00%	\$12,566	\$16,666	\$4,100	\$18.40	\$56.40	\$74.80		
15.00%	\$18,849	\$22,949	\$4,100	\$18.40	\$84.60	\$103.00		
20.00%	\$25,132	\$29,232	\$4,100	\$18.40	\$112.80	\$131.20		
25.00%	\$31,416	\$35,516	\$4,100	\$18.40	\$141.00	\$159.40		
35.00%	\$43,982	\$48,082	\$4,100	\$18.40	\$197.39	\$215.79		

**Estimated Property Tax Percent**

**3.26%**

Method "A" franchise fee percent is applied to Company Delivery Revenue.

**BYLAW 819  
OF THE VILLAGE OF BIG VALLEY  
IN THE PROVINCE OF ALBERTA**

Being a Bylaw of the Village of Big Valley in the Province of Alberta, to execute an agreement with ATCO Gas and Pipelines Ltd., to renew an agreement with, and to confer a franchise on the Company to deliver natural gas to customers within the municipality.

**WHEREAS**, the Company has requested a franchise be granted to provide natural gas services to customers within the Municipality;

**AND WHEREAS**, it is deemed that such an agreement would be of benefit to customers within the Municipality;

**NOW THEREFORE**, under the authority of the R.S.A. 2000, C.M-26 be it enacted that the Mayor and Administrator be authorized to sign the agreement which is attached to and forming part of this Bylaw and marked as Schedule "A" between the Municipality and the Company to renew an agreement with and to confer a franchise on the Company to deliver natural gas services within the Municipality;

This Bylaw shall come into force upon the agreement being approved by the Alberta Utilities Commission for the Province of Alberta, and upon being given Third reading and finally passed.

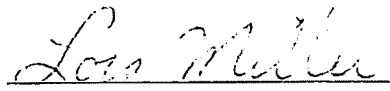
**Attachments**

1) SCHEDULE A shall be included as a part of this Bylaw.

Read a first time this 10th day of November, 2015

Read a second time this 28 day of JANUARY, 2016

Read a third time and finally passed this 28 day of JANUARY, 2016



Mayor

  
CAO

**NATURAL GAS DISTRIBUTION SYSTEM FRANCHISE AGREEMENT**

**2016**

**BETWEEN:**

**VILLAGE OF BIG VALLEY**

**- AND -**

**ATCO GAS AND PIPELINES LTD.**

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**NATURAL GAS DISTRIBUTION SYSTEM FRANCHISE AGREEMENT**

BETWEEN

**VILLAGE OF BIG VALLEY**, a municipality  
located in the Province of Alberta (the  
“**Municipality**”)

OF THE FIRST PART

– and –

**ATCO GAS AND PIPELINES LTD.**, a  
corporation having its head office at the City of  
Edmonton, in the Province of Alberta (the  
“**Company**”)

OF THE SECOND PART

WHEREAS by Agreement dated September 30, 1965 made between the Company and the Municipality a franchise was granted to the Company to supply natural gas to the Municipality and its inhabitants, for a period of twenty (20) years;

WHEREAS by Amending Agreement dated January 6, 1976 the Agreement was amended;

WHEREAS by Renewal Agreement dated November 19, 1985 the Agreement was renewed and extended for a period of ten (10) years;

WHEREAS by Renewal Agreement dated February 20, 1996 the Agreement was renewed and extended for a period of ten (10) years;

WHEREAS by Agreement dated June 7, 2006 the Agreement was renewed and extended for a period of ten (10) years;

WHEREAS the Municipality desires to grant and the Company, collectively the “Parties”, desires to obtain an exclusive franchise to provide Natural Gas Distribution Service within the Municipal Service Area on the terms and conditions herein contained;

NOW THEREFORE in consideration of the mutual covenants and promises herein contained, the Parties hereby agree as follows:

**1) Definitions and Interpretation**

Unless otherwise expressly provided in this Agreement, the words, phrases and expressions in this Agreement will have the meanings attributed to them as follows:

- a) "Agreement" means this Natural Gas Distribution System Franchise Agreement;
- b) "Alternative Course of Action" shall have the meaning set out in paragraph 14 (c);
- c) "Commission" means the Alberta Utilities Commission (AUC) as established under the Alberta Utilities Commission Act (Alberta);
- d) "Company" means the Party of the second part to this Agreement and includes its successors and permitted assigns;
- e) "Construct" means constructing, reconstructing, upgrading, extending, relocating, or removing any part of the Natural Gas Distribution System;
- f) "Consumer" or "Consumers" as the text may require, means any individual, group of individuals, firm or body corporate, including the Municipality, with premises or facilities located within the Municipal Service Area from time to time that are provided with Natural Gas Distribution Service by the Company pursuant to the Company's Delivery Tariff;
- g) "Core Services" means all those services set forth in Schedule "A" of this Agreement;
- h) "Delivery Tariff" means the rates and Terms and Conditions of service approved by the Commission from time to time on an interim or final basis, as the case may be, for the Company to deliver Natural Gas to the Consumer;
- i) "Electronic Format" means any document or other means of communication that is created, recorded, transmitted or stored in digital form or in any other intangible form by electronic, magnetic or optical means or by any other computer-related means that have similar capabilities for creation, recording, transmission or storage;
- j) "Extra Services" means those services set forth in Schedule "B" that are requested by the Municipality for itself or on behalf of its citizens and provided by the Company in accordance with paragraph 7 of this Agreement;
- k) "GUA" means the Gas Utilities Act (Alberta);
- l) "Intended Time Frame" shall have the meaning set out in paragraph 14 (c);
- m) "Maintain" means to maintain and keep in good repair any part of the Natural Gas Distribution System;
- n) "Major Work" means any Work to Construct or Maintain the Distribution System that costs more than One Hundred Thousand (\$100,000.00) Dollars;
- o) "MGA" means the Municipal Government Act (Alberta);

- p) "Modified Plans" shall have the meaning set out in paragraph 14 (c)(ii);
- q) "Municipality" means the Party of the first part to this Agreement;
- r) "Municipal Compensation" shall have the meaning set out in paragraph 20;
- s) "Municipal Service Area" means the geographical area within the legal boundaries of the Municipality where the Company has been granted rights hereunder in connection with, among other matters, Natural Gas Distribution Service, as altered from time to time;
- t) "Municipal Property" means all property, including lands and buildings, owned, controlled or managed by the Municipality within the Municipal Service Area;
- u) "Natural Gas" means a combustible mixture of hydrocarbon gases;
- v) "Natural Gas Distribution Service" means the delivery of Natural Gas in accordance with the Company's Delivery Tariff;
- w) "Natural Gas Distribution System" means any facilities owned by the Company which are used to provide Natural Gas Distribution Service within the Municipal Service Area, and without limiting the generality of the foregoing, will include all mains, pipes, conduits, valves and all other installations used and required for the purpose of delivering Natural Gas to the Consumer within the Municipal Service Area and includes any Natural Gas transmission lines owned by the Company within the Municipal Service Area;
- x) "NOVA Gas Transmission Ltd. (NGTL)" means NGTL and its successors, as applicable, for purposes of paragraph 5 g) of this Agreement. For greater certainty, the provisions of paragraph 5 g) may only apply in relation to franchises held by ATCO;
- y) "Operate" means to operate the Natural Gas Distribution System, or to interrupt or restore service in any part of the Natural Gas Distribution System, in a safe and reliable manner;
- z) "Party" means any party to this Agreement and "Parties" means all of the parties to this Agreement;
- aa) "Plans and Specifications" means the plans, drawings and specifications reasonably necessary to properly assess and review proposed Work prior to issuance of any approval that may be required under this Agreement;
- bb) "Term" means the term of this Agreement set out in paragraph 2;
- cc) "Terms and Conditions" means the terms and conditions contained within the

Delivery Tariff in effect from time to time for the Company as approved by the Commission;

dd) "Work" means any work to Construct or Maintain the Natural Gas Distribution System; and

ee) "Work Around Procedures" shall have the meaning set out in paragraph 14 (c)(ii).

The words "hereof", "herein", "hereunder" and other words of similar import refer to this Agreement as a whole, including any attachments hereto, as the same may from time to time be amended or supplemented and not to any subdivision contained in this Agreement. Unless the context otherwise requires, words importing the singular include the plural and vice versa and words importing gender include all genders. References to provisions of statutes, rules or regulations will be deemed to include references to such provisions as amended, modified or re-enacted from time to time. The word "including" when used herein is not intended to be exclusive and in all cases means "including without limitation". References herein to a section, paragraph, clause, Article or provision will refer to the appropriate section, paragraph, clause, article or provision of this Agreement. The descriptive headings of this Agreement are inserted for convenience of reference only and do not constitute a part of and will not be utilized in interpreting this Agreement.

## **2) Term**

- a) Subject to sub-paragraph 2(b), this Agreement will be for a minimum term of ten years, commencing on the later of:
  - i. 1<sup>st</sup> day of March 2016; and
  - ii. the first (1<sup>st</sup>) business day after both of the following have occurred:
    - A. the Commission has approved and acknowledged this Agreement; and
    - B. Council of the Municipality has passed third reading of the applicable adopting bylaw.
- b) This Agreement will expire on the 28<sup>th</sup> day February, 2026
- c) It is agreed this Agreement supersedes and replaces any prior Natural Gas franchise agreements between the Municipality and the Company.

## **3) Expiry of Term of Agreement**

- a) Provided the Company gives written notice to the Municipality not less than twelve (12) months prior to the expiration of the Term of its intention to negotiate a new franchise agreement, at any time following the expiration of the Term, and if the Municipality has not provided written notice to the Company to exercise its

rights to purchase the Natural Gas Distribution System, either Party may submit any items in dispute pertaining to a new franchise agreement to binding arbitration by the Commission.

- b) Subject to subparagraph 3c) of this Agreement, upon expiry of the Term, this Agreement will continue in effect pursuant to the provisions of the MGA.
- c) Commencing one (1) year following the expiration of the Term of this Agreement, unless either Party has invoked the right to arbitration referred to in subparagraph 3a), or the Municipality has given written notice to purchase the Natural Gas Distribution System, this Agreement will be amended to provide the following:
  - i) Fifty percent (50%) of the franchise fee otherwise payable under this Agreement to the Municipality will be held back and deposited in trust in an interest bearing trust account by the Company, for the sole benefit of the Municipality. The trust money along with all accumulated interest will be paid to the Municipality immediately upon execution of another Natural Gas Franchise Agreement with the Company, or if the Municipality purchases the Natural Gas Distribution System, or if the Company transfers or sells the Natural Gas Distribution System, or upon further Order of the Commission.
- d) In the event a franchise agreement template is approved by the Commission during the Term of this Agreement and the provisions are materially different from the provisions of this Agreement, the Parties may, by agreement in writing, amend this Agreement to conform to such franchise agreement template.

#### **4) Grant of Franchise**

- a) Subject to the terms and conditions hereof, the Municipality hereby grants to the Company the exclusive right within the Municipal Service Area to:
  - i. provide Natural Gas Distribution Service;
  - ii. Construct, Operate, and Maintain the Natural Gas Distribution System; and
  - iii. use portions of roads, rights-of-way, and other lands owned, controlled or managed by the Municipality which have been designated by the Municipality for such use and which are necessary to provide Natural Gas Distribution Service or to Construct, Operate and Maintain the Natural Gas Distribution System.
- b) Subject to subparagraph 4c) , and to the terms and conditions hereof, the Municipality agrees it will not, during the Term, grant to any other person, firm or corporation, the right to Construct, Operate and Maintain any natural gas distribution system nor the exclusive right to use the portions of the roads, rights-of-way and other lands owned, controlled or managed by the Municipality which

have been designated by the Municipality for such use and which are necessary to provide Natural Gas distribution service or to Construct, Operate and Maintain a Natural Gas distribution system, for the purpose of delivering Natural Gas in the Municipal Service Area for Consumers, so long as the Company delivers the Consumers' requirements of Natural Gas.

c) The Company agrees to:

- i. bear the full responsibility of an owner of a Natural Gas distribution system and to ensure all services provided pursuant to this Agreement are provided in accordance with the Delivery Tariff, insofar as applicable;
- ii. Construct, Operate and Maintain the Natural Gas Distribution System;
- iii. use designated portions of roads, rights-of-way, and other lands including other lands owned, controlled or managed by the Municipality necessary to Construct, Operate and Maintain the Natural Gas Distribution System, including the necessary removal, trimming of trees, shrubs or bushes or any parts thereof; and
- iv. use the Municipality's roads, rights-of-way and other Municipal Property granted hereunder solely for the purpose of providing Natural Gas Distribution Service and any other service contemplated by this Agreement.

**5) Franchise Fee**

a) Calculation of Franchise Fee

In consideration of the rights granted pursuant to paragraph 4 and the mutual covenants herein and subject to Commission approval the Company agrees to collect from Consumers and pay to the Municipality a franchise fee. The Parties agree s. 360(4) of the *MGA*, as amended, does not apply to the calculation of the franchise fee in this Agreement. For each calendar year the franchise fee will be calculated as a percentage of the Company's actual total revenue derived from the Delivery Tariff, including without limitation the fixed charge, base energy charge, demand charge, but excluding the cost of Natural Gas (being the calculated revenues from the Natural Gas cost recovery rate rider or the deemed cost of Natural Gas and Natural Gas supply related riders) in that year for Natural Gas Distribution Service within the Municipal Service Area.

For the first (1<sup>st</sup>) calendar year or portion thereof of the Term of this Agreement, the franchise fee percentage will be twelve percent (12.00%).

By no later than September 1<sup>st</sup> of each year, the Company will:

- i. advise the Municipality in writing of the total revenues that were derived from the Delivery Tariff within the Municipal Service Area for the prior calendar year; and
- ii. with the Municipality's assistance, provide in writing an estimate of total revenues to be derived from the Delivery Tariff within the Municipal Service Area for the next calendar year.

b) Adjustment to the Franchise Fee

At the option of the Municipality and subject to Commission approval, the franchise fee percentage may be changed annually by providing written notice to the Company.

If the Municipality wishes to amend the franchise fee percentage, then the Municipality will, no later than November 1<sup>st</sup> in any year of the Term, advise the Company in writing of the franchise fee percentage to be charged for the following calendar year. Upon receipt of notice, the Company will work with the Municipality to ensure all regulatory requirements are satisfied on a timely basis and agrees to use best efforts to obtain approval from the Commission for implementation of the proposed franchise fee percentage as and from January 1<sup>st</sup> of the following calendar year.

If the Municipality provides written notice at any other time with respect to a franchise fee change, the Company will implement the new franchise fee percentage as soon as reasonably possible.

c) Notice to Change Franchise Fee

Prior to implementing any change to the franchise fee, the Municipality will notify its intent to change the level of the franchise fee and the resulting effect such change will have on an average residential Consumer's annual Natural Gas bill through publication of a notice once in the newspaper with the widest circulation in the Municipal Service Area at least forty five (45) days prior to implementing the revised franchise fee. A copy of the published notice will be filed with the Commission.

d) Payment of Franchise Fee

The Company will pay the Municipality the franchise fee amount billed to Consumers on a monthly basis within forty-five (45) days after billing Consumers.

e) Franchise Fee Cap

The franchise fee percentage will not at any time exceed thirty five percent (35%) without prior Commission approval.

f) **Reporting Considerations**

Upon request, the Company will provide to the Municipality, along with payment of the franchise fee amount information on the total Delivery Tariff billed, the franchise fee percentage applied, and the derived franchise fee amount used by the Company to verify the payment of the franchise fee amount as calculated under this paragraph 5.

g) **Franchise Fees Collected from NOVA Gas Transmission Ltd. Customers**

In the event certain customers in the Municipal Service Area connected to the Company's Natural Gas Distribution System are customers of the NOVA Gas Transmission Ltd. (NGTL), a franchise fee will be collected from such customers by NGTL in accordance with NGTL's applicable tariff and such franchise fee once remitted to the Company will be aggregated with the franchise fee as calculated in paragraph 5 a) to be dealt with in accordance with paragraph 5 d).

**6) Core Services**

The Company agrees to provide to the Municipality the Core Services set forth in Schedule "A". The Company and the Municipality may amend Schedule "A" from time to time upon mutual agreement.

**7) Provision of Extra Services**

Subject to an agreement being reached, the Company agrees to provide to the Municipality the Extra Services, if any, set forth in Schedule "B", as requested by the Municipality from time to time. The Company is entitled to receive from the Municipality a reasonable amount for full compensation for the provision of the Extra Services in accordance with Schedule "B". The Company and the Municipality may amend Schedule "B" from time to time upon mutual agreement.

Any breach by the Company in connection with the provision of any Extra Services contained in this Agreement will not constitute a breach of a material provision of this Agreement for the purposes of paragraph 9.

**8) Municipal Taxes**

Amounts payable to the Municipality pursuant to this Agreement will be (without duplication) in addition to the municipal taxes and other levies or charges made by the Municipality against the Company, its land and buildings, linear property, machinery and equipment.

**9) Right to Terminate on Default**

In the event either Party breaches any material provision of this Agreement, the other Party may, at its option, provide written notice to the Party in breach to remedy such breach. If the said breach is not remedied within two (2) weeks after receipt of the written notice or such further time as may be reasonably required by the Party in breach using best efforts on a commercially reasonable basis, the Party not in breach may give six (6) months notice in writing to the other Party of its intent to terminate this Agreement, and unless such breach is remedied to the satisfaction of the Party not in breach acting reasonably this Agreement will terminate six (6) months from the date such written notice is given, subject to prior Commission approval.

**10) Sale of Natural Gas Distribution System**

Upon the expiration of the Term of this Agreement or the termination of this Agreement pursuant to the terms and conditions hereof or by operation of law or order of a governmental authority or court of law having jurisdiction the Municipality may, subject to the approval of the Commission under Section 47 of the MGA:

- i. exercise its right to require the Company to sell to it the Natural Gas Distribution System within the Municipal Service Area pursuant to the provisions of the MGA, where applicable; or
- ii. if such right to require the Company to sell the Natural Gas Distribution System is either not applicable or has been repealed, require the Company to sell to it the Natural Gas Distribution System. If, upon the expiration of the Agreement, the parties are unable to agree on the price or on any other terms and conditions of the purchase, the unresolved matters will be referred to the Commission for determination.

**11) Provision of Detailed Plans and Equipment**

a) Detailed Plans

The Company agrees to provide to the Municipality for the Municipality's purposes only, the most current set of detailed plan sheets including as-built drawings and specifications showing the locations (excluding depth) and alignments of the Natural Gas Distribution System, excepting service lines and installations on private property, according to the plan sheets in hard copy and in Electronic Format, where available, together with as many prints of the overall Natural Gas Distribution System as the Municipality may reasonably require. These plans and plan sheets will be updated by the Company on at least an annual basis.

The Municipality will, upon reasonable request, provide to the Company any subdivision development plans of the Municipality in hard copy and in Electronic Format, where available. The subdivision development plans are provided to the

Company for the sole purpose of assisting the Company in delivering Natural Gas to the Consumer.

b) Provision of Equipment

The Company agrees to provide the Municipality's fire department with the equipment necessary for the operation of curb boxes and service valves. In case of fire, the service valves may be turned off by the fire department if they reach a fire before the Company's representative. The Municipality will notify one of the Company's representatives of fires which may affect the Natural Gas Distribution System and/or the operations thereof as quickly as reasonably possible or, in the event they cannot reach a Company representative, the Municipality will advise the Company's standby personnel of such fires. The Company will ensure its representatives reasonably cooperate with the Municipality in preventing, controlling and investigating fires involving or affecting the Natural Gas Distribution System.

**12) Right of First Refusal to Purchase**

- a) If during the Term of this Agreement, the Company receives a bona fide arm's length offer to operate, take control of, or purchase the Natural Gas Distribution System within the Municipal Service Area, which the Company is willing to accept, then the Company will promptly give written notice to the Municipality of the terms and conditions of such offer and the Municipality will during the next one hundred and twenty (120) days, have the right of first refusal to operate, take control of or purchase the Natural Gas Distribution System, as the case may be, for the same price and upon the terms and conditions contained in the said offer.

Notwithstanding the foregoing, in the event the Municipality fails or refuses to exercise its right of first refusal, the Municipality will retain the right to withhold its consent to an assignment of this Agreement in accordance with paragraph 20 below. For the purposes of this paragraph 12, "operate, take control" will not be construed as including the subcontracting by the Company of only some portions of its operations where the Company continues to be responsible for the performance of this entire Agreement;

- b) If the Municipality does not exercise its right of first refusal and the said bona fide offer the Company is willing to accept does not proceed to closure, the Municipality retains its right of first refusal on any other offer.
- c) This right of first refusal applies where the offer pertains only to the entire Natural Gas Distribution System. The right of first refusal does not apply to offers that include any other distribution systems or distribution facilities of the Company located outside of the Municipal Service Area. If such offer includes other distribution systems of the Company, the aforesaid right of first refusal will be of no force and effect and will not apply.
- d) Where the Municipality exercises its rights to purchase the Natural Gas Distribution

System from the Company and thereby acquires the Natural Gas Distribution System, the Municipality agrees, should it no longer wish to own the Natural Gas Distribution System within five (5) years after it acquires the said system and the Municipality receives any bona fide offer from an arms-length third party to purchase the Natural Gas Distribution System, which it is willing to accept, then it will promptly give written notice to the Company of the terms and conditions of such offer. The Company will during the next one hundred and twenty (120) days have the first right of refusal to purchase the Natural Gas Distribution System for the same price and upon the same terms and conditions as contained in the said offer.

- e) The Municipality's right of first refusal will not apply where the Company has agreed to transfer the Natural Gas Distribution System to a third party utility company in exchange for certain other assets provided all of the following conditions are met:
  - i. the third party utility can demonstrate to the reasonable satisfaction of the Municipality that it meets the necessary technical and financial requirements to own and operate the Natural Gas Distribution System;
  - ii. the only consideration that will be exchanged between the Company and the third party utility company is the transfer and exchange of assets and monetary consideration limited to a maximum of 49% of the net book value of the Natural Gas Distribution System;
  - iii. there is no adverse impact to the Municipality resulting from the transfer and exchange above referenced as determined by the Commission;
  - iv. the Company and the third party utility company obtain all the requisite regulatory requirements prior to completing the transfer and exchange; and
  - v. full compensation is paid to the Municipality for all reasonable costs including administrative and legal costs incurred by the Municipality in ensuring all of the conditions i) through iv) above are satisfied.

### **13) Construction and/or Maintenance of Natural Gas Distribution System**

#### **a) Municipal Approval**

Before undertaking any Major Work, or in any case in which the Municipality specifically requests any Major Work, the Company will submit to and obtain the written approval from the Municipality, or its authorized officers, of the Plans and Specifications for the proposed Major Work and its location. Approval by the Municipality granted in accordance with this paragraph will be limited to an approval of the location and alignment of the Major Work only, and will not signify approval of the structural design or the ability of the work to perform the function for which it was intended.

Prior to commencing the Work, the Company will obtain such other applicable permits as are required by the Municipality. The Company will notify the Municipality of all Work done within the Municipal Service Area prior to commencing the Work where reasonably practicable. However, only Major Work is subject to a formal approval process.

The Company will obtain prior written approval from the Municipality for any traffic lane or sidewalk closures required to be made at least forty-eight (48) hours prior to the commencement of the proposed Work.

For the purposes of obtaining the approval of the Municipality for Major Work under this Agreement, the Company will provide the Municipality with the Plans and Specifications for the proposed Major Work in Electronic Format (or upon request, the Company will provide the Municipality with a hard copy of the materials). The Plans and Specifications will include a description of the project and drawings of a type and format generally used by the Company for obtaining approvals from municipalities and will illustrate the proposed changes to the Natural Gas Distribution System.

b) Restoration of Municipal Property

The Company agrees when it or any agent employed by it undertakes any Work on any Municipal Property, the Company will complete the said Work promptly and in a good and workmanlike manner and, where applicable, in accordance with the approved Plans and Specifications. Further, and unless otherwise agreed to by the Parties, the Company will forthwith restore the Municipal Property to the same state and condition, as nearly as reasonably possible, in which it existed prior to the commencement of such Work, subject to reasonable wear and tear and to the satisfaction of the Municipality acting reasonably.

The Company will, where reasonably practicable and prudent, locate its pipelines and related equipment in lanes and alleys rather than in the streets and main thoroughfares.

The Company further covenants it will not unduly interfere with the works of others or the works of the Municipality. Where reasonable and in the best interests of both the Municipality and the Consumer, the Company will cooperate with the Municipality and coordinate the installation of the Natural Gas Distribution System along the designated rights-of-way pursuant to the direction of the Municipality. During the performance of the Work, the Company will use commercially reasonable efforts to not interfere with existing Municipal Property and to cause as little damage as possible to the property of others (including the Municipality Property). If the Company causes damage to any existing Municipal Property during the performance of any Work, it will cause such damage to be repaired at its own cost.

Upon default by the Company or its agent to repair damage caused to Municipal Property as set out above, the Municipality may provide written notice to the

Company to remedy the default. If the default is not remedied within two (2) weeks after receipt of the written notice or such further time as may be reasonably required and requested by the Company using best efforts on a commercially reasonable basis to remedy the default, the Municipality may undertake such repair work and the Company will be liable for the reasonable costs thereof.

c) Urgent Repairs and Notification to Municipality

If any repairs or maintenance required to be made to the Natural Gas Distribution System are of an urgent nature where the operation or reliability of the Natural Gas Distribution System is materially compromised or potentially materially compromised, the Company will be entitled to conduct such repairs or maintenance as are commercially reasonable without prior notice to the Municipality and, unless otherwise specified by the Municipality, the Company will provide notice to the Municipality as soon as practicable and, in any event, no later than seventy-two (72) hours after the repairs are commenced.

d) Company to Obtain Approvals from Other Utilities

The Company will be solely responsible for locating, or causing to be located, all existing utilities or utility mains, pipes, valves and related facilities in, on or adjacent to the Work site. The Company will notify all other utility operators and ensure utilities and utility mains, pipes, valves and related facilities are staked prior to commencement of construction. Unless the Municipality has staked the location for the utility property, staking will not be deemed to be a representation or warranty by the Municipality the utility or utility property are located as staked. The Municipality will not be responsible for any damage caused by the Company to any utility or any third party as a result of the Company's Work, unless the Municipality has improperly staked the utility property. Approval must be obtained by the Company from the owner of any third party utility prior to relocation of any facility owned by such third party utility.

e) Revised Plans and Specifications

Following completion of the Major Work, the Company will provide the Municipality with the revised Plans and Specifications, updated after construction, in Electronic Format, where available and upon request, the Company will provide the Municipality with a hard copy of the materials within three (3) months of the request. The Company will provide the Municipality with copies of any other revised Plans and Specifications as reasonably requested by the Municipality. For the purposes of this paragraph and paragraph 11, the Company may satisfy its obligations to provide revised Plans and Specifications in Electronic Format by:

- i. advising the Municipality the revised Plans and Specifications are posted to a web-based forum that contains such information; and
- ii. allowing the Municipality access to such web-based forum.

f) Approvals

Where any approvals are required to be obtained from either Party under this paragraph, such approvals will not be unreasonably withheld.

The Company will ensure all Work is performed in accordance with the requirements of all applicable legislation, rules and regulations. The Company will immediately notify the Municipality of any lien, claim of lien or other action of which it has or reasonably should have knowledge, and will cause the same to be removed within thirty (30) days (or such additional time as the Municipality may allow in writing), failing which the Municipality may take such action as it reasonably deems necessary to remove the same and the entire cost thereof will be immediately due and payable by the Company to the Municipality.

**14) Responsibilities For Cost of Relocations**

- a) Upon receipt of one (1) year's notice from the Municipality, the Company will, at its own expense, relocate to Municipal Property such part of the Natural Gas Distribution System that is located on Municipal Property as may be reasonably required by the Municipality due to planned municipal construction. In order to encourage the orderly development of Municipal facilities and the Natural Gas Distribution System, the Municipality and the Company agree they will meet regularly to:
- i. review the long-term facility plans of the Municipality and the Company; and
  - ii. determine the time requirements and costs for final design specifications for each relocation. Providing the Municipality is not the developer requesting the relocation for commercial or residential resale to third parties, the Company will bear the expenses of the required relocation.
- b) Notwithstanding the foregoing, the Company will not be required to move any part of the Natural Gas Distribution System after receipt of notice from the Municipality in accordance with this paragraph where:
- i. the Company has illustrated to the satisfaction of the Municipality, acting reasonably, an appropriate Alternative Course of Action is available;
  - ii. the Municipality has provided the Company with its written approval of the Alternative Course of Action (which approval may not be unreasonably withheld by the Municipality); and
  - iii. the Company has provided its written undertaking to carry out the Alternative Course of Action promptly and within a sufficiently short period of time so as to ensure the Municipality will be left with sufficient time to complete the said planned municipal construction within the Intended Time Frame (taking into account any delays which the Municipality may encounter as a result of the

Company utilizing the Alternative Course of Action).

- c) For the purposes of this paragraph 14, the term "Alternative Course of Action" will mean any course of action that will enable the Municipality to complete the said Municipal construction and will result in a net cost savings to the Company (taking into account all additional costs incurred by the Company in carrying out the Alternative Course of Action and any additional costs which the Municipality may incur and which the Company will be required to pay in accordance with this paragraph 14 and "Intended Time Frame" will mean the period of time within which the Municipality would have reasonably been able to complete the said Municipal construction if the Company would have relocated the Natural Gas Distribution System in accordance with this paragraph 14.

If the Municipality agrees to permit the Company to utilize an Alternative Course of Action, the Company will pay any and all costs incurred in carrying out the Alternative Course of Action and will pay on demand to the Municipality (on a full indemnity basis) any and all costs incurred by the Municipality:

- i. in conducting a review of the Alternative Course of Action to determine whether the Alternative Course of Action is acceptable to the Municipality;
- ii. in modifying any plans the Municipality may have prepared in respect of the said municipal construction ("Modified Plans") or in preparing or developing plans and procedures ("Work Around Procedures") to work around the Natural Gas Distribution System or any improvement, thing, or component utilized by the Company in effecting the Alternative Course of Action; and
- iii. in the course of conducting the said planned municipal construction where such costs would not have been incurred by the Municipality if the Company had relocated the Natural Gas Distribution System in accordance with this paragraph 14 (including any reasonable additional cost the Municipality may incur in completing the said municipal construction in accordance with the Modified Plans or in effecting any Work Around Procedures).

d) The following example illustrates the intended application of the foregoing provisions:

Where:

- i. The Municipality requires the Company to move a Natural Gas line so the Municipality can replace its own sewer lines. The cost of moving the Natural Gas line is \$10,000. The cost of carrying out the replacement of the sewer line after moving the Natural Gas line is \$40,000;
- ii. The Company proposes to simply brace the Natural Gas line (at a cost of \$2,000) and the Municipality, acting reasonably, approves of this as an Alternative Course of Action;

- iii. As a result of having to prepare Modified Plans and to prepare and implement Work Around Procedures to work around the braces, the actual cost incurred by the Municipality in replacing the sewer line is \$45,000 (being a net increase in cost of \$5,000); the Company is required to pay the \$2,000 cost of the bracing together and the additional cost of \$5,000 incurred by the Municipality (resulting in a net savings of \$3,000 to the Company).

In cases of emergency, the Company will take all measures that are commercially reasonable and necessary to ensure public safety with respect to relocating any part of the Natural Gas Distribution System that may be required in the circumstances.

If the Company fails to complete the relocation of the Natural Gas Distribution System or fails to repair or do anything else required by the Company pursuant to this subparagraph without valid justification and in a timely and expeditious manner to the satisfaction of the Municipality's representative, acting reasonably, the Municipality may, but is not obligated to, complete such relocation or repair and the Company will pay the reasonable costs of such relocation or repair forthwith to the Municipality. If the Municipality chooses to complete such relocation or repair the Municipality will ensure such work is completed using the Company's design specifications and standards, as provided by the Company, including the use of good and safe operating practices.

The Municipality is not responsible, either directly or indirectly, for any damage to the equipment which forms part of the Natural Gas Distribution System which may occur during its installation, maintenance or removal by the Company, nor is the Municipality liable to the Company for any losses, claims, charges, damages and expenses whatsoever suffered by the Company including claims for loss of revenue or loss of profits, on account of the actions of the Municipality, its agents or employees, working in, under, over, along, upon and across its highways and rights-of- ways or other Municipal Property other than direct loss or damage to the Company caused by the negligence or willful misconduct of the Municipality, its agents or employees.

In the event the relocation or any part thereof requires the approval of a third party, the Municipality will use reasonable efforts to assist the Company in any negotiation with such third party to obtain the necessary approval(s).

In the event the relocation results from the demand or order of an authority having jurisdiction, other than the Municipality, the Municipality will not be responsible for any of the costs of such relocation.

## **15) Natural Gas Distribution System Expansion**

Subject to the Terms and Conditions, and at no cost to the Municipality unless otherwise provided for under the Terms and Conditions, the Company will, on a timely basis, use its best efforts on a commercially reasonable basis to meet the Natural Gas Distribution System expansion requests of the Municipality or a Consumer and provide the requisite

facilities for connections for new Consumers to the Natural Gas Distribution System.

**16) Increase in Municipal Boundaries**

Where the Municipality increases its geographical area, through annexation or amalgamation, as understood under the MGA, by the greater of 640 acres and twenty five (25%) percent of the current area or more, the Municipality will have the option to:

- a) terminate this Agreement provided the Municipality gives notice in writing to the Company of its intention to do so; or
- b) add the increased area to the Municipal Service Area already served by the Company so that the rights and obligations contained in this Agreement will apply in respect of the Municipal Service Area, including the increased area.

For all other increases to the Municipal Service Area through annexation or amalgamation as understood under the MGA, the rights and obligations contained in this Agreement will apply in respect of the whole Municipal Service Area, including the increased area.

**17) Joint Use of Municipal Rights-of-Way**

a) Municipal Use

The Municipality will upon written notice to the Company have, for any reasonable municipal purpose, the right to make use of any municipal rights-of-way granted to the Company by the Municipality, provided such use complies with good and safe operating practices, as determined by the Company acting reasonably, applicable legislation, and does not unreasonably interfere with the Company's use thereof, at no charge to the Municipality. The Municipality is responsible for its own costs and any necessary and reasonable costs incurred by the Company including the costs of any alterations that may be required in using municipal rights-of-way.

b) Third Party Use and Notice

If any third party, including other utilities, desire to jointly use the municipal rights-of-way, the Company agrees it will not grant the third party joint use except in accordance with this paragraph, or unless otherwise directed by any governmental authority or court of law having jurisdiction.

The Company agrees the following procedure will be used in granting permission to third parties desiring joint use of the municipal rights-of-way:

- i. first, the third party will be directed to approach the Company to initially request conditional approval from the Company to use that part of the municipal rights-

of-way it seeks to use;

- ii. second, upon receiving written conditional approval from the Company, the third party will be directed to approach the Municipality to obtain its written approval to jointly use that part of the municipal rights-of-way. As a condition of granting its consent, the Municipality may require such third party enter into an agreement with the Municipality, and such agreement may require such third party pay compensation to the Municipality; and
  - iii. third, upon receiving written conditional approval from the Municipality, the third party will be directed to obtain final written approval from the Company to jointly use that part of the municipal rights-of-way. Once a joint use agreement has been entered into between the Company and the third party, it will not be subsequently amended without the written consent of the Municipality (which consent will not be unreasonably withheld).
- c) Cooperation

The Company and the Municipality agree they will use reasonable efforts to cooperate with each other in encouraging the use of joint trenching and in any negotiations with third parties desiring joint use of any part of the municipal rights-of-way located on Municipal Property.

d) Payment

The compensation paid or to be paid by such third party to the Municipality for the use of the Municipal Property including its rights-of-way, will be determined between the Municipality and the third party.

The compensation paid or to be paid by such third party to the Company for the joint use of any portion of the municipal rights-of-way will be determined between the Company and the third party, subject to the jurisdiction of any governmental authority over the matter and the Municipality's right to intervene in any related regulatory proceeding.

e) Provision of Agreements

Upon reasonable request by the Municipality, copies of these agreements will be updated by the Company and provided to the Municipality at no cost to the Municipality.

**18) Municipality as a Retailer**

The provisions of this Agreement will not in any way restrict the right of the Municipality to become a retailer within the meaning of the GUA.

**19) Reciprocal Indemnification and Liability**

- a) The Company will indemnify and save the Municipality, its servants, agents, employees, licensees, contractors and invitees, harmless from and against any and all liability, actions, demands, claims, damages, losses and expenses (including all legal costs and disbursements), including indemnity from and against any claim, loss, cost, demand and legal or other expense, whether in respect of any lien, encumbrance or otherwise, arising out of any Work performed by or for the Company, which may be brought against or suffered, sustained, paid or incurred by the Municipality, its servants, agents, employees, contractors, licensees and invitees, arising from, or otherwise caused by:
  - i. any breach by the Company of any of the provisions of this Agreement; or
  - ii. the negligence or willful misconduct of the Company, or any of its servants, agents, employees, licensees, contractors or invitees in carrying on its business within the Municipal Service Area.
  
- b) The Municipality will indemnify and save the Company, its servants, agents, employees, licensees, contractors and invitees, harmless from and against any and all liability, actions, demands, claims, damages, losses and expenses (including all legal costs and disbursements) which may be brought against or suffered, sustained, paid or incurred by the Company, its servants, agents, employees, licenses, contractors and invitees, arising from, or otherwise caused by:
  - i. any breach by the Municipality of any of the provisions of this Agreement; or
  - ii. the negligence or willful misconduct of the Municipality, or any of its servants, agents, employees, licensees, contractors or invitees, in carrying on the business of the Municipality.
  
- c) Notwithstanding anything to the contrary herein contained, in no event will the Municipality or the Company be liable under this Agreement, in any way, for any reason, for any indirect, special or consequential damages (including damages for pure economic loss, loss of profits, loss of earnings or loss of contract), howsoever caused or contributed to.

**20) Assignment**

In the event the Company agrees to sell the Natural Gas Distribution System to a third party purchaser, the Company will comply with paragraph 10 above. In addition, the Company will request the third party purchaser confirm in writing it will agree to all the terms and conditions of this Agreement between the Company and the Municipality. The Company agrees it will provide to the Municipality a copy of the third party purchaser's confirmation letter.

The Company agrees to provide the Municipality with reasonable prior written notice of a sale of the Natural Gas Distribution System to a third party purchaser. The Parties will thereafter meet to discuss the technical and financial capabilities of the third party purchaser to perform and satisfy all terms and conditions of the Agreement, and the compensation payable to the Municipality for all costs including administrative and legal costs relating to providing its written consent to the Assignment ("Municipal Compensation").

The Municipality has thirty (30) days from the meeting date with the Company to provide written notice to the Company of its intention to consent or withhold its consent to the assignment of the Agreement to the third party purchaser. The Company agrees the Municipality may provide notice of its intention to withhold its consent to the assignment of this Agreement to the third party purchaser if the Municipal Compensation is inadequate or if the third party purchaser fails to covenant, in favour of the Municipality, to perform and observe all of the covenants and obligations of the Company to be performed and observed under this Agreement and otherwise solely on the basis of reasonable and material concerns regarding the technical capability or financial wherewithal of the third party purchaser to perform and satisfy all terms and conditions of the Agreement. In this case, such notice to the Company must specify in detail the Municipality's concern.

Should the Municipality not reply within the thirty (30) day period, it is agreed the Municipality will be deemed to have consented to the assignment. The Company further agrees when it applies to the Commission for approval of the sale, it will include in the application any notice received from the Municipality, including the reasons given by the Municipality for withholding its consent. The Municipality will have the right to make its own submissions to the Commission.

Subject to the Company having fulfilled the obligations outlined in the preceding three paragraphs, the Company will be entitled to assign this Agreement to an arm's length third party purchaser of the Natural Gas Distribution System without the consent of the Municipality, subject to paying the Municipal Compensation for the assignment, and having obtained the Commission's approval for the sale of the Natural Gas Distribution System and, the third party purchaser's confirmation in writing that it agrees to all the terms and conditions of this Agreement.

Where the Commission approves such sale of the Natural Gas Distribution System to a third party and the third party provides written confirmation to assume all liabilities and obligations of the Company under this Agreement, then upon the assignment of this Agreement and the payment of the Municipal Compensation for its consent to the Assignment subject to Commission approval, the Company will be released from all its liabilities and obligations thereunder.

The Company will be entitled to assign this Agreement to a subsidiary or affiliate of the Company without the Municipality's written consent. Where the Company assigns this Agreement to a subsidiary or affiliate, the Company will remain jointly and severally

liable.

Further, it is a condition of any assignment that the subsidiary, affiliate or third party purchaser, as the case may be, will provide written notice to the Municipality indicating it will assume all liabilities and obligations of the Company under this Agreement.

Any disputes arising under the operation of this paragraph will be submitted to the Commission for determination.

## 21) Notices

- a) All notices, demands, requests, consents, or approvals required or permitted to be given pursuant to the terms of this Agreement will be in writing and will be deemed to have been properly given if personally served, sent by registered mail or sent in Electronic Format to the Municipality or to the Company as the case may be, at the addresses set forth below:

To the Company:

ATCO GAS AND PIPELINES LTD.

Attention: Senior Manager, Red Deer District Operations  
7590 Edgar Industrial Drive  
Red Deer, Alberta T4P-3R2

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Phone (403) 357-5241 Fax (403) 357-5219

To the Municipality:

VILLAGE OF BIG VALLEY

Attention: Chief Administrative Officer  
PO Box 236  
Big Valley, Alberta T0J-0G0

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Phone (403) 876-2269 Fax (403) 876-2223

- b) The date of receipt of any such notice as given above, will be deemed to be as follows:
- i. In the case of personal service, the date of service;
  - ii. In the case of registered mail, the seventh (7th) business day following the date of delivery to the Post Office, provided, however, in the event of an interruption of normal mail service, receipt will be deemed to be the seventh (7th) day following the date on which normal service is restored; or
  - iii. In the case of delivery in Electronic Format, the date the notice was actually received by the recipient or, if not a business day, then the next business day.

**22) Interruptions or Discontinuance of Delivery Service**

Subject to its Delivery Tariff, the Company will use its best efforts on a commercially reasonable basis to avoid and minimize any interruption, reduction or discontinuance of Natural Gas Distribution Service to any Consumer. However, the Company reserves the right to do so for any one of the following reasons:

- a) Where the Company is required to effect necessary repairs or changes to the Natural Gas Distribution System;
- b) On account of or to prevent fraud or abuse of the Natural Gas Distribution System;
- c) On account of defective aspects of the Natural Gas Distribution Systems which in the opinion of the Company, acting reasonably, may become dangerous to life or property;
- d) Where required, under the Terms and Conditions, due to a Consumer's non-payment of Natural Gas bills.

To the extent the Company has any planned major interruptions, reductions or discontinuances in Natural Gas Distribution Service, it will notify the Municipality in writing as soon as practicable in the circumstances. For any other major interruption, reductions or discontinuances in Natural Gas Distribution Service, the Company will provide notice (in a format acceptable to the Municipality) as soon as is practicable in the circumstances.

**23) Dispute Settlement**

- a) If any dispute or controversy of any kind or nature arises relating to this Agreement or the Parties' rights or obligations hereunder, the Parties agree such dispute or controversy will be resolved by negotiation, and where such negotiation does not result in the settlement of the matter within thirty (30) days of notice of such dispute being provided by one Party to the other Party, and to the extent permitted by law, the Company and Municipality agree that unresolved disputes pertaining to this Agreement, other than those contemplated in paragraphs 3 and 20 and Section 3 of Schedule "A", or those related to the sale of the Natural Gas Distribution System as contemplated in paragraphs 10 and 12 hereof, or any other matter within the exclusive jurisdiction of a governmental authority having jurisdiction, will be submitted to arbitration for determination and may be commenced by either Party providing written notice to the other Party stating the dispute to be submitted to arbitration.

The Parties will attempt to appoint a mutually satisfactory arbitrator within ten (10) business days of the said notice. In the event the Parties cannot agree on a single arbitrator within the ten (10) business days, the dispute will be forwarded to the Commission for resolution or determination.

In the event the Commission declines to assist in resolving the dispute or declines to exercise or claim jurisdiction respecting the dispute, both Parties agree to have the dispute resolved by an arbitration panel in accordance with the following procedure.

Each Party will appoint an arbitrator within the ten (10) business days thereafter by written notice, and the two arbitrators will, together, appoint a third arbitrator within twenty-five (25) business days of written notice for arbitration. The dispute will be heard by the arbitration panel within forty-five (45) business days of the written notice for arbitration unless extended by mutual agreement between the Parties. The arbitration panel will render a decision within twenty (20) business days of the last day of the hearing.

Except, as otherwise expressly provided in this Agreement, the provisions of the Arbitration Act (Alberta) (as amended from time to time) will apply to any arbitration undertaken under this Agreement subject always to the Commission's jurisdiction over any matter submitted to arbitration. Pending resolution of any dispute, the Municipality and the Company will continue to perform their respective obligations hereunder.

- b) The Company will advise the Commission of any dispute submitted to arbitration within ten (10) business days of it being submitted and will advise the Commission of the results of arbitration within ten (10) business days following receipt of the decision of the arbitrator(s).

#### **24) Application of Water, Gas and Electric Companies Act**

This Agreement will be deemed to operate as consent by the Municipality to the exercise by the Company of those powers which may be exercised by the Company with the consent of the Municipality under and pursuant to the provisions of the *Water, Gas and Electric Companies Act* (Alberta), as amended.

#### **25) Force Majeure**

If either Party fails to meet its obligations hereunder within the time prescribed, and such failure is caused or materially contributed by an event of "force majeure", such failure will be deemed not to be a breach of the obligations of such Party hereunder, but such Party will use its best efforts on a commercially reasonable basis to put itself in a position to carry out its obligations hereunder. The term "force majeure" will mean any acts of God, strikes, lock-outs, or other industrial disturbances, acts of the Queen's enemies, acts of terrorism (either foreign or domestic), sabotage, war, blockades, insurrections, riots, epidemics, lightening, earthquakes, storms, fires, wash-outs, nuclear and radiation activity or fall-out, restraints of rulers and people, orders of governmental authorities or courts of law having jurisdiction, the inability to obtain any necessary approval from a governmental authority (excluding the Municipality) having

jurisdiction, civil disturbances, explosions, mechanical failure, and any other causes similar in nature not specifically enumerated or otherwise specified herein that are not within the control of such Party, and all of which by the exercise of due diligence of such Party could not have been prevented. Lack of finances will be deemed not to be an event of "force majeure".

**26) Terms and Conditions**

The Terms and Conditions applicable to the Company and approved by the Commission, as revised or amended from time to time by the Commission, will apply to the Municipality. Nothing in this Agreement is intended to supersede the Terms and Conditions.

**27) Not Exclusive Against Her Majesty**

Notwithstanding anything to the contrary herein contained, it is mutually understood and agreed the rights, powers and privileges conferred and granted by this Agreement will not be deemed to be exclusive against Her Majesty in right of the Province of Alberta.

**28) Severability**

If for any reason any covenant or agreement contained in this Agreement, or the application thereof to any Party, is to any extent held or rendered invalid, unenforceable or illegal, then such covenant or agreement will be deemed to be independent of the remainder of this Agreement and to be severable and divisible from this Agreement. The invalidity, unenforceability or illegality will not affect, impair or invalidate the remainder of this Agreement or any part thereof. The intention of the Municipality and the Company is that this Agreement would have been executed without reference to any portion which may, for any reason or to any extent, be declared or held invalid, unenforceable or illegal.

**29) Amendments**

This Agreement may only be amended by written agreement of the Parties, such amendments to be subject to any regulatory approvals required by law.

**30) Waiver**

A waiver of any default, breach or non-compliance under this Agreement is not effective unless in writing and signed by the Party to be bound by the waiver. No waiver will be inferred from or implied by any failure to act or delay in acting by a Party in respect of any default, breach or non-observance or by anything done or omitted to be done by the other Party.

The waiver by a Party of any default, breach or non-compliance under this Agreement will not operate as a waiver of that Party's rights under this Agreement in respect of any continuing or subsequent default, breach or non-compliance under this Agreement (whether of the same nature or any other nature).

**31) Confidentiality**

The Company acknowledges the Municipality is governed by the provisions of the *Freedom of Information and Protection of Privacy Act* (Alberta).

IN WITNESS WHEREOF the Parties hereto have executed these presents as of the day and year first above written.

**(Municipality)**

PER: Lois Miller

PER: M. White

**(Company)**

PER: [Signature]  
Senior Director, District Operations

PER: [Signature]  
Senior Manager, Red Deer Region

## SCHEDULE "A" Core Services

The Company will provide to the Municipality the following basic services as Core Services:

- 1) The Company will deliver Natural Gas to the Consumers in accordance with the Company's Terms and Conditions, the Company's Distribution Tariff, the GUA, any regulations thereto, and any Commission orders and decisions.
- 2) The Company will install all Natural Gas facilities required to provide service to the Consumers in accordance with all applicable regulations, codes, applicable standards and common industry practices.
- 3) As required by legislation, the Company will provide and install all necessary regulators and meters necessary for measuring the Natural Gas supplied to each Consumer.
- 4) The Company agrees to collaborate with the Municipality's emergency response services in an effort to mutually develop emergency response procedures relating to Natural Gas emergencies.
- 5) The Company will provide personnel twenty-four (24) hours a day to investigate and make safe any suspected gas leak inside or outside the Consumer's premises.
- 6) The Company will utilize the services of qualified personnel for designing all Natural Gas facilities to satisfy all applicable regulatory codes and standards, preparing necessary work order plans and monitoring the distribution network pressures to ensure the Company's facilities will satisfy the Consumer's current and future Natural Gas delivery requirements.
- 7) The Company will provide to the Municipality, on request, copies of any and all Natural Gas Distribution Service related written or electronic, where available information or reports required to be filed with the Commission by the Company.
- 8) The Company will provide to the Municipality, upon request and to the extent the information is available, an annual report on the following standards:
  - a) **System Reliability** - will be measured by:
    - i. The number of major outages resulting in a loss of service to Consumers;
    - ii. The number of Consumers affected by each major outage; and
    - iii. The duration of each major outage.
  - b) **Consumer Satisfaction** - will be measured by:

- i. Company-wide call centre targets and statistics (wait times, abandoned calls, call volumes, etc.); and
- ii. any Consumer complaints received by the Commission.

c) **Public Safety** - will be measured by:

- i. the number of customer injuries and/or damages due to Natural Gas Distribution System failure;
- ii. the number of line hits per total locates completed;
- iii. the number of line hits as a result of inaccurate locates;
- iv. the percentage of the area of the Municipality surveyed for leaks and yearly cathodic protection measures;
- v. the number and nature of calls received from the Municipality and any of its Municipal agencies (including fire department, police department etc.) regarding the Natural Gas Distribution System.

9) Once per year, upon request and subject to any applicable privacy legislation, the GUA Code of Conduct Regulation or other rules prohibiting or restricting such disclosure, the Company will provide to the Municipality:

- a) The total number of sites billed within the Municipal Service Area, by Company rate class, per revenue month, for each of the last two (2) years;
- b) The total gigajoules (GJ) of Natural Gas consumed by Consumers billed within the Municipal Service Area, by Company rate class, per revenue month, for each of the last two (2) years;
- c) The franchise fee revenue billed to Consumers within the Municipal Service Area, by Company rate class, per revenue month, for each of the last two (2) years;
- d) Where the Municipality is the customer of record and the Municipality provides a list of those sites to the Company on the form provided by the Company:
  - i. The total number of those sites billed within the Municipal Service Area, by Company rate class, per revenue month, for each of the last two (2) years;
  - ii. The total gigajoules (GJ) of Natural Gas at those sites billed within the Municipal Service Area, by Company rate class, per revenue month, for each of the last two (2) years;
  - iii. The franchise fee revenue billed to those sites within the Municipal Service Area,

by Company rate class, per revenue month, for each of the last two (2) years; and

e) Such other information as may be agreed upon by the Parties from time to time.

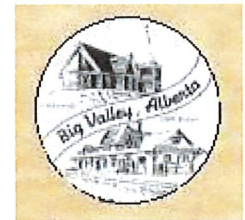
Where privacy legislation, the GUA Code of Conduct Regulation or other rules prohibiting such disclosure prevent the Company from providing the information above, the Company will make reasonable attempts to aggregate the information so as to comply with the applicable rules. The Company will not be obligated to provide such aggregated information if it believes such aggregation will not allow the Company to comply with the applicable rules.

10) Upon request by either Party, the Company will meet with the Municipality. Through a mutual exchange of information the Company will keep the Municipality apprised of the Company's construction and upgrading programs planned for the Municipal Service Area and the Municipality will advise the Company of any issues or plans relating to, or potentially impacting, the Natural Gas Distribution System.

#### **SCHEDULE "B" Extra Services**

Nothing in this Agreement precludes the Parties from contracting for Extra Services outside the provisions of this Agreement. In the event the Parties do elect to contract for the provision of Extra Services within the provisions of this Agreement and unless otherwise agreed upon by the Parties, nothing in this Agreement will preclude the Company from sub-contracting with third parties for the provision of Extra Services.

Subject to Commission approval, as may be required, any payments from the Municipality to the Company for Extra Services, if agreed to by the Municipality, may be deducted from the Franchise Fee collected from Consumers and otherwise remitted to the Municipality pursuant to paragraph 5 of this Agreement. The timing and quantum of such payments will be as agreed upon by the Parties and set forth as an amendment to this Schedule.



## REQUEST FOR DECISION

**Date:** October 28, 2025 RFD 35-2025  
**Memo To:** Village Council  
**From:** Colleen Mayne  
**Subject:** iCity Municipal Accounting Software / Central Square IT Support

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### PURPOSE

For Council to consider investigating alternative Municipal Accounting Software.

### BACKGROUND:

The Village currently uses iCity Municipal Accounting Software in day-to-day operations. The software has several issues to which their IT Support is unable to correct, which is causing a considerable amount of staff time in how work is being processed.

Renewal of Software Licensing and IT Support is required by January 1, 2026.

### OPTIONS #1:

1. **THAT** Council direct the CAO to review what Municipal Accounting Software is available and relative to the Village's needs and bring back to the next Regular Council Meeting.
2. **THAT** Council table a review of Municipal Accounting Software to a future date.

### RECOMMENDATION:

1. **THAT** Council direct the CAO to review what Municipal Accounting Software is available and relative to the Village's needs.

**FINANCIAL IMPLICATIONS** - To be determined.

**PREPARED BY:**  
Colleen Mayne, CAO

## Colleen Mayne

---

**From:** Renewals <renewals@centralsquare.com>  
**Sent:** October 17, 2025 5:00 PM  
**To:** Colleen Mayne  
**Cc:** vanessa.cristobal@centralsquare.com  
**Subject:** Village of Big Valley - Your CentralSquare Support is set to expire soon!  
**Attachments:** Village of Big Valley , AB January-2026-Renewal Document.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



**Dear Colleen Mayne,**

Thank you for all that you do every day serving and protecting your community. We're proud to have you as our customer. We are also committed to providing your agency with the best technology and customer experience in the market.

Your support of CentralSquare drives us to better serve your agency and thousands of other agencies delivering vital services to communities across the country. As your next renewal date (**January 22, 2026**) approaches, we wanted to share that CentralSquare has made significant improvements to our products and operations. We're transforming into a truly technology-driven, cloud-based company with long-term benefits for your agency.

With your renewal term on the horizon, we've made the process easier with these three steps:

- Verify any changes needed to your renewal document (attached **Q-238968**).
- If no changes are needed, simply Approve and we'll send the invoice.
- If changes are needed, Need Changes and submit your updates.

**Deadline:** The last day to request changes is **November 22, 2025**. After this date, we'll proceed with renewal if no changes are submitted.

If you have questions about our products, support, or services, please create a Support Ticket [here](#) and our team will respond within one business day.

Thank you again for your partnership and support of CentralSquare.

Sincerely,  
CentralSquare Renewals Team  
[www.centralsquare.com](http://www.centralsquare.com) | [CentralSquare Renewals](#)

*\*\* Note: To process your response properly, please reply to this email and do not remove the thread ID listed below.*

*Please do not remove: ref:\_00D6AA2BAt.\_006Kg000002UyR6IAK:ref*



Renewal Order prepared by:  
Mabel Jose Peralta  
mabel.jose@centralsquare.com

Renewal Order #: Q-238968  
Start Date: January 22, 2026  
End Date: January 21, 2027  
Billing Frequency: Yearly  
Subsidiary: CentralSquare Canada Software Inc

Renewal Order prepared for:  
Colleen Mayne, CAO  
Village of Big Valley  
29 - 1 Avenue, South  
Big Valley, Alberta T0J 0G0  
14038762269

Thank you for your continued business. We at CentralSquare appreciate and value our relationship and look forward to serving you in the future. CentralSquare provides software that powers over 8,000 communities. More information about all of our products can be found at [www.centralsquare.com](http://www.centralsquare.com).

### WHAT SOFTWARE IS INCLUDED?

	PRODUCT NAME	QUANTITY	TOTAL
1.	iCity Accounts Payable On Premise Desktop Annual Subscription Fee	1	0.00 CAD
2.	iCity Accounts Payable On Premise RIM Annual Subscription Fee	1	0.00 CAD
3.	iCity Accounts Receivable On Premise Desktop Annual Subscription Fee	1	0.00 CAD
4.	iCity Accounts Receivable On Premise RIM Annual Subscription Fee	1	0.00 CAD
5.	iCity Building Permit On Premise Desktop Annual Subscription Fee	1	0.00 CAD
6.	iCity Building Permit On Premise RIM Annual Subscription Fee	1	0.00 CAD
7.	iCity Business Licenses On Premise Desktop Annual Subscription Fee	1	0.00 CAD
8.	iCity Business Licenses On Premise RIM Annual Subscription Fee	1	0.00 CAD
9.	iCity Cash Receipting On Premise Desktop Annual Subscription Fee	1	0.00 CAD
10.	iCity Cash Receipting On Premise RIM Annual Subscription Fee	1	0.00 CAD
11.	iCity Fixed Assets On Premise Desktop Annual Subscription Fee	1	0.00 CAD
12.	iCity Fixed Assets On Premise RIM Annual Subscription Fee	1	0.00 CAD
13.	iCity Foundation & Finance	2	2,861.30 CAD

14.	iCity General Ledger On Premise Desktop Annual Subscription Fee	1	0.00 CAD
15.	iCity General Ledger On Premise RIM Annual Subscription Fee	1	0.00 CAD
16.	iCity Human Resources On Premise Desktop Annual Subscription Fee	1	0.00 CAD
17.	iCity Human Resources On Premise RIM Annual Subscription Fee	1	0.00 CAD
18.	iCity Inventory On Premise Desktop Annual Subscription Fee	1	0.00 CAD
19.	iCity Inventory On Premise RIM Annual Subscription Fee	1	0.00 CAD
20.	iCity Maintenance Management On Premise Desktop Annual Subscription Fee	1	0.00 CAD
21.	iCity Maintenance Management On Premise RIM Annual Subscription Fee	1	0.00 CAD
22.	iCity Municipal Drainage On Premise Desktop Annual Subscription Fee	1	0.00 CAD
23.	iCity Municipal Drainage On Premise RIM Annual Subscription Fee	1	0.00 CAD
24.	iCity Municipal Services	2	286.14 CAD
25.	iCity Municipal Ticketing On Premise Desktop Annual Subscription Fee	1	0.00 CAD
26.	iCity Municipal Ticketing On Premise RIM Annual Subscription Fee	1	0.00 CAD
27.	iCity Payroll On Premise Desktop Annual Subscription Fee	1	0.00 CAD
28.	iCity Payroll On Premise RIM Annual Subscription Fee	1	0.00 CAD
29.	iCity People	2	572.27 CAD
30.	iCity Pet Licensing On Premise Desktop Annual Subscription Fee	1	0.00 CAD
31.	iCity Pet Licensing On Premise RIM Annual Subscription Fee	1	0.00 CAD
32.	iCity Property	2	572.27 CAD
33.	iCity Property Tax On Premise Desktop Annual Subscription Fee	1	0.00 CAD
34.	iCity Property Tax On Premise RIM Annual Subscription Fee	1	0.00 CAD
35.	iCity Purchase Orders On Premise Desktop Annual Subscription Fee	1	0.00 CAD



Renewal Order prepared by:  
Mabel Jose Peralta  
mabel.jose@centralsquare.com

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36.	iCity Purchase Orders On Premise RIM Annual Subscription Fee	1	0.00 CAD
37.	iCity Utility Billing On Premise Desktop Annual Subscription Fee	1	0.00 CAD
38.	iCity Utility Billing On Premise RIM Annual Subscription Fee	1	0.00 CAD
39.	Reporting Annual Subscription Fee	1	0.00 CAD
40.	Tasks - RIM Annual Maintenance Fee	1	0.00 CAD
41.	Workflows - RIM Annual Maintenance Fee	1	0.00 CAD

**Renewal Order Total:** 4,291.98 CAD

**Billing Information**

This is not an invoice. Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of the Customer.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the Ship To location provided by the Customer on the Renewal Order Form.

Please note that the Total Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Total Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Total Price displayed above.

## Colleen Mayne

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**From:** ACP.Grants@gov.ab.ca  
**Sent:** September 29, 2025 5:12 PM  
**To:** Colleen Mayne  
**Subject:** 2025/26 Alberta Community Partnership Program Launch

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

The Government of Alberta is committed to fostering strong, viable communities through collaborative and accountable local governance. The Alberta Community Partnership (ACP) helps local governments work together with neighbouring communities to address shared local and regional priorities. Through ACP funding, we support improved service delivery, strengthen municipal viability, and encourage regional cooperation. This collaboration is essential as we work together to drive economic growth in Alberta.

I am pleased to advise applications are now being accepted for the components listed below under the 2025/26 ACP program. Applications must be submitted through ACP Online at [www.maconnect.alberta.ca](http://www.maconnect.alberta.ca).

Please note the application deadlines for each component are as follows:

Municipal Internship: October 17, 2025  
Intermunicipal Collaboration: November 28, 2025  
Municipal Restructuring: January 15, 2026  
Mediation and Cooperative Processes: February 3, 2026

In 2024, the ACP was evaluated to assess its outcomes and alignment with government and municipal priorities. Covering 2014/15 to 2023/24, the review included stakeholder input and confirmed the effectiveness of the program in meeting objectives and fostering intermunicipal collaboration. Recommendations from the review informed 2025/26 program updates. Details of these changes, including updated guidelines, are available at [www.alberta.ca/alberta-community-partnership.aspx](http://www.alberta.ca/alberta-community-partnership.aspx).

I look forward to continuing to work with you to strengthen Alberta's communities.

Sincerely,

Dan Williams, ECA  
Minister of Municipal Affairs

## Colleen Mayne

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**From:** Andrew Brysiuk <abrysiuk@stettlercounty.ca>  
**Sent:** October 7, 2025 10:05 AM  
**To:** Leann Graham; Yvette Cassidy; Colleen Mayne; 'Village of Donalda (CAO'  
**Cc:** Michelle Hoover  
**Subject:** Council Orientation

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Good Afternoon;

Following up on the invitation I sent out earlier this year to jointly conduct council orientation, I just wanted to confirm numbers and provide the detailed information.

We will be at the Stettler Community Hall (5101 46 Ave, Stettler) from 9:00am to 4:00pm on Monday October 27 with lunch and refreshments provided.

Alifeyah Gulamhussein, a partner with Brownlee LLP, will take us through the required training topics under the MGA including:

- the role of municipalities in Alberta;
- municipal organization and functions;
- roles and responsibilities of council and councillors;
- roles and responsibilities of the chief administrative officer.
- key municipal plans, policies, and projects;
- budgeting and financial administration; and
- public participation;

I tentatively have each of the municipalities slotted for all councillors plus two administrators - can you please confirm your numbers for me so we have enough food. Then as soon as possible after the election, can you please identify whether any of your council has dietary restrictions?

**Andrew Brysiuk**  
**Director of Municipal Services**  
**County of Stettler**

**t:** 403-742-4441 x 131


**c:** 403-741-2369

**f:** 403-742-1277

**e:** [abrysiuk@stettlercounty.ca](mailto:abrysiuk@stettlercounty.ca)

**w:** [www.stettlercounty.ca](http://www.stettlercounty.ca)

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 Please consider the environment before printing this email.

This electronic message and any attached documents are intended only for the named addressee(s). This communication from The County of Stettler may contain information that is privileged, confidential or otherwise protected from disclosure

## Colleen Mayne

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**From:** Nazia Muhammad <Nazia.Muhammad@gov.ab.ca>  
**Sent:** October 14, 2025 9:08 AM  
**To:** TBF Local Authority Loans  
**Subject:** Loans to Local Authorities - Loan Applications and Estimated Borrowing Requirements  
**Attachments:** Borrowing Notice December 2025.pdf

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Good morning,

RE: Upcoming loan application deadline

We have attached the borrowing notice for the December 2025 loan intake for the Loans to Local Authorities program. If you are intending to borrow, please have your applications in by November 10, 2025. Loans will be issued on December 30, 2025.

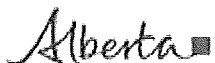
We have made some recent changes to the Lending and Security policy with respect to loan offer dates and terms as well as certain application requirements. We encourage all borrowers to review the Lending and Security Policy available on the website.

Please do not hesitate to contact us if you have any questions about the borrowing process.

Thank you,

**Nazia Muhammad**  
Loans Officer  
Treasury Operations  
Treasury and Risk Management

780-415-9232  
[Nazia.muhammad@gov.ab.ca](mailto:Nazia.muhammad@gov.ab.ca)

 Alberta

*This Communication is confidential. It may contain privileged and confidential information. If you are not the intended recipient, you should not copy, distribute or take any action in reliance on it. If you have received this communication in error, please notify us at once by reply e-mail then permanently delete the original, your reply and destroy any copy or print-out. Thank you.*

Classification: Protected A

**Current Loan Application Dates and Application Requirements**

**Application Deadline:** November 10, 2025

**Loan Issue Date:** December 30, 2025

Please submit all required documentation by the application deadline of **November 10 2025**. Applications for education and health borrowers should be submitted well in advance of the application deadline due to additional legal work required. Please refer to the [Loans to Local Authorities website](#) for information on [how to apply](#), [application forms](#), and general information.

**All applicants must submit the following documents:**

- 1) [Loan application](#);
- 2) Authorized borrowing bylaw or resolution (certified true copy);
- 3) Most recent audited financial statement;
- 4) [Loan calculator](#); AND

The following additional documents, as applicable to your borrower category:

	<a href="#">Debt Limit Worksheet</a> and supporting documents <sup>1</sup>	Financial Information Return	<a href="#">Master Loan Agreement</a> (New agreement with Treasury Board & Finance)	Business Case	Ministerial Approval, (As applicable)	Credit Review Documents (As applicable)
Municipalities	√	√	√		√	√
Regional Service Commissions	√	√	√	√	√	√
Post-Secondary Institutions	√			√	√	
School Board				√	√	
Health Authorities				√	√	
Airport Authorities	See respective Credit Agreements					

Debt Limit Worksheets must be completed as of Dec 31, 2024 for municipal and regional service commission borrowers.

Please see the [Loans to Local Authorities website](#) for more detailed descriptions of the requirements.

Electronic submissions are accepted and no hard copies are required. Please submit your applications to [localauthorityloans@gov.ab.ca](mailto:localauthorityloans@gov.ab.ca).

The next monthly loan date is January 30, 2026 and the application deadline is December 15, 2025.



# County of Stettler No. 6

Box 1270  
6602 – 44 Avenue  
Stettler, Alberta T0C 2L0  
T:403.742.4441 F: 403.742.1277  
[www.stettlercounty.ca](http://www.stettlercounty.ca)

For Immediate Release  
October 17, 2025

## **County of Stettler Introduces Heartland Regional Fire**

### *County moves Fire Service operations to new County Station 1*

The County of Stettler is pleased to announce our fire service has officially moved to a new location, and introduces Heartland Regional Fire as now fully operational.

The new *County Station 1* is leased and located in the Heartland Business Centre and is staffed by 22 dedicated volunteer (paid-on-call) members joining our service from the previous joint station. Together, these volunteers represent 161 years of combined fire service experience, not including our two full-time staff members who provide training and support for four regional fire stations.

These 22 members will work alongside, assist and support our three existing County fire stations, which rely on another 31 volunteer (paid-on-call) firefighters:

- Station 2: Big Valley
- Station 3: Donalda
- Station 4: Byemoor

Each station is equipped with an Engine, a Tender-Engine (carrying 3,000 gallons of water), a Wildland/Rapid Unit, and a Rescue vehicle to handle a wide range of emergencies.

The County extends its heartfelt thanks to the Town of Stettler for its years of regional partnership in operating the Stettler Regional Fire Department.

“We look forward to the continued development of our commission model to better service our regional fire operations. We will continue to work closely with the Town and our other mutual aid partners to provide excellent emergency response to residents and visitors, and to support each other wherever needed,” said Larry Clarke, Reeve for the County of Stettler No. 6.

Residents can be assured the high level of professional, reliable, and responsive service they have always received will not change. Dedicated community firefighters remain committed to protecting lives and property across the County with the same skill, care, and community focus they have always shown.

“We would like to thank all of our dedicated volunteer firefighters for their continued professionalism and service to our communities. Their commitment and teamwork are the foundation of our success as we move forward,” added Reeve Clarke.

Chief Troy Auton will continue to lead Heartland Regional Fire, supported by our Manager of County of Stettler Fire Services Ivan Dijkstra, who provides direction, support and operational oversight.

The name Heartland Regional Fire was chosen in early October by the steering committee representatives from the County of Stettler, the Villages of Big Valley and Donalda, and the Summer Villages of White Sands and Rochon Sands. The County has proposed incorporating Heartland Regional Fire as a Regional Services Commission with a dedicated board which will guide long-term planning, direction and support as the service continues to grow.

“Together, with our regional partners, we will continue building a strong, unified, and responsive fire service that considers our diverse regional needs and priorities, and proudly serves the residents and visitors of our region with excellence, professionalism and care,” said Reeve Clarke.

For more information contact:

Niki Thorsteinsson  
Director of Communications  
403-742-4441  
[nthorsteinsson@stettlercounty.ca](mailto:nthorsteinsson@stettlercounty.ca)

Yvette Cassidy  
Chief Administrative Officer  
403-742-4441  
[ycassidy@stettlercounty.ca](mailto:ycassidy@stettlercounty.ca)

## Colleen Mayne

---

**From:** Lynn Smid <Lynn.Smid@gov.ab.ca>  
**Sent:** October 22, 2025 8:42 AM  
**To:** Colleen Mayne  
**Subject:** FCSS Accountability Framework – Training Resources Now Available

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello,

As you may recall, from May to July 2025, the provincial FCSS team offered live, synchronous training sessions on the new reporting requirements related to the Accountability Framework. At that time, we shared that asynchronous training resources would be available in Fall 2025.

We are pleased to announce that these resources are now available on this **FCSSAA link:** [New Reporting Resources - FCSSAA](#). **Please bookmark or save this link.**

It is available to all FCSS programs, whether or not they are FCSSAA members and is the easiest way to access these valuable resources.

**Resources currently available include:**

- FAQs from the training
- A list of changes made based on participant feedback
- Videos of the updated training (organized by module for ease of reference)
- An updated PowerPoint presentation
- An updated Training Package
- The Survey Catalogue
- The Reporting Checklist

Please note that several updates have been made in response to feedback received. For example, changes include expanded age and community categories, a new definition of “family,” and guidance on reporting spending stemming from a Minister-approved emergency (section 2.1(3) of the FCSS Regulation). All materials have been updated to reflect these revisions—**please destroy** any previous copies from earlier training sessions.

For those who were unable to attend the live training, we ask that you complete the asynchronous training **before the end of the year**.

This information will help you understand your upcoming grant agreement and prepare to track your 2026 activities in alignment with the reporting changes that take effect in 2027.

We are also developing additional resources, expected by January, including a tracking tool and information on sampling—each with accompanying videos and explanatory guides.

If you have any questions, please don't hesitate to contact the provincial FCSS team at: [scss.fcssadmin@gov.ab.ca](mailto:scss.fcssadmin@gov.ab.ca)

## Colleen Mayne

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**From:** Community Foundation of Central Alberta <no-reply@fcsuite.com>  
**Sent:** October 22, 2025 10:43 AM  
**To:** Colleen Mayne  
**Subject:** Your Q3 2025 Fund Statements  
**Attachments:** bigvalleyendowmentfund.pdf

Please see your fund status report for the quarter of 07/01/2025 to 09/30/2025.



#401, 4901 48<sup>th</sup> Street  
 Red Deer, AB T4N 6M4  
 www.cfcab.com  
 (403) 341-6911

**Big Valley Endowment Fund  
 Account Activity  
 July 01, 2025 through September 30, 2025**

**FUND BALANCE**

Beginning Balance 11,427.69

**CONTRIBUTIONS/INCOME ALLOCATION**

Mawer Realized Capital Gain - Pooled Funds 4.56  
 Mawer Unrealized Capital Gain - Pooled Funds 392.43  
**Total Contributions:** 396.99

**DISTRIBUTIONS**

Management Fees Allocated To Funds 61.53  
**Total Distributions:** 61.53

<b>Closing Fund Balance</b>	<b>11,763.15</b>
<b>Spendable Balance</b>	<b>2,358.51</b>

**DONOR REPORT**

DATE	DONOR	ON-LINE DONOR <i>(if donation made through CanadaHelps)</i>	AMOUNT
n/a	n/a	n/a	n/a

**GRANT REPORT (if no grants have been disbursed from fund, report will indicate N/A)**

DATE	GRANTEE	AMOUNT
n/a	n/an/a	n/a