

VILLAGE OF DONALDA
Regular Council Meeting,
September 16, 2025
Council Chambers
5001 Main Street, Donalda
AGENDA

CALL TO ORDER – MAYOR

1. AGENDA

1.1. Additions and Amendments

2. PREVIOUS MINUTES

2.1. Regular Meeting of Council August 19, 2025

3. DELEGATIONS

N/A

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

5. VILLAGE BUSINESS

5.1. Sidewalk Infrastructure

5.2. Wastewater Lagoon

5.3. Tax Recovery Property Auction

5.4. Financial Reports

5.4.1. Operating Budget Period Ending August 31, 2025

5.4.2. Balance Sheet Period Ending August 31, 2025

5.4.3. Cheque Register Period August 31, 2025

5.4.4. Bank Reconciliation Period Ending August 31, 2025

6. INFORMATIONAL ITEMS & CORRESPONDENCE

6.1. INFRA Policy – New School Ownership Model

6.2. Alberta Public Safety and Emergency Services – Harassment of Government Employees

6.3. Stettler District Ambulance Association – SDAA Agreement – Member at Large

6.4. Donalda Community Promotion Society

7. COMMITTEE AND STAFF REPORTS

7.1. Mayor

7.2. Deputy Mayor

7.3. Chief Administrative Officer

7.4. Public Works Department

8. GALLERY

In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

9. CLOSED MEETING OF COUNCIL

10. NEXT MEETINGS

10.1. To be Determined

11. ADJOURNMENT



VILLAGE OF DONALDA
Regular Meeting of the Council
Tuesday, August 19, 2025
7:00pm
Council Chambers
5001 Main Street, Donalda
MINUTES

The Regular Meeting of Donalda Village Council was held at 7:00 pm Tuesday, August 19, 2025, at the Village Complex in Council Chambers.

Mayor: Shaleah Fox
Deputy Mayor: Phil Menecola
Councillor: Vacant
Staff: CAO Melanie Veale

CALL TO ORDER

Mayor Fox called the meeting to order at 7:00 pm.

1. **AGENDA**

1.1. Additions and Amendments

MOVED by P. Menecola to accept the agenda as presented

CARRIED (129-25)

2. **PREVIOUS MINUTES**

2.1. Regular Meeting of Council July 15, 2025

MOVED by P. Menecola to accept the previous regular meeting of council minutes be approved as presented.

CARRIED (130-25)

3. **DELEGATIONS**

N/A

4. **BUSINESS ARISING FROM PREVIOUS MEETINGS**

4.1. Strategic Planning Session – Open House

MOVED by P. Menecola to accept the update as presented.

CARRIED (131-25)

5. **VILLAGE BUSINESS**

5.1. Policy Review – Payroll Advances (New)

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

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CARRIED (132-25)

5.2. Policy Review – Green Burials Donalda Cemetery (New)

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

CARRIED (133-25)

5.3. Policy Review – Handi Van (New)

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

CARRIED (134-25)

5.4. Employee and Council Benefits

MOVED by P. Menecola to POSTPONE Motion to allow time to study the proposal being discussed.

CARRIED (135-25)

5.5. Financial Reports

5.5.1. Operating Budget Period Ending July 31, 2025

5.5.2. Balance Sheet Period Ending July 31, 2025

5.5.3. Cheque Register Period July 31, 2025

5.5.4. Bank Reconciliation Period Ending July 31, 2025

MOVED by P. Menecola to accept the financial reports as presented.

CARRIED (136-25)

6. INFORMATIONAL ITEMS & CORRESPONDENCE

6.1. Alberta Municipal Affairs – Viability Review

6.2. Alberta Municipal Affairs – Canada Community Building Fund Allocation for 2025-26

6.3. Alberta Environment and Protected Areas – Donalda Waterworks System Inspection Report

6.4. Royal Canadian Mounted Police – Letter from the Commanding Officer Alberta

6.5. HHG Radio Introduction and Information

6.6. Alberta Counsel Grant Opportunities

6.6.1. Grant Opportunities August 16-23, 2025

6.6.2. Grant Opportunities August 24-31, 2025

6.6.3. Grant Opportunities September 8-14, 2025

6.6.4. Alberta Restorative Justice Grant Briefing Paper

MOVED by P. Menecola to accept the informational items and correspondence as provided.

CARRIED (137-25)

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7. **COMMITTEE AND STAFF REPORTS**

- 7.1. Mayor
- 7.2. Deputy Mayor
- 7.3. Chief Administrative Officer
- 7.4. Public Works Department

MOVED by P. Menecola to accept the committee and staff reports as presented.

CARRIED (138-25)

8. **GALLERY**

9. **CLOSED MEETING OF COUNCIL**

- 9.1. FOIPP Section 17: Harassment Matters

MOVED by P. Menecola that council move to closed session at 8:18 pm to discuss the Harassment Matters

CARRIED (139-25)

MOVED by P. Menecola that council return to open meeting at 8:48 pm.

CARRIED (140-25)

8:48 pm – meeting recessed to allow return of public.

8:49 pm – meeting resumed with public present.

MOVED by P. Menecola that Administration reach out to Legal for clarification of Defamation of Character and Harassment and any instruction for action going forward.

CARRIED (141-25)

MOVED by P. Menecola that Administration review FOIPP as well as the village's policy and procedures regarding Harassment.

CARRIED (142-25)

10. **NEXT MEETINGS**

- 10.1. September 16, 2025

11. **ADJOURNMENT**

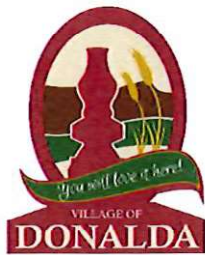
MOVED by S. Fox to adjourn the meeting at 8:51 pm.

CARRIED (128-25)

Chief Elected Official

Chief Administrative Officer

In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.



Request for Decision	
Meeting	Regular Meeting of Council
Meeting Date	September 16, 2025
Originated By	Melanie Veale CAO
Decision Title	Sidewalk Infrastructure
Agenda Number	5.1 Village Business

Background/Proposal

As the Chief Administrative Officer, it is my responsibility to ensure the safety and well-being of our community members, and I believe that addressing our sidewalk conditions is critical to achieving this goal.

Recent observations and feedback from residents indicate that various sidewalks throughout Donalda are in a state of disrepair. Issues such as cracks, uneven surfaces, and inadequate lighting not only compromise pedestrian safety but also hinder accessibility, particularly for vulnerable populations including children, seniors, and individuals with mobility challenges.

Enhancing our sidewalk infrastructure will not only promote safe and accessible pedestrian routes but will also encourage community engagement, support local businesses, and contribute to a healthier lifestyle for our residents.

Discussion/Options/Benefits/Disadvantages

As we deliberate on the future of our sidewalk infrastructure, I would like to present a proposal that includes the option of removing damaged sidewalks in favor of a more natural landscape comprised of dirt and grass seed. Below are the pros and cons of this approach to assist in the decision-making process.

Benefits:

1. **Cost Savings:** Removing and replacing damaged sidewalks with grass and dirt can be significantly less expensive than repairing or constructing new concrete or paved pathways, allowing funds to be allocated to other community projects.
2. **Environmentally Friendly:** A natural landscape can enhance biodiversity and promote a healthier ecosystem. Grass areas can improve air quality and provide habitats for local wildlife.
3. **Aesthetic Appeal:** A grassy landscape can create a more inviting and visually pleasing environment, especially in residential areas, encouraging residents to enjoy outdoor activities.
4. **Lower Maintenance:** Grass and dirt require less extensive maintenance compared to hard surfaces, reducing long-term upkeep costs.

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5. **Improved Drainage:** Natural areas can better absorb rainfall, reducing runoff and potential flooding issues, contributing to more sustainable water management in our village.

Disadvantages:

1. **Accessibility Concerns:** Removing sidewalks might create difficulties for individuals with disabilities, parents with strollers, and others who require stable and even walking surfaces.
2. **Increased Liability:** Without sidewalks, there may be an increase in pedestrian use of roadways, potentially resulting in liability issues for the village regarding pedestrian safety.
3. **Maintenance Requirements:** Although less intensive than hard surfaces, maintaining grassy areas such as mowing and irrigation may still incur ongoing costs and labor.
4. **Limitations for High Traffic Areas:** In zones with a high volume of foot traffic, grass and dirt may not withstand heavy use, leading to wear and bare patches that can diminish the overall appearance and usability of the area.
5. **Impact on Community Perception:** Some residents may prefer the look and practicality of sidewalks over grassy areas, potentially leading to mixed reactions within the community.

Costs/Source of Funding

1. **Municipal Budget Allocations:**

The most straightforward method is through allocations from the municipality's annual operating or capital budget. Councils can prioritize sidewalk improvements and repairs during budget discussions.

2. **Grants and Funding Programs:**

Alberta municipalities can apply for various provincial and federal grants specifically aimed at enhancing infrastructure. This can include:

- Municipal Sustainability Initiative (MSI) funding
- Alberta Community Partnership (ACP) program
- Federal Infrastructure grants from programs such as the Investing in Canada Infrastructure Program (ICIP)

3. **Local Improvement Tax:**

Municipalities may implement a local improvement tax that allows for the recovery of costs associated with specific sidewalk projects. This would involve charging property owners in the area where the improvements are made.

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Applicable Legislation

n/a

Recommended Action

The Council is respectfully requested to consider that Administration proceed with the following actions:

1. Conduct a comprehensive assessment of the current sidewalk conditions throughout the village.
2. Develop a prioritized list of necessary repairs and upgrades.
3. Explore funding opportunities or budget allocations to address these infrastructure needs.

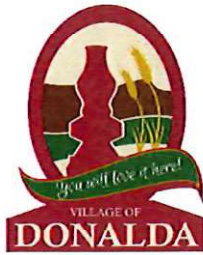
Implementation/Communication

I recommend that this proposal be included on the agenda for the upcoming Budget meeting to allow for a thorough discussion and decision regarding this pressing issue.

Target Decision Date

Attachments

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Request for Decision	
Meeting	Regular Meeting of Council
Meeting Date	September 16, 2025
Originated By	Melanie Veale CAO
Decision Title	Wastewater Lagoon
Agenda Number	5.2 Village Business

Background/Proposal

Wastewater lagoons are designed to treat sewage and wastewater before it is released into the environment. Proper maintenance ensures that harmful pathogens and pollutants are effectively removed, protecting community health.

A well-maintained lagoon helps in preventing contamination of local water sources, such as rivers and groundwater. This is vital for maintaining the ecosystem and avoiding negative impacts on wildlife.

The effective treatment and maintenance of a wastewater lagoon are essential for public health, environmental protection, regulatory compliance, and financial prudence. Neglecting this vital infrastructure can have far-reaching consequences for both the community and the ecosystem.

Our wastewater lagoon is a crucial part of how we manage the waste from our homes and businesses. Unfortunately, over time, it has accumulated some sludge and debris, which, if left unaddressed, could hinder its performance and even lead to regulatory compliance challenges. By acting now, we can enhance its efficiency and protect both public health and the environment.

Recent evaluations of the lagoon have highlighted a few areas that need our attention:

- There is no recent sludge data to determine the current sludge levels.
- Some vegetation overgrowth has occurred, which could impact the lagoon's functionality.
- Our maintenance protocols haven't kept pace with best practices, potentially putting us at risk of non-compliance with environmental standards.

Discussion/Options/Benefits/Disadvantages

Potential Effects of Neglect

1. **Sludge Build-Up:** If sludge levels are not managed, they can exceed safe limits, leading to inefficient treatment of wastewater. This can result in the release of untreated or poorly treated water, which is harmful to both public health and the environment.

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2. **Increased Odors and Pests:** A neglected lagoon may develop foul odors and attract pests, such as insects and rodents, which can pose health risks and create an unpleasant environment for nearby residents.
3. **Environmental Damage:** Over time, an improperly maintained lagoon can lead to overflow situations during heavy rainfall or storm events. This can cause untreated wastewater to spill into local waterways, leading to significant ecological damage.
4. **Financial Consequences:** Ignoring maintenance can lead to costly repairs and upgrades down the line. Additionally, regulatory fines and legal liabilities can arise from non-compliance with environmental standards.
5. **Community Impact:** Neglected wastewater management can erode public trust in local governance and compromise the quality of life for residents, as it may lead to health issues, decreased property values, and diminished community pride.

The effective treatment and maintenance of a wastewater lagoon are essential for public health, environmental protection, regulatory compliance, and financial prudence. Neglecting this vital infrastructure can have far-reaching consequences for both the community and the ecosystem.

Costs/Source of Funding

While there may be initial costs associated with this maintenance, it's important to remember that the risks of inaction—including possible fines and environmental impacts—could end up being far greater. By investing in our wastewater lagoon now, we can safeguard public health and maintain the integrity of our community's resources.

Applicable Legislation

n/a

Recommended Action

The Council is respectfully requested to consider that Administration proceed with the following actions:

1. **Engage Expert Contractors:** Seek quotes from qualified contractors who specialize in wastewater lagoon upkeep. This will help us understand the necessary steps to restore our lagoon to peak condition.
2. **Budget Considerations:** Recommend allocating funds from our upcoming budget, or explore a supplemental budget request, to support this essential maintenance.
3. **Regular Maintenance Schedule:** Implement a structured maintenance plan with regular inspections to ensure the lagoon remains in great shape and continues to serve our community effectively.

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Implementation/Communication

I recommend that this proposal be included on the agenda for the upcoming Budget meeting to allow for a thorough discussion and decision regarding this pressing issue.

Target Decision Date

Attachments

1. ACC Wastewater Solutions: Comprehensive Lagoon and Collection System Treatment Recommendations
 - a. Case Studies:
 - i. Town of Ponoka
 - ii. Town of Stettler
2. Select Engineering Consultants Ltd – Lagoon Desludging Preliminary Cost Estimate 2022



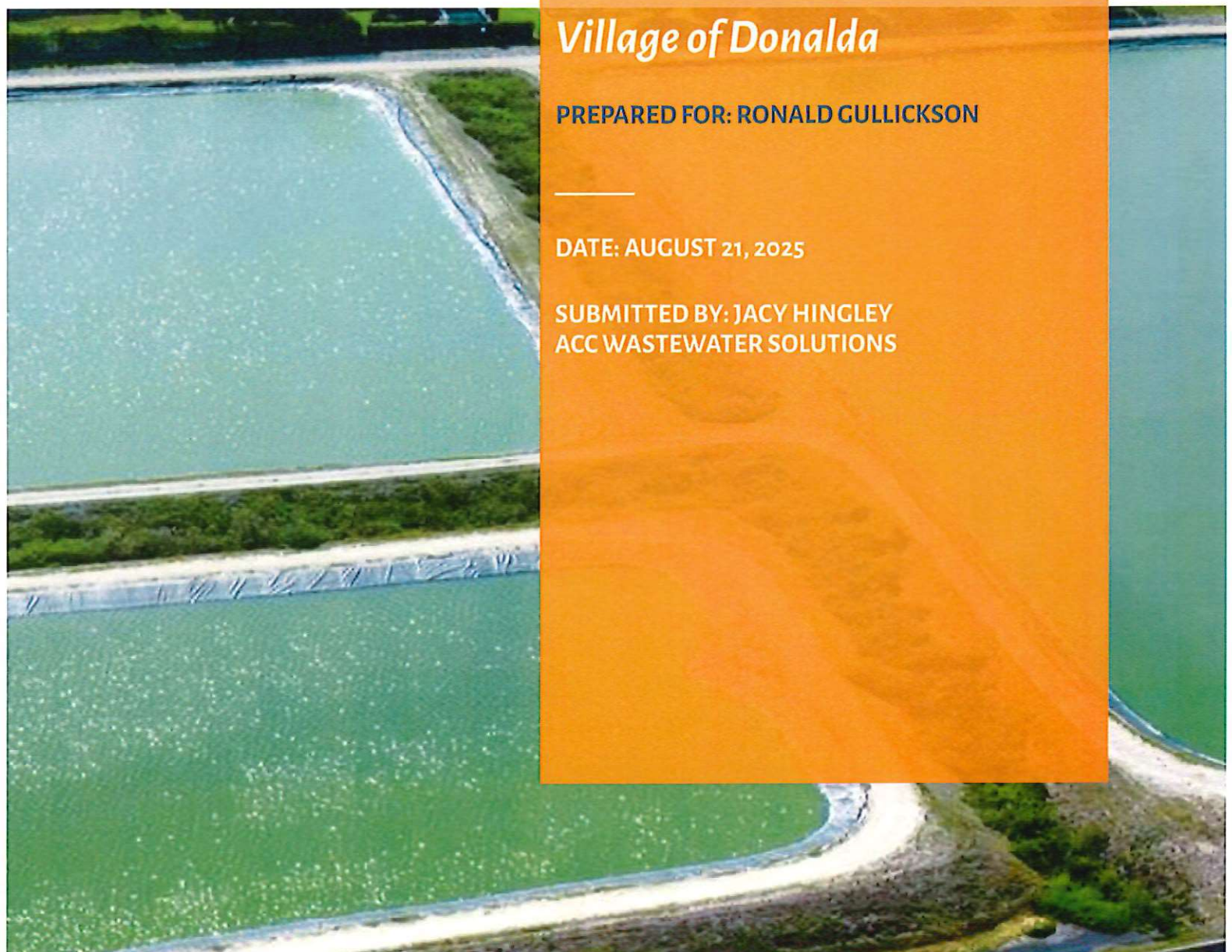
COMPREHENSIVE LAGOON AND COLLECTION SYSTEM TREATMENT RECOMMENDATIONS

Village of Donalda

PREPARED FOR: RONALD GULLICKSON

DATE: AUGUST 21, 2025

SUBMITTED BY: JACY HINGLEY
ACC WASTEWATER SOLUTIONS



Executive Summary

Dear Ronald Gullickson,

Thank you for the opportunity to support the Village of Donalda in optimizing its wastewater system.

Operators want efficient lagoons that minimize waste, reduce costs, and protect Alberta's rivers. The challenge is that sludge buildup and poor effluent quality often stand in the way, leading to frustration, regulatory pressure, and the risk of costly interventions like dredging.

This proposal for the Village of Donalda provides a practical, seasonal bioaugmentation strategy designed to reduce sludge accumulation, improve effluent quality, and extend the life of the lagoon system. Building on prior successful applications of biological products, the plan focuses on anaerobic Cell 1, which currently shows moderate sludge buildup. The lagoon, composed of one anaerobic cell followed by a facultative and a storage cell, receiving flow from a population of about 230, will benefit from:

- Sludge Rx during warm months to accelerate sludge reduction
- Polar Rx during cooler months to maintain biological activity
- VitaStim Lagoon line for nutrient management
- Baseline sludge surveys to track and demonstrate measurable improvements

By taking this proactive approach, Donalda can achieve environmental compliance, enhance operational efficiency, and defer expensive dredging. As results are realized, dosing can be scaled back, keeping management sustainable and cost-effective.

This plan offers a balanced, biologically driven approach to lagoon management that emphasizes environmental compliance, operational efficiency, and long-term cost savings. Based on results, dosing can be scaled back in the future.

This plan offers a balanced, biologically driven approach to lagoon management that emphasizes environmental compliance, operational efficiency, and long-term cost savings. It is an adaptive management strategy designed to grow with your community's changing needs. We look forward to building a lasting partnership with the county, working alongside you each year to support and enhance your wastewater biology.

Jacy Hingley

ACC Wastewater Solutions



Our Methodology

EFFLUENT QUALITY IS THE GOAL

We aim to help your system achieve the best possible effluent quality while reducing total system management costs.

COST REDUCTIONS OVER TIME

- Dredging and sludge hauling (by extending the time between events)
- Chemical interventions for nutrient control (e.g., alum for phosphorus)
- Labour for lift station maintenance and manual sludge removal
- Infrastructure upgrades, including tertiary systems or regionalized treatment

HOW WE ACHIEVE THIS

Effluent Quality Optimization

- Support nitrification (ammonia → nitrite → nitrate), denitrification, and biological nutrient uptake.
- Consistent biological activity, even in cold conditions, to maintain year-round treatment.
- Stable sludge formation, minimizing nutrient return to the water column

Structured Sludge Reduction

- Use high-dose Sludge Rx / Polar Rx + OxyPaks XL to target areas with accumulated sludge levels.
- Improved sludge compaction with nutrients retained in biomass, reducing effluent concentrations
- Aggressive dosing is balanced with enhanced nutrient management to ensure effluent compliance.

Enhanced Hydrolysis and Volatile Fatty Acid (VFA) Production

Why This Matters: Lagoon systems often experience catabolite repression—a condition where microbes preferentially consume simple soluble BOD (e.g., sugars) and fail to produce enzymes needed to break down complex substrates like lipids and proteins. This leads to:

- Poor hydrolysis of fats/proteins
- Limited VFA production
- Ammonia generation in parts of the system with insufficient DO to support nitrification
- Excess insoluble organics, increasing sludge volumes
- Insufficient available BOD results in reduced phosphorus and nitrogen uptake and denitrification

Our Solution: We promote upstream hydrolysis by Pre-treating FOG and proteins with Bug on a Rope, GreaseZilla, Qwik-Zyme P, and Qwik-Zyme L

- Enhancing VFA availability, which supports phosphorus sequestration and nitrate uptake into biomass
- Improving ammonia availability in zones where autotrophic nitrifiers thrive
- Preventing catabolite repression to ensure robust microbial performance and better effluent quality



The result: improved phosphorus and nitrogen reduction, more complete degradation of organics, and tighter, more stable sludge with fewer undigested solids.

- SludgeRx and VitaStim Sludge Reducer enhance digestion and nutrient capture in warmer months.

WHY THIS APPROACH WORKS

Unlike one-size-fits-all treatments, this plan is tailored to your lagoon system and balances aggressive sludge reduction with effluent quality control.

We help you:

- Extend the time between dredging and sludge hauling
- Reduce operational costs and manual maintenance
- Delay or avoid capital upgrades like tertiary treatment or regional diversion
- Achieve compliance with confidence, even under complex influent conditions

NOTE ON TREATMENT TIMELINES

With 6–18 months retention times, improvements won't happen overnight. Consistent application of this plan is key to achieving measurable, dependable results.

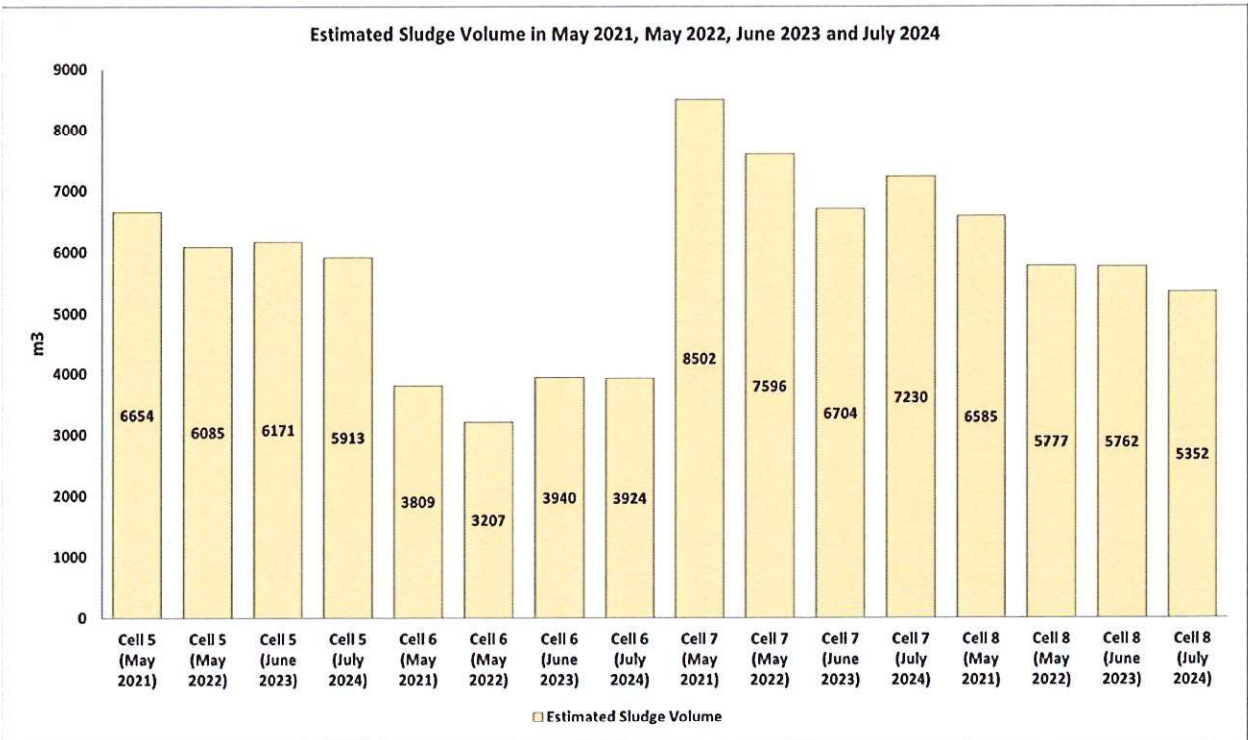


Case Studies

CASE STUDY: TOWN OF PONOKA – ADAPTIVE BIOAUGMENTATION FOR COLD-CLIMATE LAGOON TREATMENT

Over three years, the Town of Ponoka implemented an adaptive wastewater management program to tackle sludge accumulation in the four anaerobic cells, high-strength industrial influent, and effluent quality concerns. The initial strategy focused on aggressive sludge reduction to increase lagoon capacity and retention time, assuming that this would lead to improved effluent outcomes.

Initially, **Slude Rx** was applied to the four primary cells, and **Bug on a Rope** and **GreaseZilla** were used to manage FOG issues at the two lift stations in the collection system.



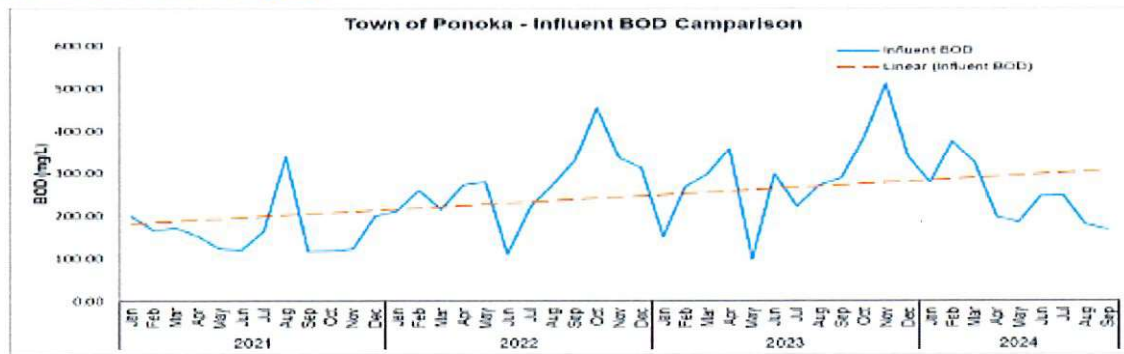
The estimated total sludge reduction exceeded 3,000 m³ with no significant reaccumulation over three years.

Monitoring data from 2021–2022 revealed an unintended consequence of focusing on aggressive sludge reduction: effluent cBOD and ammonia levels increased during rapid sludge degradation. Without managing the release of soluble organics and nutrients, the treatment process was stressed, compromising effluent quality. In 2022, the strategy was refined to focus on effluent targets alongside controlled sludge management.

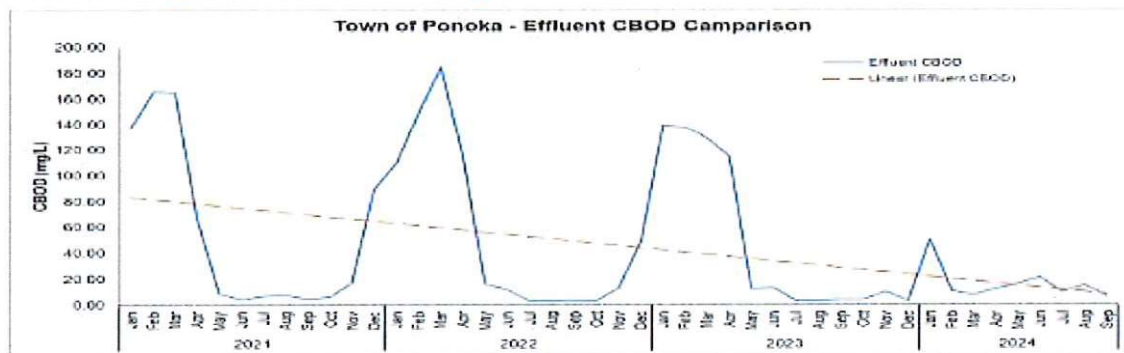
A seasonally tailored bioaugmentation plan was deployed. **VitaStim Polar** sustained microbial activity in cold weather and supported digestion during spring and fall temperature transitions. **Qwik-Zyme P** and **Qwik-Zyme L** targeted high protein and lipid loads from industrial influent, enhancing hydrolysis and improving nitrification efficiency. During the summer, **VitaStim Sludge Reducer** was used to accelerate BOD degradation and slow the accumulation of new sludge. Sludge RX was applied to anaerobic cells to break down existing sludge deposits, reducing sludge volume and forming a more stable, nutrient-sequestering sludge layer that supported long-term treatment capacity.



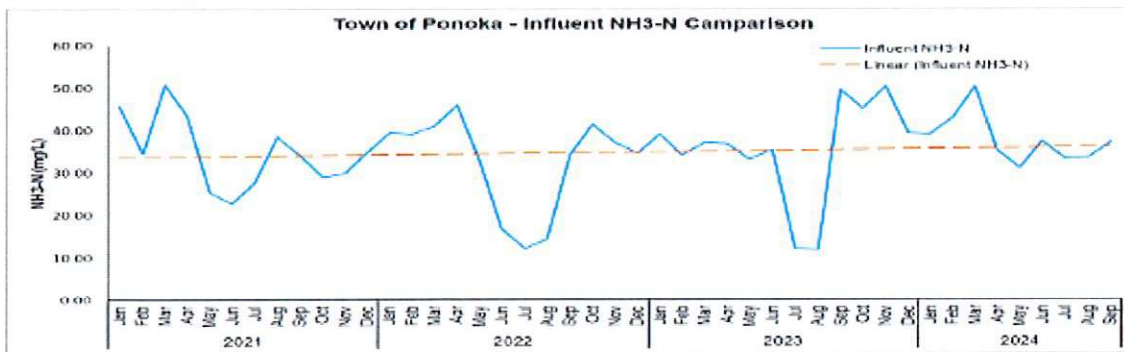
Despite influent BOD rising 54%



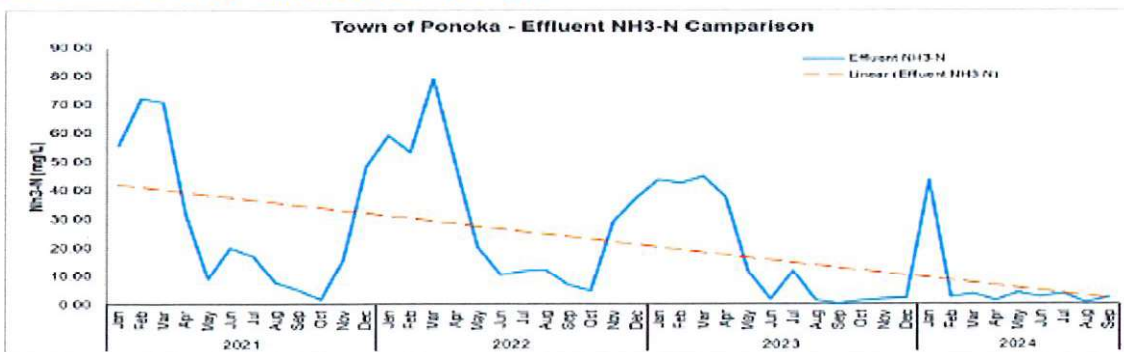
Effluent cBOD dropped 76.9% (56.5 → 13.0 mg/L)



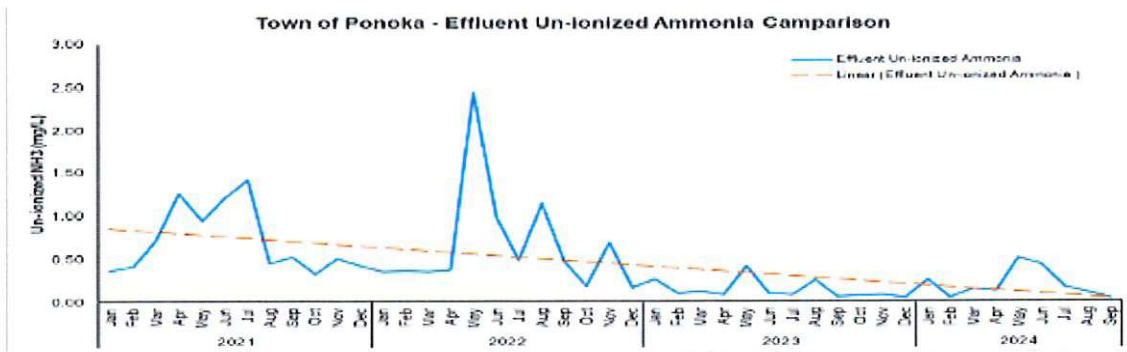
Even with increasing ammonia influent levels



Effluent ammonia dropped 74.5% (29.5 → 7.5 mg/L)



Average un-ionized ammonia levels decreased by 74%



Conclusion

This case study demonstrates that with the right strategy, even traditional lagoon systems in cold climates can achieve high-performance outcomes without resorting to costly infrastructure upgrades. By adapting the treatment approach based on real-time data, the Town of Ponoka achieved sustained improvements in effluent quality, including substantial reductions in cBOD, ammonia, and unionized ammonia, while also reclaiming lagoon capacity through targeted sludge reduction. The success of this program challenges the assumption that advanced technologies like SAGR or cold-weather MBBRs are the only viable solutions for ammonia control in prairie winters. Instead, it proves that a well-executed, seasonally tailored bioaugmentation plan can deliver reliable results at a fraction of the cost, offering a scalable model for municipalities facing similar wastewater challenges.

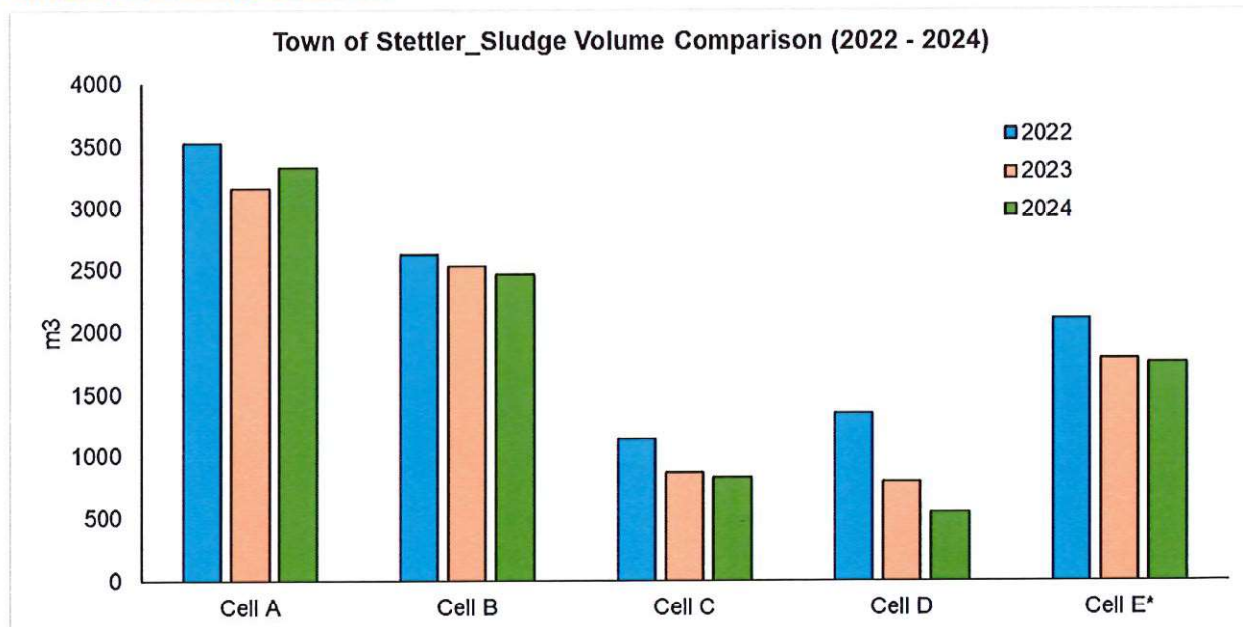
CASE STUDY: TOWN OF STETTTLER – SUCCESSFUL SLUDGE REDUCTION

The Town of Stettler operates a lagoon system consisting of four anaerobic cells and one facultative cell. Sludge accumulation had reduced treatment capacity and posed a long-term challenge for maintaining effluent compliance. The Town needed a cost-effective solution to improve and maintain lagoon function without resorting to mechanical dredging. A tailored bioaugmentation program combined upstream FOG control with seasonal microbial treatments to enhance sludge digestion and overall lagoon performance. **GreaseZilla** was applied in the collection system to manage FOG and improve nutrient uptake in the treatment cells. During warmer months, **Sludge Rx** targeted and digested accumulated sludge, while **VitaStim Sludge Reducer** enhanced solids digestion and supported nutrient uptake. **VitaStim Polar** maintained biological activity in colder months maintained biological activity, enhanced nitrification and stabilized effluent quality, ensuring consistent year-round treatment.

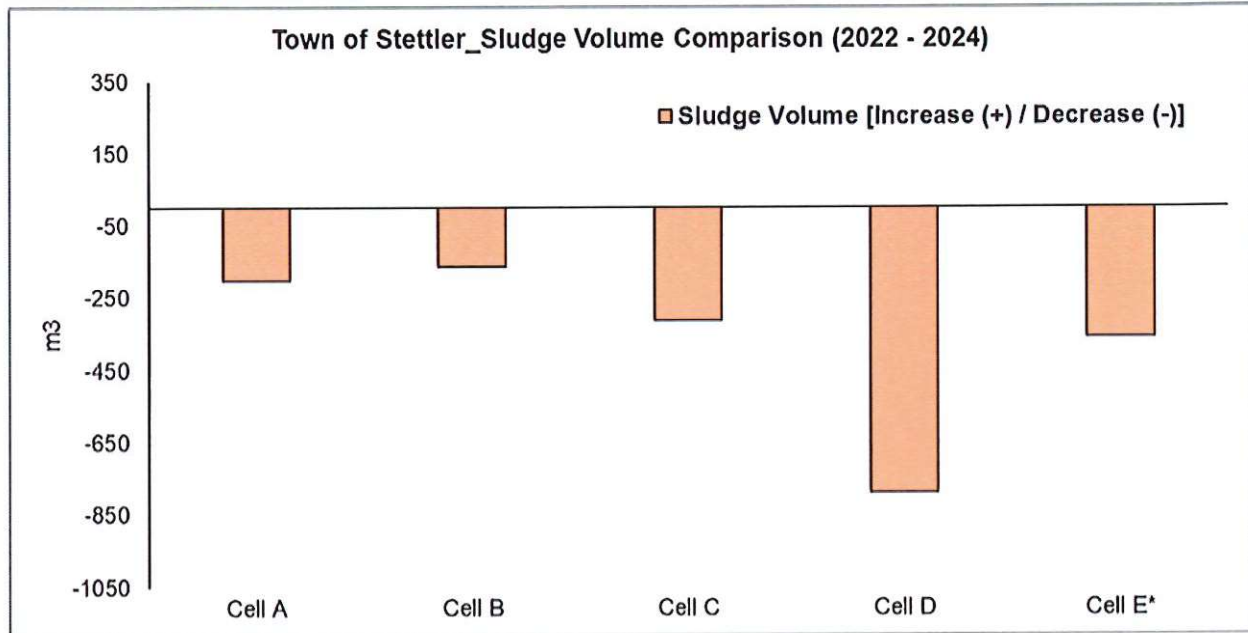
Table: Stettler Sludge Reduction

Cell	2022 Volume (m³)	2023 Volume (m³)	2024 Volume (m³)	2022–2023 Change	2023–2024 Change	Total Change 2022–2024
A	3,523	3,155	3,323 (increase)	-368 m³	+168 m³	-200 m³
B	2,621	2,525	2,457	-96 m³	-68 m³	-164 m³
C	1,132	862	819	-270 m³	-43 m³	-313 m³
D	1,338	788	545	-550 m³	-243 m³	-793 m³
5	2,107	1,787	1,747	-320 m³	-40 m³	-360 m³

Year over Year Sludge Reduction



Cumulative Sludge Reduction



Your System

SYSTEM OVERVIEW

The lagoon system consists of multiple cells, with the anaerobic cell reported to have moderate sludge buildup. The lagoon was built to be suitable for a population of 500 and with its current population of about 230 (2021 census), it is oversized for its needs. This allows for infrequent discharge (less than once/year). Sampling efforts focus on BOD and TSS during discharge periods. The lagoon is gravity fed, with an estimated flow of $65\text{m}^3/\text{day}$. Main lines have been reported to have significant sediment build up.



The lagoon system consists of one anaerobic cell (Cell 1) for primary treatment, followed by a facultative cell (Cell 2) and a final storage cell (Cell 3). Surface areas and estimated volumes are presented below:

	Area (acres)	Area (m ²)	Volume (L)	Volume (m3)	Volume (gal)	Cell Function
Cell 1	1.31	5313	5900000	5900	1558615	anaerobic
Cell 2	1.31	5313	9150000	9150	2417174	facultative
Cell 3	1.90	7700	16600000	16600	4385255	storage

SLUDGE ACCUMULATION

No recent sludge survey data is available. Visual inspection reveals adequate settling in cell 1 as shown below, with limited turbidity observed.



EFFLUENT QUALITY SUMMARY

Effluent samples collected in 2022 and 2024 are summarized below.

SAMPLE DATE	5/3/2022	5/5/2024
BOD	171.00	11.60
TSS	98	17.5
Phosphorus (total)		<0.05

- BOD and TSS are elevated in 2022 but return to normal levels in 2024
- Elevated BOD and TSS indicate heavy organic loading or insufficient treatment capacity

OTHER OBSERVATIONS

Some algal growth may be present in cell 2, as inferred by the green color observed in the image below. Algae can be caused by elevated ammonia. At the present time this does not appear to be causing elevated TSS in discharge samples, but this signals the importance for nutrient management.



Discussion

The Village of Donalda 2025 lagoon treatment program was developed with the primary objective of reducing sludge accumulation in anaerobic Cell 1 to delay dredging. Based on previous treatment outcomes and current system conditions, a focused approach has been implemented combining biological and oxidative treatment components.

SLUDGE REDUCTION AS A PRIMARY OBJECTIVE

In the absence of sludge survey data, visual inspection supports a maintenance strategy for sludge reduction. There are no visual indicators of excessive sludge build up.

Three primary products are used in concert to drive sludge reduction:

- Sludge Rx is applied during peak biological activity (July to September), targeting deeper consolidated sludge layers.
- Polar Rx extends biological activity into colder months (May-June, October-November), ensuring continued degradation when natural microbial metabolism would typically decline.

This combination maximizes sludge digestion throughout the treatment season. The use of Polar Rx and VitaStim Polar in shoulder months (spring/fall) enhances system stability and nutrient uptake during transitional periods, reducing the risk of effluent quality degradation during turnover events.

NUTRIENT MANAGEMENT

Implementing the VitaStim product line in Donalda's lagoon and water system offers a targeted, cost-effective approach to support nutrient removal and reduce sludge accumulation. The system faces sediment buildup in manholes and nutrient-driven algae growth in the facultative cell, both of which can lead to operational challenges and costly interventions. VitaStim's specialized probiotic blends are designed to enhance microbial activity year-round, even in cold conditions, accelerating the breakdown of organic matter, lowering BOD and TSS, and improving nutrient uptake to suppress algae and maintain regulatory compliance. Regular maintenance dosing allows for proactive management of solids and nutrients, extending infrastructure life and reducing dependence on expensive mechanical solutions. By adopting the VitaStim product line, Donalda can maintain excellent lagoon performance, control sediment loads in both water lines and manholes, and meet environmental goals while saving on long-term maintenance costs.

ANTICIPATED OUTCOMES AND RISK MITIGATION

The program is designed not only to reduce the volume of sludge but also to improve its structure, increasing compaction and nutrient sequestration. While aggressive biological treatment can release stored nutrients, the strategic timing and oxygenation help mitigate the risk of ammonia and cBOD spikes. This is modeled after successful outcomes in comparable systems such as the Town of Ponoka, where paired nutrient and sludge management significantly improved effluent quality and deferred dredging.



Our strategy:

- **Implement a sustainable sludge management program that prioritizes the biological degradation of volatile organic solids and optimization of sludge consolidation, rather than focusing solely on volume reduction**
 - This approach aims to enhance lagoon treatment performance by supporting active microbial processes, improving solids quality and dewaterability, extending the functional life of lagoon systems, and reducing long-term operational costs associated with unnecessary dredging
- **Implement an integrated lagoon management approach that enhances both sludge consolidation and effluent quality through biologically driven processes targeting the degradation of volatile organic solids**
 - This strategy prioritizes the support of natural microbial ecosystems to improve treatment performance, reduce nutrient loading (ammonia, phosphorus), and eliminate nuisance conditions such as odors and surface scum. This approach aligns with regulatory compliance goals while promoting long-term environmental stewardship by protecting downstream ecosystems, conserving resources, and supporting resilient wastewater treatment in cold-climate conditions.

NEXT STEPS

Regular spring and fall sampling for key parameters (ammonia, cBOD, TSS, phosphorus) will ensure effluent compliance and allow for mid-season corrections if needed.

This year's program represents a targeted and data-informed effort to extend the useful life of the lagoon system while avoiding capital-intensive dredging.



Recommendations

TREATMENT RECOMMENDATIONS – LAGOON AND COLLECTION SYSTEM

To improve lagoon performance and reduce seasonal nutrient fluctuations, we recommend implementing a year-round biological treatment program using Sludge Rx, Polar Rx, and VitaStim formulations. This approach is designed to enhance microbial activity in both the lagoon and lift station, helping to stabilize effluent quality, especially during the spring discharge period.

Sludge Rx should be applied during the ice-free season (late spring through early fall) to target and reduce accumulated organic solids in the anaerobic cells. To extend treatment into colder months, Polar Rx can be applied in early spring and late fall. This will continue sludge digestion at lower temperatures (down to 34°F) and reduce the release of stored nutrients during spring turnover events.

VitaStim Polar is recommended for use in the main lift station/manhole throughout late fall and winter to maintain biological activity when lagoon access is limited. In spring and fall, it should be applied directly to the lagoon to support cold-weather nitrification and BOD removal. During the summer, VitaStim Sludge Reducer will further assist with organic digestion, supporting effluent clarity and minimizing solids build-up.

Together, this program promotes consistent year-round treatment, reduces springtime nutrient spikes, and delays the need for costly dredging, offering a practical and cost-effective path forward for the Village of Donalda's lagoon operations.

Manhole Pretreatment

VitaStim Polar

- **Dose:** 0.5 lbs/week
- **Location:** Manhole/sink
- **Timing:** Weekly from December through April

Polar is a cold-weather microbial blend that introduces viable bacteria into the system year-round. Dosing into the lift station allows these microbes to seed the lagoon even during ice cover, supporting biological performance during dormant months.

VitaStim Sludge Reducer

- **Dose:** 0.5 lbs/week
- **Location:** Manhole/sink
- **Timing:** Weekly from July through September

Dosing VitaStim Sludge Reducer into a manhole will enhance bacterial activity throughout the water lines, effectively reducing sediment buildup and supporting improved system performance.

Lagoon System

Polar Rx

- **Cells Treated:** Anaerobic Cell 1
- **Dosing:** Monthly from May-June, October-November
- **Rates:**
 - Cell 1: 30 pounds/month



This high-activity microbial blend is designed to accelerate the reduction of organic sludge mass. It is dosed seasonally to avoid oxygen depletion during peak algae conditions and targets both consolidated and unconsolidated solids.

Sludge Rx

- **Cells Treated:** Anaerobic Cell 1
- **Dosing:** Monthly from July-September
- **Rates:**
 - Cell 1: 30 pounds/month

This product enhances long-term sludge reduction by targeting deeper solids and reinforcing microbial activity across seasonal transitions.

VitaStim Polar

- **Cells Treated:** Anaerobic Cell 1
- **Dosing:** Weekly from May-June and October–November
- **Rates:**
 - Cell 1: 2 pounds/week

This cold-tolerant microbial blend improves biological uptake of ammonia and nutrients under low-temperature conditions.

VitaStim Sludge Reducer

- **Cells Treated:** Anaerobic Cell 1
- **Dosing:** Weekly from July–September
 - Cell 1: 1.5 pounds/week

Applied in summer, this product targets biological uptake of nutrients remaining in the system after primary treatment.



Monitoring recommendations

To ensure the long-term success of the treatment program and protect against future compliance risk, we recommend implementing a proactive monitoring and sludge survey strategy. This approach will allow the Village of Donalda to evaluate seasonal performance, guide emergency response if needed, and confirm the long-term impact of bioaugmentation on sludge volumes and effluent stability.

SEASONAL EFFLUENT MONITORING

Sampling Events

To ensure the long-term success of the treatment program and protect against future compliance risk, we recommend implementing a proactive monitoring and sludge survey strategy. This approach will allow the Village of Donalda to evaluate seasonal performance, guide emergency response if needed, and confirm the long-term impact of bioaugmentation on sludge volumes and effluent stability.

Seasonal Effluent Monitoring

We strongly recommend adding a second sampling event in early spring in addition to the Village of Donalda's existing discharge sample. This additional sampling point provides an important early indication of system performance before the fall release. If effluent parameters are trending high, there will still be time to implement an emergency 2–3 week treatment window to bring them back into compliance. We also recommend a late-season sampling event in September or October if feasible. Late-season data helps identify whether the system is performing well during treatment season.

Parameters

- Ammonia-N
- TSS
- total phosphorus
- cBOD/BOD
- pH

Adjustment Protocol

If sampling reveals signs of instability (e.g., ammonia rebound, elevated pH, or TSS), contingency dosing with VitaStim Polar may be applied in the storage cell before discharge. However, this should only be used if sampling confirms a biological shortfall, not as a default action.

Sludge Survey

To track sludge reduction progress and identify reaccumulation early, we recommend the following:

- **Year 1:** A full baseline sludge survey of all three lagoon cells. This should include depth measurements, solids profiling, and volume estimates for each cell. These results will guide dosing strategy and provide a clear benchmark for evaluating biological treatment effectiveness.
- **Every 1–2 years after:** Conduct follow-up bioaugmentation tracking surveys in Cell 1 (and optionally Cell 2) to validate treatment outcomes and guide future dosing levels. These smaller surveys are less costly and sufficient to monitor performance once a baseline has been established.



We recommend working with [Hydrasurvey](#) for the full baseline and ongoing tracking surveys. Their team is experienced in biologically managed lagoon systems and offers flexible survey options aligned with our treatment goals. All sludge surveys should be conducted at the same time of year to ensure consistent year-over-year data for reliable performance comparison.



Product Descriptions



POLAR RX

Polar Rx is a cold-weather sludge treatment solution, active at temperatures as low as 1.5°C, allowing for sludge management during early spring and late fall. In addition to reducing organic sludge buildup, PolarRx enhances ammonia reduction by supporting microbial activity when natural biological processes slow down. It extends the treatment season and helps maintain effluent quality during temperature transitions, making it ideal for systems facing both sludge accumulation and cold-weather effluent challenges. PolarRx is typically used alongside VitaStim Polar to optimize seasonal performance.

SLUDGE RX

Sludge Rx is a pelletized microbial blend formulated for use during warmer months to target accumulated organic sludge in lagoon systems. The SludgeRx bacteria penetrate the sludge layer, breaking down complex organics and gradually restoring treatment capacity while improving overall lagoon function. Regular use helps reduce dredging frequency and maintains system balance by minimizing nutrient return from the sludge layer. It is often paired with OxyPaks XL for deeper sludge penetration and accelerated results.

VITASTIM POLAR

VitaStim Polar is a cold-weather microbial blend designed to maintain consistent biological activity during the colder months when natural bacteria slow down. It supports organic breakdown and nutrient uptake, helping to stabilize effluent quality, particularly in terms of ammonia, TSS, and CBOD. This product is especially effective when paired with upstream pre-treatment, as it ensures that organic loading entering the lagoon can be processed efficiently. VitaStim Polar helps maintain treatment performance and maintains active digestion during cooler seasons.

VITASTIM SLUDGE REDUCER

VitaStim Sludge Reducer is used during the warmer season to enhance the digestion of solids before they accumulate as sludge. It supports phosphorus retention by aiding in forming denser, more stable sludge, where nutrients remain sequestered rather than released into the effluent. The product also promotes the reduction of TSS and CBOD levels, helping to maintain clear and compliant discharge. When combined with proper upstream treatment, VitaStim Sludge Reducer helps achieve comprehensive system balance during peak treatment months.



Dosing Schedule

To be provided upon product order.



Pricing

DESCRIPTION	PRICE	QTY	SUBTOTAL
Polar Rx 30 LB Bag	\$890	4	\$3,560
Sludge RX 30 LB Bag	\$810	3	\$2,430
Vitastim Polar 30 LB Pail - (30 x 0.5 LB Packets)	\$920	2	\$1,840
VitaStim Sludge Reducer 30 LB Pail - (30 x 0.5 LB Packets)	\$870	1	\$870
Estimated Shipping-TBD** Estimated LTL Shipping Costs - Shipping Costs are subject to change, based on any additional charges incurred from the carrier while freight is in transport (i.e. - holding charges, refusal charges, lift gate charges, call-ahead charges, re-delivery charges, etc.)			\$0
SUBTOTAL			\$8,700
GST (5 %)			+\$435
TOTAL			\$9,135
			\$0

Disclaimers:

All prices are listed in Canadian dollars.

Due to ongoing changes in U.S. trade policies and Canadian tariff adjustments, all quoted prices are subject to change without notice. While we strive to maintain pricing stability, fluctuations in tariffs, duties, and supply chain costs may impact final pricing. Pricing will be confirmed at the time of order placement.

Shipping Costs are subject to change based on any additional charges incurred by the carrier while freight is in transport (e.g., holding charges, refusal charges, lift gate charges, call-ahead charges, re-delivery charges, etc.).

We appreciate the opportunity to support the Village of Donalda in optimizing its lagoon system for long-term stability, compliance, and cost-effective performance. This proposal represents a strategic, first-year plan tailored to your site conditions and treatment history, with the flexibility to adapt over time based on results. Our goal is to help reduce the frequency and cost of dredging and maintain consistent effluent quality through a balanced, science-based treatment approach.

Should you wish to proceed, we would be pleased to provide scheduling support and a follow-up performance review as part of the implementation. Please don't hesitate to reach out with questions.

We look forward to working with you.




2025-03-21 16:51:27 (P01)

Jacy Hingley, ACC Wastewater Solutions

 SIGNATURE
Ronald Gullickson

Ronald Gullickson, Village of Donalda

November 21, 2022

File No.: 155-22008-1.0

Kristie Vallet
Chief Administrative Officer
Village of Donalda
Box 160
5001 Main Street
Donalda, Alberta T0B 1H0

Dear Kristie,

**Re: Lagoon Desludging
Preliminary Cost Estimate**

As requested, Select Engineering Consultants has prepared this preliminary cost estimate for a project to de-sludge the wastewater lagoon. Periodic de-sludging of the initial facultative cell is required to restore its intended treatment capacity. The work would include the removal of sludge, and disposal on-site in a geotube or comparable dewatering technique. Given the length of time over which this sludge has accumulated during operation, the sludge to be removed is expected to be substantial.

The preliminary cost estimate is as follows, excluding G.S.T.:

Lagoon Desludging	\$60,000.00
Contingency	<u>\$12,000.00</u>
Project Cost Estimate	\$72,000.00

At the Village's request, Select Engineering Consultants can contact contractors qualified to complete this work to obtain firm quotations. At this time, we would invite Lambourne Environmental, Taber Solids Control, Kayden Industries and Aqua Clear Environmental to submit quotes for consideration.

I trust that this information meets your requirements at this time. Should you have any questions, or require additional information, please feel free to call me at (780) 651-5773.

Sincerely,

Select Engineering Consultants



Neil Renneberg, P.Eng.
Senior Project Manager
nrenneberg@selecteng.ca

NR/shy



Request for Decision	
Meeting	Regular Meeting of Council
Meeting Date	September 16, 2025
Originated By	Melanie Veale CAO
Decision Title	Tax Recovery Property Auction
Agenda Number	5.3 Village Business

Background/Proposal

In accordance with the Municipal Government Act, municipalities are empowered to conduct tax sales for properties with outstanding taxes. This process is essential for ensuring the collection of tax revenues, which are critical for funding community services. The two properties designated for consideration are as follows:

1. Property A: Plan 2147AT Block 10 Lot 15 (1012 Bond Street, Donalda AB T0B 1H0)
2. Property B: Plan 2147AT Block 10 Lot 13 (1016 Bond Street, Donalda AB T0B 1H0)

Efforts to collect the outstanding taxes, including notifications and reminders, have unfortunately not resulted in resolution from the property owners.

Discussion/Options/Benefits/Disadvantages

Administration proposes that we initiate the tax sale process for the aforementioned properties in line with the established guidelines and timelines mandated for such sales. The key steps in this process would include:

1. Preparation of a Tax Sale Auction: Defining a date and location for the auction while ensuring all legal notices are appropriately disseminated to the public.
2. Public Notification: Engaging the community and potential bidders through suitable channels to encourage participation in the auction.
3. Compliance with Legal Requirements: Adhering to all procedural standards set forth in the Municipal Government Act, including necessary advertisements and notifications.

In support of this initiative, I would like to inform you that Taxervice will oversee the tax recovery process for these properties. Their expertise will ensure compliance with all legal obligations and facilitate an efficient process.

Costs/Source of Funding

The tax sale of these properties offers an opportunity for the Village to recover outstanding tax revenues, which can subsequently be reinvested into essential community services and

In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

infrastructure. Additionally, this action may promote the development of these bare lots, contributing to the overall growth and enhancement of our village.

Applicable Legislation

n/a

Recommended Action

The Council is respectfully requested to consider that Administration proceed with the following actions:

1. Date/Time: The date and time of the public auction should be set. Taxservice recommends scheduling the public auction sometime between November 1, 2025 and November 30, 2025 at either 10 am or 2 pm. Once the date is set, they can arrange an auctioneer.
2. Terms and Conditions of Sale: Resolution from Council to approve the Terms and Conditions of the sale for the 2025 Public Auction (see attached).
3. Market Values: The Municipal Government Act provides that council must establish a reserve bid that is "as close as reasonably possible to the market value" of each parcel. Administration is recommending a \$17,000.00 valuation for each parcel.

By definition, market value is arrived at between a willing, well-informed buyer and a willing, well-informed seller. Typically, the assessed values are used as market values/reserve bids. In the event the assessed values do not reflect the market value, or there is concern whether this is the case, we recommend having the assessor update their assessment, obtaining an opinion of value or obtaining an appraisal. (eg. The assessed value of a property could be \$275,000 but what would it actually sell for if offered for sale? If the buildings are substantially deteriorated, then the market value is likely reduced.)

4. Tax Recovery Costs: Administration recommends a resolution approving the adding of tax recovery costs to the rolls.

Implementation/Communication

Upon Council approval, Administration will reach out to Taxservice to initiate the tax recovery sale.

Target Decision Date

September 16, 2025

Attachments

1. 2025 Public Auction Terms and Conditions

In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

2025 - Public Auction – Terms and Conditions

1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
 - a. The full purchase price if it is \$10,000 or less; OR
 - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.



VILLAGE OF DONALDA

OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
GENERAL REVENUE							
1-00-100	Residential Taxes	(183,842.84)	(167,623.34)	(9.67)	0.00	(253,996.00)	(176,961.58)
1-00-101	ASFF - School Tax Requisition	(37,294.31)	0.00	0.00	0.00	(38,534.72)	(37,482.63)
1-00-102	Seniors Requisition	(6,365.01)	0.00	0.00	0.00	0.00	(6,394.51)
1-00-103	Designated Industrial Property Req.	(0.43)	0.00	0.00	0.00	0.00	(0.44)
1-00-110	Non-Residential Taxes	(31,809.05)	(29,255.72)	(8.72)	0.00	0.00	(30,351.17)
1-00-120	Linear Taxes	(13,105.10)	(13,105.10)	0.00	0.00	0.00	(13,105.10)
1-00-130	Franchise - ATCO	(20,599.11)	(35,849.00)	42.53	(2,783.03)	(31,250.00)	(30,362.74)
1-00-140	Franchise - Apex Utilities Inc.	(15,396.02)	(26,000.00)	40.78	0.00	(23,200.00)	(25,232.45)
1-00-200	Penalties & Costs on Taxes	(779.71)	(14,000.00)	94.43	0.00	(14,300.00)	(9,058.67)
1-00-210	Penalties Accounts Receivable	0.00	(250.00)	100.00	0.00	(150.00)	0.00
1-00-990	Attorney General Fines & Costs	(1,400.00)	0.00	0.00	0.00	0.00	0.00
*	TOTAL GENERAL REVENUE	(310,591.58)	(286,083.16)	(8.57)	(2,783.03)	(361,430.72)	(328,949.29)
GRANTS & OTHER REVENUE							
1-00-751	Conditional Municipal - FCSS	(5,976.10)	(7,882.00)	24.18	0.00	(7,882.00)	(5,976.10)
1-00-845	Provincial Grant - MSI Operating	0.00	(72,712.00)	100.00	0.00	(72,712.00)	(72,712.00)
*	TOTAL GRANTS & OTHER REVENUE	(5,976.10)	(80,594.00)	92.58	0.00	(80,594.00)	(78,688.10)
ADMINISTRATIVE REVENUE							
1-12-266	Tax Recovery Fees	664.00	0.00	0.00	0.00	0.00	(5,264.00)
1-12-411	Photocopy, Fax, Sales, etc.	0.00	0.00	0.00	0.00	(30.00)	(15.00)
1-12-417	Tax Cert.Dev. Permits, etc.	(525.00)	(500.00)	(5.00)	(100.00)	(500.00)	(498.75)
1-12-418	Maintenance service revenue	0.00	(500.00)	100.00	0.00	(500.00)	0.00
1-12-419	Newsletter Ads	(360.00)	(1,000.00)	64.00	0.00	(500.00)	(345.00)
1-12-520	Licences	0.00	0.00	0.00	0.00	0.00	40.00
1-12-550	Investment Income - Bank Int.	0.00	(25,000.00)	100.00	0.00	(5,000.00)	(42,572.69)
1-12-561	Rental Revenue	(740.00)	(5,000.00)	85.20	0.00	(6,150.00)	(740.00)
1-12-590	Miscellaneous Admin. Revenue	(737.42)	(1,500.00)	50.83	(651.05)	(1,000.00)	(1,933.37)
*	TOTAL ADMINISTRATIVE REVENUE	(1,698.42)	(33,500.00)	94.93	(751.05)	(13,680.00)	(51,328.81)
EMERGENCY MANAGEMENT REVENUE							
1-23-410	Fire Charges	(16,128.63)	(24,500.00)	34.16	(2,028.07)	(24,500.00)	(22,538.01)
1-24-410	Emergency Management Service Revenue	(4,014.36)	(6,000.00)	33.09	(504.78)	(6,000.00)	(5,609.64)



VILLAGE OF DONALDA

OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
* TOTAL EMERGENCY MANAGEMENT REV		(20,142.99)	(30,500.00)	33.96	(2,532.85)	(30,500.00)	(28,147.65)
BYLAW REVENUE							
1-21-530	Fines-Bylaw	0.00	(3,000.00)	100.00	0.00	0.00	0.00
1-26-520	Chicken License	0.00	(75.00)	100.00	0.00	(75.00)	(20.00)
1-26-521	Dog License	(281.50)	(500.00)	43.70	(30.00)	(900.00)	(348.79)
1-26-522	Cat License	(140.00)	(200.00)	30.00	0.00	(200.00)	(140.00)
1-26-523	Business License	(390.00)	(200.00)	(95.00)	(30.00)	(200.00)	(180.00)
* TOTAL BYLAW REVENUE		(811.50)	(3,975.00)	79.58	(60.00)	(1,375.00)	(688.79)
ROADS & STREETS REVENUE							
1-32-560	Equipment Revenue	(190.48)	0.00	0.00	0.00	0.00	0.00
* TOTAL ROADS & STREETS REVENUE		(190.48)	0.00	0.00	0.00	0.00	0.00
WATER REVENUE							
1-41-400	Water Sales	(57,626.16)	(92,000.00)	37.36	(8,093.99)	(93,500.00)	(92,173.92)
1-41-401	Penalties - Water	357.98	(700.00)	151.14	0.00	(750.00)	(677.18)
1-41-414	Water On/Off Fee	0.00	(300.00)	100.00	0.00	(500.00)	(350.00)
1-41-416	Water Service Repairs	0.00	0.00	0.00	0.00	0.00	(128.00)
* TOTAL WATER REVENUE		(57,268.18)	(93,000.00)	38.42	(8,093.99)	(94,750.00)	(93,329.10)
SEWER REVENUE							
1-42-400	Sewer Services	(12,464.87)	(18,200.00)	31.51	(1,567.00)	(18,500.00)	(17,217.57)
* TOTAL SEWER REVENUE		(12,464.87)	(18,200.00)	31.51	(1,567.00)	(18,500.00)	(17,217.57)
WASTE REVENUE							
1-43-400	Garbage Fees	(29,220.85)	(42,200.00)	30.75	(3,663.40)	(43,500.00)	(40,692.98)
* TOTAL WASTE REVENUE		(29,220.85)	(42,200.00)	30.76	(3,663.40)	(43,500.00)	(40,692.98)
CEMETERY REVENUE							
1-56-463	Perpetual Care Fee	(200.00)	(1,000.00)	80.00	0.00	(1,500.00)	(200.00)
1-56-464	Sale of Cemetery Plots	(100.00)	(500.00)	80.00	(100.00)	(400.00)	(200.00)
1-56-466	Snow Removal Revenue	0.00	(500.00)	100.00	0.00	(500.00)	0.00



VILLAGE OF DONALDA

OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
1-56-467	Interment Fee	(500.00)	(1,200.00)	58.33	0.00	(1,000.00)	(250.00)
*	TOTAL CEMETERY REVENUE	(800.00)	(3,200.00)	75.00	(100.00)	(3,400.00)	(650.00)
SALE OF LAND							
1-66-590	Sale of Land	(6,200.00)	(6,300.00)	1.58	0.00	0.00	0.00
*	TOTAL SALE OF LAND	(6,200.00)	(6,300.00)	1.59	0.00	0.00	0.00
PLANNING RESERVE							
1-66-910	Planning Reserve	0.00	(16,000.00)	100.00	0.00	0.00	0.00
*	TOTAL PLANNING RESERVE	0.00	(16,000.00)	100.00	0.00	0.00	0.00
RECREATION REVENUE							
1-72-850	Government Grants - Recreation	0.00	(700.00)	100.00	0.00	(700.00)	0.00
*	TOTAL RECREATION REVENUE	0.00	(700.00)	100.00	0.00	(700.00)	0.00
CULTURE REVENUE							
1-74-770	Museum Agreement	0.00	(6,500.00)	100.00	0.00	(6,500.00)	(6,500.00)
1-74-771	Library Agreement	0.00	(1,450.00)	100.00	0.00	(1,450.00)	(1,445.00)
*	TOTAL CULTURE REVENUE	0.00	(7,950.00)	100.00	0.00	(7,950.00)	(7,945.00)
COUNCIL EXPENSE							
2-11-150	Council Meeting Pay	3,676.85	6,300.00	41.63	0.00	9,000.00	5,166.09
2-11-151	Council Supervision Pay	2,169.04	3,600.00	39.74	0.00	3,600.00	2,102.54
2-11-211	Travel & Subsistence	422.94	2,000.00	78.85	0.00	2,000.00	1,145.16
2-11-212	Legislative - Discretionary	212.50	300.00	29.16	0.00	500.00	96.49
*	TOTAL COUNCIL EXPENSE	6,481.33	12,200.00	46.87	0.00	15,100.00	8,510.28
ADMINISTRATION EXPENSE							
2-12-110	Salaries & Wages	96,083.00	133,120.00	27.82	11,615.00	200,000.00	239,465.47
2-12-111	Wages - Community Programming	0.00	0.00	0.00	0.00	12,600.00	0.00
2-12-130	Payroll Deductions	7,734.70	9,185.57	15.79	926.33	10,000.00	24,744.01
2-12-131	Vacation Pay	3,798.52	2,232.46	(70.14)	453.40	2,500.00	6,613.50
2-12-132	Payroll Benefits	0.00	1,000.00	100.00	0.00	1,500.00	4,219.93



VILLAGE OF DONALDA

OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
2-12-152	Election & Census Fees	1,087.30	1,000.00	(8.73)	0.00	0.00	2,914.36
2-12-211	Travel & Subsistence	316.03	1,000.00	68.39	0.00	5,000.00	12,480.77
2-12-212	Course Fee Registration	149.00	2,000.00	92.55	0.00	2,500.00	3,447.14
2-12-216	Postage	3,254.76	1,650.00	(97.25)	1,340.12	2,500.00	1,853.13
2-12-217	Telephone	0.00	1,500.00	100.00	0.00	1,500.00	904.71
2-12-220	Advertising & Memberships	5,122.95	4,000.00	(28.07)	0.00	5,000.00	9,198.54
2-12-224	Land Title Fees	0.00	500.00	100.00	0.00	250.00	4.00
2-12-226	Tax Recovery Fees	504.00	200.00	(152.00)	0.00	0.00	5,704.00
2-12-230	Assessors Fees	3,041.45	5,650.00	46.16	0.00	5,000.00	5,266.08
2-12-231	Auditors Fees	100.00	10,000.00	99.00	100.00	10,000.00	8,650.00
2-12-232	Legal Fees	4,657.25	4,700.00	0.90	0.00	7,500.00	4,898.38
2-12-240	Bad Debts	0.00	2,000.00	100.00	0.00	4,000.00	0.00
2-12-250	Repairs & Maint. Contract	0.00	0.00	0.00	0.00	250.00	0.00
2-12-251	Repairs & Maintenance	0.00	800.00	100.00	0.00	0.00	105.85
2-12-252	Cleaning - Supplies & Labor	1,078.61	2,500.00	56.85	0.00	2,000.00	1,254.98
2-12-255	Other Contracted Services	12,205.53	1,000.00	(1,120.55)	494.40	20,000.00	21,014.32
2-12-256	Contracted Services - CAO	(427.40)	0.00	0.00	0.00	0.00	0.00
2-12-270	Computer Expenses	1,545.23	750.00	(106.03)	0.00	1,000.00	780.77
2-12-271	Website Fees	924.75	1,300.00	28.86	139.36	1,000.00	1,674.34
2-12-274	Insurance & Bond	12,543.00	10,286.00	(21.94)	0.00	10,500.00	7,869.64
2-12-275	Workman's Compensation	11,216.18	2,775.00	(304.18)	0.00	3,000.00	4,216.88
2-12-277	Health & Safety	8,857.97	0.00	0.00	0.00	0.00	473.84
2-12-505	Photocopier Costs	3,796.33	4,000.00	5.09	218.42	4,500.00	3,971.97
2-12-510	General Office Supplies	4,550.40	2,500.00	(82.01)	728.90	3,000.00	4,798.23
2-12-540	Utilities - Heating	3,879.29	1,300.00	(198.40)	113.52	750.00	480.11
2-12-541	Utilities - Power	4,598.13	800.00	(474.76)	397.30	750.00	369.31
2-12-590	Miscellaneous	3,035.65	500.00	(507.13)	0.00	1,000.00	25.81
2-12-810	Bank Charges & Fees	1,697.11	2,100.00	19.18	84.08	2,500.00	3,053.21
2-12-920	AMORTIZATION	0.00	14,184.45	100.00	0.00	14,900.00	0.00
*	TOTAL ADMINISTRATION EXPENSE	195,349.74	224,533.48	13.00	16,610.83	335,000.00	380,463.28
EMERGENCY MANAGEMENT EXPENSE							
2-23-410	Fire Service Agreement	0.00	25,000.00	100.00	0.00	25,000.00	0.00
*	TOTAL EMERGENCY MANAGEMENT EXP	0.00	25,000.00	100.00	0.00	25,000.00	0.00
BYLAW & RURAL POLICING EXPENSE							
2-26-751	Bylaw Enforcement	3,676.90	5,000.00	26.46	380.00	5,200.00	4,175.05
2-26-752	Rural Policing Expense	0.00	11,550.00	100.00	0.00	11,550.00	10,112.00



VILLAGE OF DONALDA

OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
* TOTAL BYLAW & RURAL POLICING E		3,676.90	16,550.00	77.78	380.00	16,750.00	14,287.05
STREETS & ROADS EXPENSE							
2-32-110	Salaries - Roads & Streets	21,550.80	57,750.00	62.68	1,479.00	12,500.00	14,560.61
2-32-111	Salaries - Shop Work Hours	20,946.00	28,500.00	26.50	1,485.00	12,000.00	12,995.30
2-32-130	Payroll Deductions	3,343.69	8,278.00	59.60	234.49	2,000.00	4,043.53
2-32-131	Vacation Pay	2,629.35	6,127.00	57.08	271.26	1,500.00	1,536.52
2-32-132	Payroll Benefits (Health Spending)	0.00	1,000.00	100.00	0.00	500.00	1,619.50
2-32-210	Travel	0.00	300.00	100.00	0.00	0.00	0.00
2-32-217	Maintenance Cell Phone	2,395.11	576.00	(315.81)	169.80	600.00	1,385.80
2-32-230	Engineering Fees	0.00	3,472.50	100.00	0.00	2,300.00	0.00
2-32-250	Road & Street Repairs	4,161.67	4,000.00	(4.04)	1,095.84	100.00	1,349.86
2-32-251	Equipment Repairs & Maint.	3,535.55	3,500.00	(1.01)	86.51	5,000.00	2,414.33
2-32-252	Sidewalk & Curb Repairs	2,184.37	0.00	0.00	0.00	0.00	0.00
2-32-270	Contracted Services	4,435.00	1,000.00	(343.50)	250.00	3,000.00	2,715.00
2-32-271	Insurance Share	0.00	1,513.00	100.00	0.00	1,500.00	1,157.30
2-32-510	Small Equipment & Supplies	34,666.66	5,000.00	(593.33)	152.28	8,000.00	1,626.13
2-32-515	Equipment Rental	764.76	1,000.00	23.52	20.00	600.00	1,507.65
2-32-521	Gas & Diesel Fuel	11,535.13	7,500.00	(53.80)	618.90	5,000.00	4,748.03
2-32-530	Const. & Maint. Supplies	28.62	0.00	0.00	0.00	0.00	200.16
2-32-532	Gravel, Cold Mix & Sand	4,086.30	3,500.00	(16.75)	0.00	2,500.00	1,584.00
2-32-541	Street Lights	30,023.77	22,615.00	(32.76)	1,986.73	24,000.00	9,795.93
2-32-542	Shop Power	2,737.34	1,600.00	(71.08)	196.44	1,800.00	833.17
2-32-543	Shop Natural Gas	3,604.93	2,600.00	(38.65)	110.98	3,000.00	1,809.64
2-32-590	Miscellaneous	141.26	500.00	71.74	0.00	250.00	57.79
2-32-920	AMORTIZATION	0.00	29,008.57	100.00	0.00	44,500.00	0.00
* TOTAL STREETS & ROADS EXPENSE		152,770.31	189,340.07	19.31	8,157.23	130,650.00	65,940.25
WATER EXPENSE							
2-41-110	Salaries - Water Related	6,187.50	8,100.00	23.61	1,002.00	2,400.00	6,695.50
2-41-130	Payroll Deductions	495.91	3,939.84	87.41	80.24	200.00	532.06
2-41-211	Travel & Subsistence	105.00	0.00	0.00	0.00	0.00	209.80
2-41-212	COURSE REGISTRATION FEES	1,107.14	0.00	0.00	0.00	0.00	657.14
2-41-215	Freight	0.00	50.00	100.00	0.00	50.00	0.00
2-41-250	Water Testing Supplies	0.00	0.00	0.00	0.00	0.00	343.00
2-41-251	Maintenance Supplies	5,753.58	250.00	(2,201.43)	0.00	1,000.00	14.54
2-41-265	Water Tower	0.00	0.00	0.00	0.00	0.00	69.99
2-41-270	Contracted Services	718.50	500.00	(43.70)	0.00	20,000.00	9,834.94



VILLAGE OF DONALDA

OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
2-41-272	Computer/Software Expense	316.00	2,275.00	86.10	158.00	2,400.00	0.00
2-41-600	SMRWSC - Debenture Payments	6,129.24	6,500.00	5.70	0.00	6,200.00	6,156.79
2-41-601	SMRWSC - Water Consumption	36,107.31	46,000.00	21.50	4,556.39	54,000.00	41,333.57
2-41-920	AMORTIZATION	0.00	25,760.11	100.00	0.00	26,200.00	0.00
*	TOTAL WATER EXPENSE	56,920.18	93,374.95	39.04	5,796.63	112,450.00	65,847.33
SEWER EXPENSE							
2-42-110	Salaries - Sewer Related	1,266.00	775.90	(63.16)	0.00	100.00	476.00
2-42-130	Payroll Deductions	100.81	94.80	(6.33)	0.00	50.00	36.56
2-42-275	Contracted Services - Sewer	6,000.00	1,000.00	(500.00)	0.00	2,500.00	3,427.00
2-42-290	Lagoon Drainage Easement	200.00	0.00	0.00	0.00	100.00	0.00
2-42-920	AMORTIZATION	0.00	14,408.55	100.00	0.00	14,500.00	0.00
*	TOTAL SEWER EXPENSE	7,566.81	16,279.25	53.52	0.00	17,250.00	3,939.56
WASTE REMOVAL EXPENSE							
2-43-110	Salaries - Garbage Related	1,248.75	21.80	(5,628.21)	351.00	100.00	163.50
2-43-130	Payroll Deductions	99.61	2.66	(3,644.73)	27.84	50.00	11.40
2-43-251	Repairs & Maintenance	85.98	0.00	0.00	0.00	0.00	0.00
2-43-270	Contracted Garbage Pickup	16,018.99	18,170.00	11.83	1,681.47	22,000.00	18,102.34
*	TOTAL WASTE REMOVAL EXPENSE	17,453.33	18,194.46	4.07	2,060.31	22,150.00	18,277.24
CEMETERY EXPENSE							
2-56-110	Salaries - Cemetery	3,336.60	178.72	(1,766.94)	882.00	2,000.00	1,696.50
2-56-130	Payroll Deductions	264.86	21.83	(1,113.28)	69.99	150.00	107.47
2-56-270	Contracted Services	400.00	0.00	0.00	0.00	2,200.00	2,131.80
2-56-510	General Services & Supplies	0.00	600.00	100.00	0.00	500.00	0.00
*	TOTAL CEMETERY EXPENSE	4,001.46	800.55	(399.84)	951.99	4,850.00	3,935.77
FCSS EXPENSE							
2-62-111	FCSS - Postage	300.44	650.00	53.77	107.44	650.00	549.88
2-62-755	FCSS Programs	882.28	9,760.00	90.96	150.00	9,700.00	11,482.82
2-62-756	Community Programming	33.45	0.00	0.00	33.45	0.00	263.52
2-62-760	FCSS Membership Expenses	0.00	114.00	100.00	0.00	150.00	0.00
*	TOTAL FCSS EXPENSE	1,216.17	10,524.00	88.44	290.89	10,500.00	12,296.22



VILLAGE OF DONALDA

OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
PLANNING EXPENSE							
2-66-762	Planning Services expenses	7,146.20	6,000.00	(19.10)	0.00	0.00	3,404.66
*	TOTAL PLANNING EXPENSE	7,146.20	6,000.00	(19.10)	0.00	0.00	3,404.66
RENTAL BUILDING EXPENSE							
2-69-110	Salaries - Rental Space Maintenance	734.87	500.00	(46.97)	0.00	0.00	163.41
*	TOTAL RENTAL BUILDING EXPENSE	734.87	500.00	(46.97)	0.00	0.00	163.41
RECREATION EXPENSE							
2-72-110	Salaries - Green Space Maintenance	15,554.85	12,165.97	(27.85)	1,993.50	6,200.00	9,588.50
2-72-130	Payroll Deductions	1,235.59	1,486.37	16.87	157.17	500.00	2,782.54
2-72-250	Parks - Contract Services	4,068.00	500.00	(713.60)	0.00	4,000.00	0.00
*	TOTAL RECREATION EXPENSE	20,858.44	14,152.34	(47.39)	2,150.67	10,700.00	12,371.04
CULTURAL EXPENSE							
2-74-110	Salaries - Culture Related	618.00	289.72	(113.30)	0.00	50.00	200.00
2-74-130	Payroll Deductions	49.29	35.15	(40.22)	0.00	0.00	23.35
2-74-232	Village Beautification	2,278.48	1,000.00	(127.84)	0.00	1,000.00	0.00
2-74-251	Repairs & Maintenance	815.94	1,000.00	18.40	0.00	500.00	0.00
2-74-252	Miscellaneous	388.58	0.00	0.00	380.85	0.00	0.00
2-74-271	Insurance	0.00	3,028.00	100.00	0.00	3,000.00	2,546.06
2-74-540	Utilities - Gas	0.00	2,500.00	100.00	0.00	2,000.00	974.77
2-74-541	Utilities - Power	3,341.84	3,600.00	7.17	186.13	3,500.00	1,674.34
2-74-770	Grants - Museum	0.00	5,400.00	100.00	0.00	5,400.00	5,400.00
2-74-771	Grants - Library	0.00	5,000.00	100.00	0.00	5,000.00	5,000.00
2-74-775	Parkland Reg. Library Req.	2,217.06	2,122.32	(4.46)	0.00	2,100.00	1,900.26
2-74-850	Canada Day Celebration	1,696.90	1,160.00	(46.28)	1,500.00	0.00	314.00
2-74-920	AMORTIZATION	0.00	806.54	100.00	0.00	900.00	0.00
*	TOTAL CULTURAL EXPENSE	11,406.09	25,941.73	56.03	2,066.98	23,450.00	18,032.78
REQUISITIONS							
2-80-741	Provincial Education - ASFF	0.00	38,534.72	100.00	0.00	37,588.00	18,581.86
2-80-751	Recreation Requisition County of Stettler	0.00	3,955.00	100.00	0.00	0.00	3,955.00
2-80-761	C.of Stettler Housing Auth	6,178.00	6,445.00	4.14	0.00	6,408.00	6,408.00



VILLAGE OF DONALDA
OPERATING BUDGET PERIOD ENDING AUGUST 30, 2025

General Ledger	Description	2025 YTD Actual	2025 Budget	2025 Budget Remaining %	August 2025 Actual	2024 Budget	2024 Actual
2-80-771	Stettler Waste Management Auth	4,407.00	16,272.00	72.91	0.00	16,300.00	17,176.00
*	TOTAL REQUISITIONS	10,585.00	65,206.72	83.77	0.00	60,296.00	46,120.86

*** End of Report ***



VILLAGE OF DONALDA

Page 1 of 1

Balance Sheet Report

2025-Sep-11
3:07:06PM

Operating Only

		2025		2024
Description		August	YTD Balance	Closing Balance
Assets	Asset Operating			
	Total	0.00	(141,187.37)	(141,187.37)
Accounts Receivable				
	Total Accounts Receivable	(4,683.63)	438,315.26	396,363.85
Bank				
	Total Bank	(8,698.00)	394,699.44	553,556.71
Fixed Assets				
	Total Fixed Assets	0.00	2,614,680.08	2,570,680.08
Other Assets				
	Total Other Assets	0.00	26,700.77	29,390.72
Other Current Liability				
	Total Other Current Liability	0.00	(2,572.90)	(2,572.90)
	Total Asset Operating	(13,381.63)	3,330,635.28	3,406,231.09
	Total Assets	(13,381.63)	3,330,635.28	3,406,231.09
	Current Year Surplus/Deficit	(13,381.63)	3,330,635.28	0.00
	Total Liabilities	(13,381.63)	3,330,635.28	0.00

*** End of Report ***



VILLAGE OF DONALDA

Page 1 of 1

Cheque Listing For Council

2025-Sep-11
3:08:16PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice	Cheque
Cheque #	Date				Amount	Amount
20250285	2025-08-13		JULY092025	CANADA DAY 2025 DISBURSEME	1,500.00	1,500.00
20250286	2025-08-13		0000394337	2025 JULY RESIDENTIAL WASTE	1,765.54	1,765.54
20250287	2025-08-13		699252	OFFICE-PRINTER RENTAL	183.86	183.86
20250288	2025-08-13		9008426320	OFFICE-BULK ORDER OF CHEQI	376.47	376.47
20250289	2025-08-13		AP1281	PUBLIC WORKS-CONCRETE FOI	89.15	89.15
20250290	2025-08-13		001	PUBLIC WORKS- WELD AND FIX	250.00	250.00
20250291	2025-08-13		1415840	PUBLIC WORKS- PLUGS	18.75	18.75
20250292	2025-08-13		612-955166	PUBLIC WORKS-GOO BE GONE	50.76	50.76
20250293	2025-08-14					1,274.07
20250294	2025-08-14					2,679.09
20250295	2025-08-14					1,673.53
20250296	2025-08-14					1,911.27
20250297	2025-08-26		2025AUG07	2025 AUG-MASTERCARD CHARC	2,987.88	2,987.88
20250298	2025-08-26		20250815	2025 AUG 01-15 -PAYROLL	2,696.90	2,696.90
20250299	2025-08-26		AB712976 AB712993 AB749513	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES-ENVELOPES,	16.78 57.63 346.40	420.81
20250300	2025-08-26		308357140	OFFICE- ERP CAN TRAINING	378.00	378.00
20250301	2025-08-26		731253001335	ROADS AND STREETS-MANWAY	1,150.63	1,150.63
20250302	2025-08-26		5092 5100 5116	PUBLIC WORKS-FUEL FOR WEE PUBLIC WORKS-FILTER AND FLI PUBLIC WORKS-ITEMS FOR SKII	67.18 58.38 105.11	230.67
20250303	2025-08-26		001-605270 001-605319 001-605467 001-605468	PUBLIC WORKS-SMALL HAND T PUBLIC WORKS-BOLTS PUBLIC WORKS-COTTER PIN PL PUBLIC WORKS-COTTER PIN	11.75 5.20 15.11 0.56	32.62
20250304	2025-08-26		208693 208886	2025AUG-VILLAGE OFFICE SECL 2025 AUG-PUBLIC WORKS SECL	52.45 88.67	141.12
20250305	2025-08-26		20250801	BYLAW PATROL AND TICKETING	380.00	380.00
20250306	2025-08-26		SMRWSC00429	WATER CONSUMPTION CHARGE	4,556.39	4,556.39
20250307	2025-08-26		AP1949	PUBLIC WORKS-3 BOXES OF SC	27.37	27.37
20250308	2025-08-26		10025408	PUBLIC WORKS-YELLOW ZINC E	8.50	8.50
20250309	2025-08-26		2025JULY	2025 JULY-OFFICE PHONES	116.39	116.39
20250310	2025-08-26		11534	OFFICE-AUG 2025 MONTHLY BIL	485.60	485.60
20250311	2025-08-26		2025JULY	PUBLIC WORKS FUEL	582.67	582.67
20250312	2025-08-26		13229	2025 AUG OFFICE MONTHLY WE	81.25	81.25
20250313	2025-08-27					1,344.85
20250314	2025-08-27					2,525.15
20250315	2025-08-27					1,762.22
20250316	2025-08-27					1,899.46

Total 33,580.97

*** End of Report ***



Village of Donalda - Village Business, Financial Reports

Summary of Accounts Period Ending August 31, 2025

Consolidated Account Statement	Balance on August 31, 2025, 2025
Public Sector Tax Account - Tax Recovery Surplus Roll 354	21,634.45
Public Sector Operating Account	137,565.40
Public Sector Reserve Account	880.93
Public Sector Savings - Grant Funds	278,382.55
Public Sector Savings - Tax Recovery Surplus Roll 332	8,382.14
Public Sector Savings - MSI Capital Account	356,592.13
Public Sector Savings - Gas Tax Fund (GTF) Account	5,689.43
Total:	\$809,127.03

Note: Public Sector Tax Account - Tax Recovery Surplus Roll 354 - Balance of meets the criteria for the Village to claim the full amount and utilize the amount within the operating budget (pending Journal Entry from Auditor).

In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

From: INFRA Policy <INFRA.Policy@gov.ab.ca>
Sent: August 28, 2025 1:57 PM
Subject: Real Property Governance - School Ownership: What We Heard Report and Frequently Asked Questions/ Gouvernance des biens immobiliers – Droit de propriété des biens scolaires : rapport « Ce que nous avons entendu » et foire aux questions
Attachments: Frequently Asked Questions (FAQ) - English_French.pdf; What We Heard Report English_French.pdf

Good morning,

On behalf of Infrastructure, in collaboration with Education and Childcare and Municipal Affairs, I want to express our appreciation for your participation in the stakeholder consultation sessions earlier this year.

Your perspectives have been invaluable in shaping our understanding of the priorities and considerations of school jurisdictions and municipalities as we move forward with the new school ownership model.

We are pleased to share the following resources with you:

- **What We Heard Report – English_French**
- **Frequently Asked Questions (FAQ) – English_French**

If you have further questions or wish to share additional feedback, please email INFRA.Policy@gov.ab.ca.

Thank you again for your time, engagement, and thoughtful input into this important work.

Jessica Carlson
Chief Operating Officer/Assistant Deputy Minister
Infrastructure

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Bonjour,

Au nom du ministère de l'Infrastructure et en collaboration avec le ministère de l'Éducation et de la Garde d'enfants et le ministère des Affaires municipales, je tiens à vous remercier de votre participation aux séances de consultation des parties prenantes qui se sont déroulées plus tôt cette année.

Vos points de vue ont été inestimables pour nous aider à comprendre les priorités et les considérations des autorités scolaires et des municipalités alors que nous allons de l'avant avec l'adoption du nouveau modèle de propriété des écoles.

Nous sommes heureux de vous faire parvenir les ressources suivantes :

- **Rapport Ce que nous avons entendu – Anglais_Français**
- **Foire aux questions (FAQ) – Anglais_Français**

Si vous avez d'autres questions ou si vous désirez formuler des commentaires supplémentaires, veuillez envoyer un courriel à l'adresse INFRA.Policy@gov.ab.ca.

Nous vous remercions encore une fois de votre temps, de votre engagement et de vos commentaires judicieux dans le cadre de ce travail important.

Jessica Carlson
Chief Operating Officer/Assistant Deputy Minister
Infrastructure

Classification: Protected A

FREQUENTLY ASKED QUESTIONS

Ownership Changes

1. What are the key changes to ownership roles and responsibilities under Bills 50 and 51?

A: Bills 50 and 51 introduce a shift in ownership and governance of new and replacement school real property. Under Bill 51, the *Education Amendment Act, 2025*, legal ownership of new or replacement school sites approved for funding in Budget 2025 and onward will transfer to the Crown, represented by the Minister of Infrastructure, following a written notice of transfer and the expiry of a 45-day notice period. Upon transfer, school jurisdictions will be offered a leasehold interest from Infrastructure.

Bill 50 supports these changes by aligning the *Municipal Government Act* with this new ownership model, allowing for the removal of special land-use restrictions (reserve designations) when school lands are transferred to the Crown. Together, these legislative changes consolidate provincial ownership of new school infrastructure to improve oversight, asset management, and long-term planning, while maintaining school board responsibility for educational programming and day-to-day operations.

Legal ownership of the land and property will be transferred to Infrastructure, but the operations and maintenance will remain with the school's jurisdiction.

2. What is considered a “new” or “replacement” school under this model?

A: Bill 51 defines a “new” or “replacement” school project as one that involves building a completely new school facility, replacing an old school with a new building, or repurposing an existing non-school building for use as a school. It also includes any site preparation work needed to support these activities. Any new or replacement school projects announced under the Alberta School Construction Accelerator Program (SCAP), will also fall under this ownership framework.

Projects that only involve renovations, maintenance, additions, structural upgrades, or building access roads are not considered new or replacement schools under this definition and are not included in the new ownership model.

3. What is considered “new school real property” under the new ownership model?

A: As defined in Bill 51, “new school real property” refers to a parcel of land for which a fee simple interest is held, as recorded on the certificate of title issued under the *Land Titles Act*. This applies specifically to land associated with an “approved new school project”. Only these parcels are subject to the provincial ownership and leasing model. Land associated with modernization or maintenance projects is not included.

4. How will the new ownership model apply to replacement schools?

A: Replacement schools approved in Budget 2025 or later are included in the new ownership model. The associated real property, including land and buildings, will transfer to the Crown

under Bill 51. The school jurisdiction will continue to operate the school under a lease from Alberta Infrastructure. If a replacement school is built on a new or subdivided site, only the portion used for the new school will transfer.

5. How are additions and modernization impacted by the changes?

A: Additions or modernizations to existing schools that are not part of a replacement project are not subject to an ownership transfer. Ownership and governance of these existing sites will remain with the current landowner (typically the school jurisdiction or municipality).

6. Will existing schools or previously approved projects be affected by this change?

A: No. Existing schools and school projects approved before Budget 2025 will continue under the current ownership structure. Projects that received planning or design approval as part of Budget 2024 or earlier will continue under the existing ownership structure.

7. How does the new ownership model apply to replacement schools, especially when they are co-funded or enhanced?

A: If a project qualifies as a replacement school and is announced through Budget 2025 or later, Alberta Infrastructure will take ownership of the land and buildings, including co-funded enhancements (e.g., larger gyms, specialized spaces). School jurisdictions and municipal partners may retain operational or sublease agreements for shared-use components, but the legal title will transfer to the Crown under Bill 51.

8. What parts of a school site will the province own, and what will stay under local control?

A: The legislation enables Alberta Infrastructure to own all designated school real property for new or replacement schools funded from Budget 2025 onward. This includes land, buildings, parking lots, playgrounds, and playing fields. However, Infrastructure will not own recreational facilities that existed previously or are newly built but separate from school property. Infrastructure will also not assume ownership of buildings or facilities outside the designated school real property, such as standalone administration offices or storage sheds. Infrastructure leases only to school jurisdictions; any third-party use (e.g., municipal offices) must be arranged through subleases managed by the school jurisdiction.

9. Why is school ownership not retroactive and only applied on a go forward basis?

A: The approach minimizes disruption to ongoing school operations and facilitates a smoother transition to centralized real property ownership.

10. How will the land transfer process work under the new model?

A: Under Bill 50 and Bill 51, land ownership officially transfers to the Crown (represented by Infrastructure) for new or replacement school projects approved in Budget 2025 or later, generally during the design phase once site readiness is confirmed. No significant changes to timelines are anticipated. Existing municipal processes for subdivision, servicing, and zoning remain in place. Once the site is ready, ownership transfers to the province.

11. What happens with land that is currently designated as Municipal and School Reserve (MSR), School Reserve (SR), or Municipal Reserve (MR)?

A: When Infrastructure is transferred ownership of school property built on MSR, SR, or MR lands, the reserve designation will be removed from the land title. This change is enabled by amendments in Bills 50 and 51 to support provincial ownership of new school infrastructure.

12. How does the transfer process apply to board-owned land or third-party holdings?

A: If the land for a new or replacement school is owned by a school board or a third party (e.g., municipality or developer), it must be transferred to Infrastructure within 45 days of the written notice being received. The school board will then operate the school under a lease from the province. It is important to note that the legislation does not specify the source of the transfer; it simply refers to the “owner.” This means transfers could occur from a school board, municipality, or other legal owner, depending on the circumstances.

13. Will Infrastructure be responsible for the cost of repairs and maintenance given that they own the building and site?

A: The change in ownership in the title of the property is not intended to result in the removal of existing costs or add new costs to school jurisdictions or to Infrastructure. School jurisdictions will continue to be responsible for operations and maintenance, including improvements if required, through existing funding mechanisms such as Operations and Maintenance, maintenance and renewal funding.

Maintenance and Renewal will remain the responsibility of school jurisdictions as outlined in the lease agreement with Infrastructure. Education continuously reviews its funding policies, such as maintenance and renewal funding, to ensure school jurisdictions are equipped with adequate resources to provide a safe, healthy, and thriving educational environment.

14. What safeguards are in place to ensure property remains for educational use?

A: Lease agreements between Infrastructure and school jurisdictions include permitted use clauses, ensuring the site is used for educational purposes. There is no intent to repurpose school properties for non-educational use, and Infrastructure’s role is limited to oversight of assets, not educational programming.

15. Will Infrastructure repurpose a school site for another jurisdiction?

A: Infrastructure leases directly to school jurisdictions. While it retains legal title, the operational use remains with the original school board for the purpose of delivering education. The lease framework reinforces that educational use is prioritized.

16. What is the rationale for this change?

A: Infrastructure will oversee the ownership and leasing of new and replacement school projects, ensuring better strategic use of assets in alignment with broader provincial priorities, strengthening government oversight, and improving strategic planning and resource allocation for school properties. The separation allows Infrastructure to focus on the ownership and leasing of school properties, using its expertise in managing public infrastructure, while school jurisdictions can focus on delivering education and maintaining the schools with their specialized knowledge.

17. Isn't this just a land grab and an attempt to reduce autonomy for school jurisdictions?

A: The new centralized school ownership model under Infrastructure is not a land grab or an attempt to reduce the autonomy of school jurisdictions. Instead, it aims to enhance resource management, transparency, and efficiency in the governance of school properties. School jurisdictions will continue to operate and maintain the facilities for educational services, while Infrastructure handles ownership and leasing of real property, ensuring better oversight and strategic use of government assets to support broader government priorities.

18. What are the responsibilities of school jurisdictions and municipalities regarding school property?

A: School jurisdictions remain responsible for the ongoing operation, maintenance, and use of school facilities, including those on leased land. Municipalities handle land assembly, subdivision, and servicing up to the property boundary prior to transfer. The project delivery process remains unchanged, and school boards continue to participate in design, approvals, and construction oversight. The province will not take on a role in negotiating school reserve land.

19. Who will be responsible for site servicing a school site?

A: Existing site servicing processes and responsibilities remain unchanged. Shared Planning Responsibility: School jurisdictions and municipalities will continue to jointly conduct planning and needs assessments for new school sites. Municipalities will continue to be responsible for coordinating and providing core site servicing amenities such as roads, sidewalks, water, sanitary, storm water infrastructure, power, gas, and telecommunications. Municipalities will also ensure that servicing aligns with land-use plans and community development timelines to support timely school construction. School jurisdictions and/or developers may contribute to site-servicing under specific agreements.

The intention is to maintain existing school site readiness practices, where preparatory steps such as servicing and site development may proceed before title transfer is finalized. Title transfer will continue to be the last step in the process, aligned with existing practices, rather than occurring in advance of site readiness work.

20. How will these changes affect public-private partnership (P3) schools?

A: New and replacement P3 schools will be owned by Infrastructure; however, the leasing agreements may differ from design-build and design-bid-build as P3 projects have a long-term maintenance component.

21. What is the rationale for Infrastructure owning playing fields? We have concerns regarding public access.

A: Going forward, school sites will be owned by the Crown. This includes buildings and all associated land (e.g., playgrounds, playing fields, parking lots), that support educational programming. Through the leasing arrangements and Joint Use and Planning Agreements (JUPAs), it is expected that school jurisdictions will continue to work closely with municipalities

regarding operations and maintenance of playing fields, ensuring all activities remain coordinated and in the public interest.

22. Can a municipality retain ownership of sports fields with Municipal Reserve (MR) designation and lease them to a school?

A: Yes, this is possible, but it requires collaboration with Municipal Affairs to ensure compliance with the Municipal Government Act and any applicable reserve regulations.

23. Would government consider taking playing fields out of the real property school project envelope, allowing municipalities to continue to own, operate, and maintain? This would provide ongoing incentive to invest in the playing field in partnership with school jurisdictions.

A: The new ownership model is not intended to impact current partnerships, JUPAs or impede investment by the municipality or community. It is recognized however that a one-size-fits all approach may not be appropriate in all situations and we will review playing fields being automatically included in the school real property that is transferred to Infrastructure.

Leasing

Leasing Terms Structure Renewal and Termination

1. Will all school authorities have the same lease conditions? How will leases accommodate unique programming needs?

A: Yes. All school authorities, including public, separate, francophone, and charter—will have lease agreements with consistent core terms. These include the type of lease, roles and responsibilities, and lease duration. While the overall structure is standardized, the lease allows for flexibility to support the specific programming and operational needs of each school authority. Leases remain in place as long as the property is required for educational purposes.

2. How long will the lease be when Infrastructure owns a school property?

A: Leases will typically be long-term, structured as land leases. School boards will retain full operational responsibility and receive leasehold title registered under Infrastructure's fee simple title. Further analysis is being conducted on the optimal lease length.

3. Will leases be operating or capital in nature?

A: The intent is to structure leases as operating leases, similar to previous models used with other government properties. The approach has been reviewed with the Auditor General in the past.

4. Can a lease be terminated by Infrastructure?

A: Leases are intended to remain in place as long as the facility is used for educational purposes. Termination may occur only if a school board determines the facility is no longer needed or if it ceases to serve an educational function.

5. Will there be lease payments?

A: Net rent will be set at \$1. These are direct-pay/cost-recovery leases where the school board pays all operating and maintenance costs directly to service providers. No rent is paid to Infrastructure unless it provides additional services.

6. How should lease assets be recorded for accounting purposes?

A: Value for insurance and accounting will be provided upon facility turnover. School boards can use this to record the asset and ensure compliance with accounting standards.

7. Will there be any impact on IMR, O&M, or CMR grants?

A: Funding streams such as IMR (Infrastructure Maintenance and Renewal) and CMR (Capital Maintenance and Renewal) will continue as before, supporting ongoing maintenance and operational needs without change.

8. What happens at the end of a lease term?

A: Leases generally will be renewed as long as the facility continues to be used for educational purposes.

9. For lease-to-own agreements, when and how does title transfer occur? How will leasehold titles be registered relative to Infrastructure's fee simple title?

A: The new model does not include lease-to-own arrangements. Alberta Infrastructure retains full fee simple ownership of school properties. School boards are offered a leasehold interest for the duration of their occupancy, and this leasehold title is formally registered beneath the province's fee simple title on the land title record.

10. How are municipal contributions to joint-use facilities managed?

A: Municipal investments are managed through subleases with school boards. Infrastructure does not lease directly to municipalities, community groups or third-party organisations.

Insurance and Reporting

11. Who is responsible for insurance under the new lease model?

A: School jurisdictions will remain responsible for insuring the parts of the property they occupy and use. The leasehold interest allows school boards to obtain the necessary insurance coverage even though the province owns the property.

12. What types of insurance will school boards need and will there be changes to coverage or insurable value?

A: School boards will continue to maintain insurance similar to current requirements, including general liability, all-risk property insurance for tenant-owned items, boiler and machinery insurance, and coverage for construction or tenant improvements. No significant changes to insurable value calculations or liability coverage are expected at this time.

13. What is the impact on financial reporting?

A: Since leases are structured as operating leases, they will be recorded as expenses. There is no significant change in financial reporting obligations due to the lease structure.

14. Does the leasing model apply to new schools built on existing properties, and what are the typical lease terms and costs?

A: Yes. The leasing model applies to all new schools regardless of the existing ownership status of the property. The leases will be operating leases treated as an expense for accounting purposes, including depreciation. This approach has precedent in other government properties and has been reviewed by the Auditor General.

15. Will there be new reporting or maintenance requirements for school boards under the leasing model?

A: There are no new reporting or cost requirements resulting from the lease model. Current reporting practices remain unchanged; Infrastructure does not receive additional reports due to these leases.

16. Are there any changes to the warranty period on new school builds?

A: No changes are anticipated. Issues arising after the standard one-year warranty remain the responsibility of the school division, managed through their maintenance funding.

Subleasing and Use of Space

17. Can school boards lease parts of their school facilities to third parties (e.g., community groups or associations)?

A: Yes. The master lease between Infrastructure and the school board allows for subleasing. School boards manage these agreements, and any associated revenue remains with them. While the master lease provides a general framework, its terms may be tailored to meet the specific needs of the parties involved. The province does not intend to interfere in the subleasing arrangements between school boards and third parties.

18. Who would be responsible for leases in community schools (e.g., Francophone schools leasing space to community organizations)?

A: The school board, as tenants, would oversee sublease agreements directly. Infrastructure will not be party to such subleases.

19. Will subleases require government approval?

A: No. School boards may enter into subleases without Crown approval. These include agreements with municipalities for facilities like diamond balls or fields.

20. Will school boards need to request permission from Infrastructure to modify schools or undertake major maintenance or recapitalization projects?

A: School boards are required under the *Education Act* to seek Ministerial approval for major modifications or recapitalization projects. These legislative changes under Bills 50 and 51 do not alter that requirement.

21. What happens if municipalities choose not to sublease?

A: School boards will continue to hold leases for school properties and can negotiate subleases with municipalities. If a municipality declines, alternative arrangements may be made. Infrastructure has no role in subleasing.

22. Will municipalities now be responsible for operating and maintaining playgrounds or sports fields?

A: No change is anticipated. Municipalities and school boards may continue their current arrangements through subleases or agreements. Infrastructure is not responsible for direct operations or maintenance of shared use amenities.

23. How will lease agreements address shared-use spaces (e.g., sports fields, community facilities) and subleasing arrangements involving municipalities and third-party partners?

A: Lease agreements under the new model will include provisions to accommodate shared-use spaces such as sports fields and community facilities. While Infrastructure holds ownership, school jurisdictions as leaseholders will have the ability to enter into subleases with municipalities or third-party partners to support ongoing collaborative use.

24. Will Education and Childcare require a different asset retirement obligation treatment for government-owned new schools compared to other recently constructed schools?

A: This question is under review. We are consulting accounting experts to determine appropriate treatment.

25. If a municipality has contributed to capital amenities inside a school, such as joint-use facilities, and the land is transferred to the Province, will the municipality become a lessee for that facility?

A: No. Under the new ownership model, Alberta Infrastructure leases school properties only to school jurisdictions. Municipalities do not become lessees. They may continue to access joint-use facilities through agreements directly with the school board, which holds the lease from the Province. The province is not a party to these subleases or agreements.

Joint Use and Planning Agreements (JUPAs)

1. Will Alberta Infrastructure participate as a party in JUPAs going forward?

A: At present, Alberta Infrastructure is not a formal party to JUPAs; these agreements remain between school boards and municipalities. Infrastructure will monitor developments and may adjust its role as needed based on stakeholder feedback and operational requirements.

2. What happens to existing JUPAs under the new model?

A: Existing JUPAs between school jurisdictions and municipalities will remain in effect. Infrastructure is not currently expected to be a direct party to these agreements. However, there may be opportunities in the future to update or revise JUPAs to align with the new ownership and leasing structure, ensuring continued coordination and partnership between all parties.

3. How will the removal of reserve designation affect JUPAs and maintenance responsibilities?

A: Government of Alberta (GOA) needs to review further with respect to Infrastructure's responsibilities once they become the owner, and how that might impact JUPAs and maintenance of land once the reserve designation is removed.

4. How will the new regulations (if any) affect municipal land ownership under existing JUPAs?

A: We are not anticipating amendments to JUPAs. However, we will continue to monitor how things progress with feedback and comments from stakeholders to determine next steps with respect to Infrastructure's roles and responsibilities in JUPAs, if need be.

5. Can you confirm that school sites will continue to remain open for public access when the province assumes ownership of the entire school site?

A: The ownership change will not alter how school sites are managed currently and how school boards operate the facilities. While the province will own all newly built and replacement schools going forward, the day-to-day operation and maintenance remains as they are.

6. How will changes to ownership impact community groups (e.g., parent societies) who fundraise and manage school playground assets?

A: Ownership of playground equipment and related assets will transfer to the GOA with new schools, but operational maintenance under JUPAs will continue, ensuring municipalities or school boards remain involved in upkeep.

7. Will municipalities remain on the title for jointly owned school sites, especially for playing fields intended for public use?

A: While ownership will transfer solely to the Crown for new and replacement schools. Operations and maintenance responsibilities under JUPAs will continue between school boards and municipalities, including shared use and upkeep of playing fields.

Compensation

1. Will school jurisdictions or municipalities be compensated for land transferred to Infrastructure?

A: At this time, there is no legislative requirement for compensation for land transferred to Infrastructure. However, section 187.1(4)(a) of the Education Amendment Act, 2025 includes a provision that the Minister may pay compensation to the owner transferring land to Infrastructure, as determined by regulation, if any. Any such regulation would also determine the amount payable to the owner. The development of any such regulation would be subject to future government decision-making.

If at the time of transfer, and if there has been no cost incurred, there will be no compensation for transferring the property. If there are special circumstances where there are perceived or actual costs that have been incurred prior to the notice of transfer, we will follow process/policy to determine if compensation will be provided.

2. **Under what conditions might compensation be considered?**

A: If no costs have been incurred at the time of transfer, compensation is not expected. Where there are special circumstances, such as actual costs incurred prior to the notice of transfer, the matter will be reviewed through government policy and process to determine if compensation is appropriate. The development of related regulations is under consideration, though no timelines have been established.

3. **How will Infrastructure gather information to budget for compensation costs, and what role will stakeholders have?**

A: The Ministry of Infrastructure will work with stakeholders, including school jurisdictions and municipalities, to collect relevant data on costs incurred for land or site improvements. Input from stakeholders will help ensure that regulations reflect actual costs and circumstances, but specific processes and timelines for consultation will be set once regulations are finalized

Legislative Changes and Other Amendments

1. **Will existing agreements or school sites need to be changed because of this legislation?**

A: Existing agreements, partnerships and school sites are not affected by the changes in Bills 50 and 51. The new ownership and management model applies to new and replacement school projects approved from Budget 2025 onward. Current school properties and agreements will continue under existing terms unless changes are specifically required in the future.

2. **What is the anticipated date for the regulations?**

A: There is no confirmed timeline for when the regulations will be finalized or come into effect.

3. **How will projects currently underway or funded before the legislation be impacted? Will schools approve under existing programs (e.g., School Construction Accelerator Program) be subject to the new rules?**

A: Projects currently underway or funded before the enactment of Bills 50 and 51 are not subject to the new ownership and leasing model introduced by these bills. School projects approved under budget 2024 and earlier, will continue under existing agreements and governance structures. These projects are exempt from the new provisions, as they were approved prior to the legislation's passage and are not affected by the changes to property ownership and leasing outlined in Bills 50 and 51. Therefore, there is no requirement to alter current agreements or management approaches for these projects.

4. **How are off-site levies and transportation levies affected?**

A: Section 648(1.1) of the *Municipal Government Act* exempts school buildings either owned or leased by school jurisdictions from off-site levies.

Overall Implementation

1. **Under the new real property framework in Bill 50 and Bill 51, do municipalities lose any authority for designating reserve land for school sites?**

A: No. Municipalities retain their authority under the *Municipal Government Act* (MGA) to identify and allocate reserve lands for future school sites in consultation with school boards. Bill 50 does not amend the reserve allocation requirements of the MGA.

2. **Will public access and use of reserve lands be protected?**

A: Public access to amenities such as playgrounds and sports fields may continue through subleasing arrangements with school boards. Infrastructure will not restrict access, but municipalities and school boards must negotiate continued shared use.

3. **As jurisdictions adjust to the new ownership model, what kinds of transition supports—technical, or otherwise will be available to help ensure smooth implementation?**

A: We are working on processes and documents to support implementation, and Infrastructure, Education and Childcare and Municipal Affairs will continue to work closely together as everything is rolled out. If you have a new school project approved under Budget 2025 or later, Infrastructure will work directly with you throughout the process. If you have additional questions or concerns that were not addressed at the session, please reach out to us by email address infra.policy@gov.ab.ca.

4. **How does the province plan to respond to stakeholder concerns about specific or diverse situations under the new model?**

A: We recognize that a one-size-fits-all approach may not be appropriate for all circumstances. These unique circumstances are actively being reviewed as part of the implementation process. The concerns and issues raised have been noted and are actively being examined to identify any gaps or necessary adjustments. As this review progresses, we will continue to update stakeholders and provide guidance accordingly.

What We Heard

Stakeholder Consultation Sessions

Real Property Governance: K-12 School Ownership Changes -
Infrastructure/ Education and Childcare/ Municipal Affairs

Contents

Background and Context	3
Framework of Stakeholder Sessions	3
Purpose.....	3
Virtual Stakeholder Sessions.....	4
Education and Childcare Stakeholder Session - May 29, 2025.....	4
Municipalities Stakeholder Session - June 12 (and July 3, 2025).....	4
Follow Up Survey Responses.....	4
What We Heard - Key Themes and Insights	4
Ownership Changes	5
New Ownership Model.....	5
School and Municipal Reserve Designations and Land Allocation	6
Playgrounds and Playing Fields/Sports Fields	7
Leasing	8
Master Lease and Sub-Lease	8
Legislative and Other Amendments	8
Joint Use and Planning Agreements (JUPAs).....	8
Off-Site Levies	9
Public Hearings.....	9
Other	9
Conclusion	10
Next Steps	10

Background and Context

Bill 50 *Municipal Affairs Statutes Amendment Act, 2025*, and Bill 51 *Education Amendment Act, 2025*, received royal assent on May 15, 2025, enabling the province to own all new K-12 real property related to new or replacement school projects. The real property includes land, buildings, playgrounds, sports fields, and parking lots. New schools also include buildings that are repurposed as new schools. The legislation will take effect for projects announced in Budget 2025 and onwards.

Infrastructure will assume ownership of all new and replacement K-12 school real property and then lease the property to school jurisdictions (including public, separate, francophone, and charter schools) for operation and maintenance. The transfer of ownership will occur once provincial funding to design and/or build the school is secured, and written notice is provided by the Minister of Infrastructure.

Infrastructure will be responsible for overseeing the transfer of ownership and managing leasing of these properties, ensuring better oversight, transparency, and strategic use of assets in alignment with broader government priorities. The separation of ownership and operations allows Infrastructure to use its expertise in real estate, construction, and managing public infrastructure, allowing school jurisdictions to focus on delivering education and maintaining the schools with their specialized knowledge.

Through discussions with impacted stakeholders¹, Infrastructure is seeking to support better effective and efficient implementation of the new ownership model. While Infrastructure will own school real property, school jurisdictions will continue to be responsible for the operation and maintenance of the properties through a leasing arrangement.

Framework of Stakeholder Sessions

Purpose

In spring 2025, the ministries of Infrastructure, Education and Childcare, and Municipal Affairs conducted virtual stakeholder engagement sessions with impacted education and municipal stakeholders. The purpose of these sessions was to provide stakeholders with information regarding changes in ownership and leasing arrangements and clarify the respective roles and responsibilities of all parties involved. Dialogue at the sessions was intended to provide Infrastructure, Education and Childcare, and Municipal Affairs with a better understanding of the potential impacts and considerations for implementation of the new ownership model.

Infrastructure hosted and facilitated the stakeholder engagement sessions with support from Education and Childcare, and Municipal Affairs. The sessions focused on:

- Ownership Changes
 - The Crown is enabled to own K-12 schools
 - Future planning and reserve designations
 - Written notice of transfer

¹ First Nations reside on federal Crown land and Metis Settlements are governed by the Metis Settlements General Council under the Metis Settlements Act, which provides for autonomy and self-governance, including the management and ownership of land. Their K-12 school real property is not subject to the GOA Real Property Governance or *Real Property Governance Act*.

- Scope of ownership
 - Partnership/shared ownership considerations and municipal interests
- Leasing
 - Insurance and liability
 - Joint usage
 - Subleases
- Legislative and Other Amendments
 - Amendments to the *Municipal Government Act* and *Education Act* enable the change in ownership
 - Joint Use and Planning Agreements (JUPAs)
 - Compensation
- Implementation
 - To ensure seamless implementation with no impact to educational programming, thorough input was required from stakeholders.

Virtual Stakeholder Sessions

Infrastructure hosted virtual stakeholder engagement sessions via Zoom, supported by Education and Childcare and Municipal Affairs, who provided both the invite list of impacted stakeholders and subject matter expertise to support the sessions. As mentioned, the purpose of the sessions was to share the legislative amendments and discuss potential impacts to implementation. Due to the volume of attendees, two separate sessions were held, one for Education and Childcare stakeholders and one for Municipal Affairs stakeholders. A duplicate, third session was held for a subset of municipal stakeholders due to scheduling challenges.

Following each session, a follow up survey was emailed to attendees providing them with an opportunity to share additional implementation considerations that were either not raised at the session, or where they wished to provide additional information or context. The surveys were open for two weeks.

Education and Childcare Stakeholder Session - May 29, 2025

260 representatives from school boards and associations across Alberta were invited to the stakeholder session with approximately 162 attendees.

Municipalities Stakeholder Session - June 12 (and July 3, 2025)

Nearly 400 representatives from municipalities and associations across Alberta were invited to the stakeholder session with about 100 attending.

Follow Up Survey Responses

A total of 45 survey responses were received: 16 responses from Municipal Affairs stakeholders and 29 responses from Education and Childcare stakeholders.

The survey responses provided following the stakeholder sessions have been integrated into this document in the “Key Themes and Insights” section. Stakeholder responses provided valuable input that helped identify priorities and concerns.

What We Heard - Key Themes and Insights

Participants shared a range of perspectives on Real Property Governance: K-12 School Ownership changes. Presented below are the collective key observations and concerns that

stakeholders raised with respect to each theme discussed during the stakeholder consultation session.

Disclaimer:

- The terms ‘playing fields’ and ‘sports fields’ are used interchangeably and are intended to convey the same meaning. Both refer to outdoor areas designated for athletic and recreational activities.
- Stakeholder questions, comments, and key discussion points have been summarized to reflect key themes and insights. While every effort has been made to accurately represent the perspectives shared, individual responses are not captured verbatim. The summaries provided are intended to convey the overall sentiment and high-level viewpoints expressed during the engagement process.
- Questions about the *Real Property Governance Act* (RPGA) are not included within this document as it was out of scope for these stakeholder consultation sessions. However, Infrastructure has retained them.

Ownership Changes

New Ownership Model

What We Heard
Stakeholders expressed an interest in:
A clear rationale behind the ownership changes of K-12 schools’ real property and the problem it aims to address. <ul style="list-style-type: none"> • Stakeholders pointed out they feel as if they now have reduced autonomy in long-term planning for school sites, and there is a perception this is a land grab from the province and provides no benefit to Albertans.
Earlier engagement in policy discussions versus only being engaged at the implementation stage.
Preserving municipal land use authority and the ability to determine permissible land use. <ul style="list-style-type: none"> • Stakeholders are concerned that if municipal school reserve (MSR) land remains undeveloped and not designated for a school project, it will be transferred to the province. • Also concerned about whether the entire parcel of land will need to be transferred to Infrastructure even if the school site itself is smaller. • The public will be concerned about loss of green space in the future if site is no longer needed for a school.
Clarity around compensation given both Bill 50 <i>Municipal Affairs Statutes Amendment Act, 2025</i> , and Bill 51 <i>Education Amendment Act, 2025</i> , do not indicate what the compensation to school jurisdictions or municipalities will be if costs were incurred prior to transfer to Infrastructure.
Clarity on whether stakeholders will retain a role in shaping school design and size, or if Infrastructure will be leading this process with accompanying guidance.
Certainty on how the province will own the land while municipalities build, maintain, and modify playgrounds and sports fields, and what happens if a municipality withdraws from these responsibilities.
Any planned changes to the naming process of schools.
Which school projects are subject to the new legislation. <ul style="list-style-type: none"> • Are the schools that are approved through the Alberta's School Construction

<p>Accelerator Program included?</p> <ul style="list-style-type: none"> Clarification on whether new and replacement schools, and non-school facilities such as administrative buildings and bus garages are subject to the new ownership model.
Clarity on whether the new ownership model impacts the Grants in Place of Taxes (GIPOT) program.
Any changes envisioned to the warranty period on new school builds.
Clarification on whether the province has implemented mechanisms to account for the rising costs associated with an expanding infrastructure portfolio.

School and Municipal Reserve Designations and Land Allocation

What We Heard
Stakeholders expressed an interest in:
<p>Designations related to Municipal Reserve (MR), School Reserve (SR), or Municipal and School Reserve (MSR) designations and impacts related to capital planning, subdivision, timing of transfer of real property to the Crown, site servicing, and transfer of title.</p> <ul style="list-style-type: none"> Municipalities have traditionally owned, operated, and maintained sports fields with MSR/MR designations and wonder why the government would now wish to own it. School projects build on land with no MR, SR, or MSR designation. Stakeholders inquired who pays the costs of subdivision. If the government owns playgrounds and playing fields, municipalities commented there is no longer an incentive to make significant investment when they no longer own or control the land. Municipalities may quietly attempt to block transfer of sports fields through further subdivision, zoning of land, or not sub leasing sports fields for operation and maintenance. This may hinder cooperative long-term planning for school sites. Clarification regarding subdivision of the land parcels for school and playgrounds. When approving the subdivision, municipalities need to provide separate access and access restrictions to/for the subdivided parcels, which may result in separation of schools from the playground and recreation facilities. Municipalities also lose the ability to have the land transferred back to them once a school jurisdiction no longer has a program use for it in the future.
<p>Incentives for municipalities to provide MR, MSR, or SR land for school sites if they will not own the land.</p> <ul style="list-style-type: none"> Without incentives, there may be less inclination to allocating reserve lands for schools, so they can retain ownership.
Process for Infrastructure to change the minimum percentage of reserve land allocated for school sites.
School jurisdictions agree sites need to be fully serviced (stripped, graded, and utility ready) before title transfer; however, expressed concern that municipalities and developers may deprioritize site servicing, which may delay a school building project.
<p>The mechanisms around the transfer of the land to Infrastructure.</p> <ul style="list-style-type: none"> Education and Childcare stakeholders indicated a preference for land transfers to be dealt with directly between municipalities and Infrastructure.
The status of past municipal restrictive covenants on land transferred to school boards and how that would be impacted with the new ownership model.
How the process for any major modification, maintenance repairs, or recapitalization projects would work.
If there will be potential for joint ownership.

<ul style="list-style-type: none"> • E.g., A school board with a private investor and/or municipality where the investor or municipality are contributing the capital amenities.
There are instances where school jurisdictions receive donated land to build a school. How would restricted donations be transferred to Alberta Infrastructure?
<p>Documents the province needs to be aware of:</p> <ul style="list-style-type: none"> • Area Structure Plan application process and related agreements • Area Redevelopment Plan application process and agreements • Development agreements • Subdivision Servicing agreements • Subdivision application process • Neighborhood plans • Master planning for recreation and open space amenities • Use agreements with local non-profit and sports associations

Public-Private Partnership

What We Heard
Stakeholders expressed an interest in:
<p>Clarification on whether the P3 model includes offering nominal below-market leases to operators, and whether these leases are intended to be leveraged for financing purposes.</p> <ul style="list-style-type: none"> • If so, there are concerns about how the municipality and school board would be protected in the event of insolvency or bankruptcy of the P3 partner, particularly regarding continued access to the site. • The province should consider the site's land use restrictions and reserve designation may limit its market value.

Playgrounds and Playing Fields/Sports Fields

What We Heard
Stakeholders expressed an interest in:
Ownership related to playgrounds and playing fields and requested consideration be given to only transferring the school building envelope (i.e., school building(s), parking lot).
<p>Lost incentive for municipalities to use their funds (municipal reserve funds, parent/community investments) to build playgrounds.</p> <ul style="list-style-type: none"> • Stakeholders noted that the province's \$250,000 playground funding covers only a small portion of costs, with municipalities often investing millions in related park infrastructure. They seek clarification on whether the province plans to expand funding to fully support playgrounds, sports fields, and trails for new schools.
Community access to playing fields and playgrounds will be affected for charter schools that have unique programming that may not always be accessible to the public.
Clarity regarding subdivision of the land parcels for school and playgrounds. When approving the subdivision, municipalities need to provide separate access and access restrictions to/for the subdivided parcels, which may result in separation of schools from the playground and recreation facilities.
In the absence of appropriate incentives, municipalities may choose to limit the transfer of sports fields by means such as restricting further subdivision, implementing specific zoning measures, or opting to not sublease fields for ongoing operation and maintenance.

Community integration into parks, playgrounds, and recreational amenities is considered best practice and is an expectation by Albertans.

Leasing

Master Lease and Sub-Lease

What We Heard
Stakeholders expressed an interest in:
Clarity regarding master leases and sub-leases: <ul style="list-style-type: none"> • Terms of the master lease and sub-leases • Duration of the lease term, as well as grounds to terminate a lease between Infrastructure and school boards • Dispute resolution mechanism for the master lease and sub-leases • Whether sub-leases require approval from the Crown • Whether there be a consultation process with the community once the lease of a school board ends • Costs for the lease between Infrastructure and school boards
Challenges related to current and future schools share joint-use sites or in rural areas with multi-use facilities, creating complexity in ownership and operational responsibilities.
Clarity on the nature of leases, operating vs. capital: <ul style="list-style-type: none"> • If the lease is operating, it affects the school boards' cash flow
Clarification on the continuation of Maintenance and Renewal, and Capital Maintenance and Renewal grants.
Continuation of operations and maintenance grants, and whether lease funding is restricted to leased buildings, or if it can be combined with other operation and maintenance funds.
Clarification if there will be reporting for maintenance requirements.
Questions raised concerning the delineation of insurance responsibilities in the lease agreement, including asset coverage, and liability in the event of accidents or emergencies.
Requested guidance on how the new ownership model and post-lease will be reflected in their financial statements, including any new accounting requirements.
Collaboration with the Auditor General and external auditors to ensure that lease agreements align with their expectations.
Clarification on whether charter schools will be subject to the same lease conditions as public and separate school boards, with consideration given to accommodating their unique programming needs.
Risks related to a school being identified as underutilized and being reassigned by Infrastructure to another school board once a lease ends.
Municipal financial contributions toward upsizing school gymnasiums that intended to support broader community use. If lease agreements with school districts are terminated, the future of community access becomes uncertain, potentially resulting in a loss of taxpayer investment.
Clarification on when a school board's leasehold interest is registered in cases where the municipality initially owns the site.

Legislative and Other Amendments

Joint Use and Planning Agreements (JUPAs)

What We Heard

Stakeholders expressed an interest in:
The need for JUPAs deadline to be extended due to the new ownership changes. <ul style="list-style-type: none"> The deadline to submit school board and municipality JUPAs to Municipal Affairs was previously extended to June 10, 2026.
Clarification if Infrastructure will be a part of JUPAs.
A change in ownership may impact how JUPAs are drafted and support in re-draft would be helpful.
JUPAs do not apply to land without an MR, MSR, or SR designation. Reserve designation will dissolve upon transfer to Infrastructure.

Off-Site Levies

What We Heard
Stakeholders expressed an interest in:
Who will be responsible for off-site infrastructure costs (e.g., road upgrades and servicing extensions).
How sites are exempted from levies, particularly in cases where, for example, a municipality uses transportation levies at subdivision. <ul style="list-style-type: none"> Municipalities wondered if they must amend their off-site levy bylaws as a result.
Whether offsite levies can still be applied at the subdivision stage, even if a school is later announced and exempted at the Development Permit stage.

Public Hearings

What We Heard
Stakeholders expressed an interest in:
Requirements for public hearings when land parcels change reserve designation. Reserves are particularly important to the public because they are limited in what uses are allowed.
Adequate public consultation when a site is no longer required for school use and community may lose green space if redeveloped.

Other

What We Heard
Stakeholders expressed an interest in:
An opportunity to review and provide input into the development of the regulations and a timeline for when regulations are expected to be finalized.
Analysis and compliance of the new ownership structure with the Public Sector Accounting Standards.
Joint consultation sessions with municipal representatives, board chairs, and superintendents.
More resources so stakeholders can better understand the changes.
Clear and transparent processes for the new school ownership model, including future repurposing are essential, particularly for smaller municipalities, which may lack the dedicated land titles and legal resources needed to support additional administrative and legal work. Without adequate support, this could delay lease reviews, negotiations, and title transfers, requiring careful prioritization of limited municipal resources.
Certain municipal policies and procedures would no longer apply to school and park sites transferred to the Government of Alberta. There are concerns about continuance in

maintenance and delivery.

Conclusion

The stakeholder engagement sessions and follow-up surveys provided valuable insight into the perspectives and priorities of school jurisdictions and municipalities with respect to the implementation of the new K–12 school ownership model.

Feedback highlighted key considerations related to land ownership and reserve designations, leasing arrangements, compensation, joint use, and the need for clear roles and responsibilities. Stakeholders expressed a strong interest in ongoing communication and involvement, particularly in the development of regulations, leases, and supporting processes. The input received to date, as well as that received through ongoing discussions with stakeholders, will help inform implementation and guide future policy and regulatory development.

Next Steps

This document is intended to ensure the concerns and questions are reflective of the discussion and information provided via the Q&A in Zoom as well as the follow-up survey responses. It is circulated only for validation by the stakeholders. Work is also underway in collaboration with Service Alberta and Red Tape Reduction on a land titles transfer process that meets the legislated transfer requirements.

Stakeholders were requested to review the “What We Heard – Key Themes and Insights” section of this document to ensure its accuracy, completeness, and relevance during the stakeholder consultation session(s).

Infrastructure, in collaboration with Education and Childcare and Municipal Affairs, is committed to supporting a smooth transition that maintains continuity in educational programming and promotes effective use of public assets. Further updates will be shared as implementation proceeds.

AR 31881

September 4, 2025

Village of Donalda
assistantcao@village.donalda.ab.ca

Thank you for your August 14, 2025, email to the Honourable Mike Ellis, Minister of Public Safety and Emergency Services, regarding harassment of government employees. As the Assistant Deputy Minister and Director of Law Enforcement, of the Public Security Division, I appreciate the opportunity to respond and provide the following information on behalf of the Minister.

It is important to clarify that the Government of Alberta (GoA) does not have the authority to investigate crime or direct police operations. If the individual's behaviour involves threats, harassment, intimidation, or stalking, I encourage you to contact the Bashaw Royal Canadian Mounted Police (RCMP) at 780-372-3593 to discuss these concerns.

If the individual's actions do not meet the criminal threshold but are still causing reputational harm and or workplace disruption, please note that the GoA cannot provide legal advice to private individuals or in any way, direct or otherwise, intervene in any private legal matter. However, you may wish to consider applying for an order in the Court of King's Bench. More information on the different types of restraining and protection orders are available at <https://www.alberta.ca/restraining-protection-orders>.


If you require assistance with court forms, the department of Justice provides a range of resolution and court supports. Resolution Services staff assist Albertans who represent themselves in civil and criminal cases learn about general court procedures and access legal information. They also offer support with selecting correct forms and provide referrals to legal representation available through various non-profit agencies. All services are provided without charge and can be accessed from any location in Alberta. More information on services available and contact information, can be found on the Court and Justice Services website at: <https://www.alberta.ca/court-and-justice-services.aspx>.

You may also wish to discuss this matter with a lawyer. If you do not have a lawyer, the Law Society of Alberta (LSA) offers an online search tool, the Lawyer Directory, to help you find a lawyer quickly and easily. The directory includes contact information for more than 10,000 lawyers in Alberta and can be searched by name, city or town, practice area, languages spoken and more. Information on the Lawyer Directory can be found online at www.lawsociety.ab.ca/public/findalawyer. Additional resources for finding legal help are available online at <https://www.alberta.ca/legal-supports-and-assistance>.

If you have any further questions on this matter, you can call the Court and Justice Services (CJS) Contact Centre for help. This province-wide call centre provides a single point of contact for Albertans who require assistance with their legal matters. CJS Contact Centre advisors can assist callers with available services, referrals to appropriate external agencies, specific questions related to their court matters, and more. The Contact Centre is open Monday to Friday (closed statutory holidays), 8:15 a.m. -- 4:30 p.m. and can be reached toll-free at 1-855-738-4747.

Thank you for taking the time to write and share your concerns. I hope this information will be of assistance to you.

Sincerely,


C.M. (Curtis) Zablocki, O.O.M.
Assistant Deputy Minister
Director of Law Enforcement



Stettler District Ambulance Association

Box 1270
6602 – 44 Avenue
Stettler, Alberta T0C 2L0
Ambulance Bay: 403.742.8604
Admin: 403.742.4441

August 27, 2025

Melanie Veale
Chief Administrative Officer
Village of Donalda
PO Box 160
Donalda, AB, T0B 1H0

Dear CAO Veale,

RE: SDAA Agreement - Member-at-Large

During the March 10, 2025, Stettler District Ambulance Association meeting, the Board proposed the addition of a second Member-at-Large. Under the current SDAA agreement, the Board has approved one Member-at-Large (Patient and Family Advocate). Mr. David Guba was appointed to the position for a four-year term, beginning in 2022.

In order for the SDAA Board to appoint a second Member-at-Large, the current SDAA Agreement would need to be amended. Any amendment to the Agreement requires the approval from all of the member municipalities. As well, under the current agreement, a Member-at-Large is appointed for a four-year term. They are a full-voting member of the Board and any compensation is at the cost of the Stettler District Ambulance Association.

Would your municipality be in-favor of amending the SDAA Agreement to include the option for a second Member-at-Large?

Sincerely,

Yvette Cassidy
Chief Administrative Officer

cao@village.donalda.ab.ca

From: Heather <hmtmerch@syban.net>
Sent: September 10, 2025 9:07 AM
To: cao@village.donalda.ab.ca
Subject: Donalda Community Promotion Society and float

Morning Melanie

Donalda Community Promotion Society would like to put forth a plan with our Parade Float a proposal where the Village Office and Donalda Community Promotion Society work together to promote Donalda by asking for a Village Employee, Councilor, or Administration drive the Village Truck to local Parades

Stettler July 1, Donalda July 1, Bashaw Hometown Days in August,

Heather Taylor
President
Donalda Community Promotion Society