



TOWN OF CASTOR AGENDA
REGULAR COUNCIL MEETING
Monday, February 9th, 2026

The regular meeting of the Council of the Town of Castor will be held in the Town of Castor Council Chambers on Monday, February 9th, 2026 starting at 7:00 p.m.

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA
3. ADOPTION OF THE PREVIOUS MINUTES
 - a. Regular Meeting: January 26th, 2026
4. PUBLIC HEARING
5. DELEGATION
 - a. RCMP Coronation Detachment – Sgt. Jeremy Houle
6. FINANCIAL REPORTS
7. CORRESPONDENCE
8. BUSINESS
 - a. RFD – Plan 8387 T; Block 7; Lots 1 – 5 – Tax Penalty Relief
 - b. RFD – Candy Crush Tournament
 - c. RFD – Quality Management Plan – Gas System
 - d. RFD – Castor Halkirk Community Van Society – Garage
 - e. RFD – Castor Halkirk Community Van Society – Administrative Appointment
 - f. RFD – Golf Course Stay and Play Program
 - g. RFD – Closed Session Transparency
 - h. RFD – Castor and District Family and Community Support Services
9. BYLAWS
10. COMMITTEE REPORTS
 - a. Council Reports
 - b. CAO Report
11. CLOSED SESSION
 - a. Access to Information Act, S.A. 2024 Chapter A – 1.4: Part 1, Division 2, Section 26 (1) (ii) – Disclosure harmful to intergovernmental relations

12.ADJOURNMENT

**TOWN OF CASTOR
REGULAR COUNCIL MEETING MINUTES
TOWN OF CASTOR COUNCIL CHAMBERS
Monday, January 26th, 2026**

The regular meeting of the Council of the Town of Castor was held at the Town of Castor Council Chambers on Monday, January 26th, 2026, commencing at 7:00 p.m.

IN ATTENDANCE

Mayor Trudy Kilner
Deputy Mayor Brenda Hepp
Councillor Chad Gilchrist
Councillor Gwen Kleinschroth
Councillor Don Sisson
Councillor Matthew Sumegi
Councillor Brenda Wismer

Donna Rowland, CAO

ABSENT
CALL TO ORDER

The meeting was called to order by Mayor Kilner at 7:00 p.m.

ACCEPTANCE OF
AGENDA

Res. No. 026/26

MOVED by Councillor Sisson to strike item Business c. RFD – Closed Session Transparency and to add the item to the February 9, 2026 agenda package.

CARRIED

Res. No. 027/26

MOVED by Councillor Hepp to accept the agenda as presented with the addition of Closed Session b. Access to Information Act, S.A. 2024 Chapter A – 1.4: Part 1, Division 2, Section 26 (1) (ii) – Disclosure harmful to intergovernmental relations.

CARRIED

ADOPTION OF
MINUTES

Res. No. 028/26

MOVED by Councillor Gilchrist that the minutes of the Regular Meeting of Council held on January 12, 2026 be adopted as presented.

CARRIED

PUBLIC
HEARING

DELEGATION

FINANCIAL REPORTS

Res. No. 029/26

MOVED by Councillor Sisson that the Gas Reconciliation ending December 31st, 2025 be accepted as presented.

CARRIED

Res. No. 030/26

MOVED by Councillor Wismer that the Water Reconciliation ending December 31st, 2025 be accepted as presented.

CARRIED

CORRESPONDENCE

Res. No. 031/26

MOVED by Councillor Sumegi that the CARE be filed as information.

CARRIED

Res. No. 032/26

MOVED by Councillor Kleinschroth that Administration correspond with ATCO to set a date for the meeting.

CARRIED

Res. No. 033/26

MOVED by Councillor Gilchrist that the letter with the Winterfest history be filed as information.

CARRIED

Res. No. 034/26

MOVED by Councillor Sisson that a letter supporting the Village of Forestburg’s request for Alberta Electoral Boundary changes be sent.

CARRIED

BUSINESS

Res. No. 035/26

MOVED by Councillor Kleinschroth that Council uses Secret Ballot voting for the appointment of a member of Council to the FedGas and that the Secret Ballots are destroyed after said vote.

CARRIED

Mayor Kilner called for nominations for the FedGas appointment.

Councillor Sisson nominated Councillor Hepp.

Councillor Hepp accepted the nomination.

Mayor Kilner called for nominations a second time.

Mayor Kilner called for nominations for a third and final time.

Councillor Hepp was appointed to the FedGas.

Res. No. 036/26

MOVED by Councillor Sumegi that the ABMunis’ 2026 Spring Municipal Leaders Caucus be filed as information.

CARRIED

Res. No. 037/26

MOVED by Councillor Hepp that the Snow Removal and Ice Control Policy amendments be accepted as presented.

CARRIED

BYLAW

COMMITTEE REPORTS

Res. No. 038/26 MOVED by Councillor Kleinschroth that the Council Reports be accepted as information.

CARRIED

Res. No. 039/26 MOVED by Councillor Wismer that the SMT Reports be accepted as information.

CARRIED

Res. No. 040/26 MOVED by Councillor Gilchrist to accept the CAO Report for information.

CARRIED

CLOSED SESSION

Res. No. 041/26 MOVED by Councillor Sisson that Council convene in closed session at 7:45 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 26 (1) (ii).

CARRIED

Present: 7 – Mayor Kilner, Councillor Gilchrist, Councillor Hepp, Councillor Kleinschroth, Councillor Sisson, Councillor Sumegi and Councillor Wismer.

Administration: Donna Rowland, CAO

Mayor Kilner recessed the session at 8:25 p.m.

Mayor Kilner reconvened the session at 8:29 p.m.

Res. No. 042/26 MOVED by Councillor Kleinschroth that Council revert to regular meeting session at 8:59 p.m.

CARRIED

ADJOURNMENT

Mayor Kilner adjourned the meeting at 9:01 p.m.

These minutes approved this 9th day of February 2026.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

****These minutes are "draft" only and are subject to Council approval.*

DRAFT



Coronation Provincial Detachment Crime Statistics (Actual) October - December: 2021 - 2025

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

January 13, 2026

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	0	2	1	0	-100%	-100%	-0.1
Other Sexual Offences		0	0	0	1	0	N/A	-100%	0.1
Assault		5	22	5	7	3	-40%	-57%	-1.9
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	1	1	0	0	N/A	N/A	-0.1
Criminal Harassment		1	3	1	0	0	-100%	N/A	-0.5
Uttering Threats		5	3	1	1	0	-100%	-100%	-1.2
TOTAL PERSONS		12	29	10	10	3	-75%	-70%	-3.7
Break & Enter		19	12	6	16	2	-89%	-88%	-3.0
Theft of Motor Vehicle		8	3	2	5	2	-75%	-60%	-1.0
Theft Over \$5,000		7	4	4	5	0	-100%	-100%	-1.3
Theft Under \$5,000		20	17	6	10	1	-95%	-90%	-4.5
Possn Stn Goods		12	0	5	7	1	-92%	-86%	-1.5
Fraud		17	5	7	17	5	-71%	-71%	-1.2
Arson		2	1	0	0	0	-100%	N/A	-0.5
Mischief - Damage To Property		26	20	13	14	3	-88%	-79%	-5.2
Mischief - Other		5	10	13	11	1	-80%	-91%	-0.7
TOTAL PROPERTY		116	72	56	85	15	-87%	-82%	-18.9
Offensive Weapons		2	3	0	1	0	-100%	-100%	-0.6
Disturbing the peace		0	2	1	2	1	N/A	-50%	0.2
Fail to Comply & Breaches		8	4	7	3	3	-63%	0%	-1.1
OTHER CRIMINAL CODE		3	1	2	6	0	-100%	-100%	-0.1
TOTAL OTHER CRIMINAL CODE		13	10	10	12	4	-69%	-67%	-1.6
TOTAL CRIMINAL CODE		141	111	76	107	22	-84%	-79%	-24.2



Coronation Provincial Detachment Crime Statistics (Actual) October - December: 2021 - 2025

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

January 13, 2026

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	1	N/A	N/A	0.2
Total Drugs		0	0	0	1	1	N/A	0%	0.3
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	2	0	1	0%	N/A	0.0
TOTAL FEDERAL		1	0	2	1	2	100%	100%	0.3
Liquor Act		1	1	4	1	0	-100%	-100%	-0.2
Cannabis Act		0	0	0	1	0	N/A	-100%	0.1
Mental Health Act		9	7	6	10	5	-44%	-50%	-0.5
Other Provincial Stats		25	24	21	38	49	96%	29%	6.2
Total Provincial Stats		35	32	31	50	54	54%	8%	5.6
Municipal By-laws Traffic		1	0	0	1	4	300%	300%	0.7
Municipal By-laws		2	4	2	4	10	400%	150%	1.6
Total Municipal		3	4	2	5	14	367%	180%	2.3
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		4	4	2	3	3	-25%	0%	-0.3
Property Damage MVC (Reportable)		42	29	44	22	23	-45%	5%	-4.5
Property Damage MVC (Non Reportable)		4	2	5	5	5	25%	0%	0.5
TOTAL MVC		50	35	51	30	31	-38%	3%	-4.3
Roadside Suspension - Alcohol (Prov)		1	0	0	0	0	-100%	N/A	-0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		181	415	510	233	197	9%	-15%	-15.0
Other Traffic		3	1	1	0	1	-67%	N/A	-0.5
Criminal Code Traffic		5	4	4	0	2	-60%	N/A	-1.0
Common Police Activities									
False Alarms		4	6	3	2	4	0%	100%	-0.4
False/Abandoned 911 Call and 911 Act		23	46	49	34	39	70%	15%	2.0
Suspicious Person/Vehicle/Property		9	10	7	24	19	111%	-21%	3.4
Persons Reported Missing		3	2	2	0	0	-100%	N/A	-0.8
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		4	4	3	7	3	-25%	-57%	0.1
Form 10 (MHA) (Reported)		0	0	1	3	1	N/A	-67%	0.5



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Coronation RCMP Detachment

Detachment Commander

Sgt. Jeremy Houle

Report Date

February 6, 2026

Fiscal Year

2025-26

Quarter

Q3 (October - December)

Community Priorities

Priority #1: Traffic - Safety (motor vehicles, roads)**Updates and Comments:**

For this quarter 72 tickets and 90 warnings were issued. Target set for the year appears to be on track to be met. This is consistent with years past and an increase from the previous quarter. Members have a good understanding of the correlation between traffic enforcement and other police response, such as police presence, road, safety, and the deterrence of property related offences. Members are dedicated to traffic which will likely continue to have a positive impact on road safety and property crime numbers. On target to exceed expectations.

Priority #2: Property - Theft**Updates and Comments:**

Three reported PROS occurrences relating to property crime this quarter. Numbers have remained the same as previous quarter but overall, in conjunction with traffic enforcement and community engagement, the property related offences appear to be decreasing in the area. Coronation did not appear on EAD energy site update. Targeted and random patrols throughout the detachment area have resulted in increased police visibility which is a deterrence for property crime. Traffic enforcement has increased police presence throughout the detachment area and act as a deterrence to property crime. There is a steady reduction in the overall number of instances for selected property crime; break and enters, theft over and under \$5000, and theft from motor vehicles. On target to exceed expectations. On target to exceed expectations.





Priority #3: Police / Community Relations - Police Visibility

Updates and Comments:

Members at Coronation Detachment have recorded twelve community engagements and met with elected officials one time. These are the recorded events on the community consultation tracker. There are several more instances that are not recorded and are attended to in an unofficial capacity. Members are making a concerted effort to engage in the community which has a positive impact on police and public relations. On target to exceed expectations.

Priority #4: Employee Wellness

Updates and Comments:

All Members are currently under 400 hours of leave in their banks. Members have taken leave and are aware of the benefits and leave available. Mandatory training is up to date for all Members. Training is being done through online learning which has taken some adapting. Members have not used wellness days however are aware of their availability



Meeting Date	Meeting Type	District	Detachment	Communities	Issues	Note
12/18/2025	Community connection	EAD	Coronation	Brownfield,Castor,Coronation,County of Paint	(1): Youth (2): Education Session	Member went to Coronation High School and spoke with the CALM (Career and Life Management) about policing and post secondary safety.
12/18/2025	Community connection	EAD	Coronation	County of Paintearth No 18	(1): Youth (2): Education Session	Member went to Suncrest Hutterite Colony for youth Christmas Concert. Member stayed afterward and spoke with students and residents of Colony.
12/15/2025	Community connection	EAD	Coronation	Castor,County of Paintearth No 18	(1): Youth (2): Education Session	Member went to the High Schools within Coronation Detachment area (Coronation, Gus Wetter, and Theresta Schools) and spoke with students about policing and safety initiatives.
12/8/2025	Community connection	EAD	Coronation	Coronation,County of Paintearth No 18	(1): Youth	Members led the Santa Claus Parade in Coronation. Members stayed after the parade and spoke with youth and the public about policing.
12/7/2025	Community connection	EAD	Coronation	Brownfield,County of Paintearth No 18	(1): Youth (2): Education Session	Members attended "Santa Dayz" in Brownfield. Interactions with general public about policing and youth in attendance.
12/1/2025	Community connection	EAD	Coronation	Brownfield,Castor,Coronation,County of Paint	(1): Youth (2): Education Session	Members went to community arena and spoke with several in attendance about policing. Members spoke with youth and gave stickers and pins to youth in attendance.
11/25/2025	Meeting with elected officials	EAD	Coronation	Brownfield,Castor,Coronation,County of Paint	(1): Regular reporting information sharing (2): Education Session	Member attended Town of Castor, Town of Coronation, and County of Paintearth Council Meetings. Updates provided to Councils regarding policing initiatives and status of detachment. Member remained and answered questions from general public in attendance.
11/11/2025	Community connection	EAD	Coronation	Castor,County of Paintearth No 18,Village of H	(1): Regular reporting information sharing (2): Education Session	Members attended and participated in Remembrance Day ceremonies. Members stayed after the formal ceremony and interacted with Members of the public and spoke about policing in general and in the area.
11/7/2025	Community connection	EAD	Coronation	County of Paintearth No 18	(1): Youth (2): Education Session	Member went to Silver Springs, Castor, and Suncrest Hutterite Colonies. Member spoke with students at the schools about policing. Member spoke with Ministers at each colony about current colony status and policing concerns. No policing concerns identified.
11/6/2025	Community connection	EAD	Coronation	Brownfield,Coronation,County of Paintearth N	(1): Youth (2): Education Session	Member attended and participated in Remembrance Day ceremony at Coronation School Member stayed after ceremony to talk with students about policing and impact of Remembrance Day on Member
11/5/2025	Community connection	EAD	Coronation	Brownfield,Coronation,County of Paintearth N	(1): Youth (2): Education Session (3): Traffic	Member attended "Lunch with an Officer" and spoke to grade 7 and 8 students about policing then stayed during the lunch hour for a walk around the hallways and allowed the students to look at the police car. Member was not required to stay and engage with the students. Member invested in making this a positive experience for the students.
10/31/2025	Community connection	EAD	Coronation	Coronation,County of Paintearth No 18	(1): Youth (2): Education Session	Member attended a Town of Coronation function at the Water Tower Park. Members spoke with youth and judged costumes while handing out candy.
10/19/2025	Community connection	EAD	Coronation	Coronation,County of Paintearth No 18	(1): Youth	Coronation Detachment commander arranged for donation of equipment from Sports Central. Members attended and presented five pallets of sporting equipment to Elk Kids can Play organization.



Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	5	4	0	1
Detachment Support	2	2	0	0

Notes:

1. Data extracted on February 6, 2026 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the 5 established positions, 4 officers are currently working with none on special leave. There is one hard vacancy that will be filled in March 2026.

Detachment Support: Of the two established positions, two resources are currently working with none on special leave. There are no hard vacancies.



Royal Canadian Mounted Police

Commanding Officer
Alberta



Gendarmerie royale du Canada

Commandant
de l'Alberta

February 4, 2026

Good day,

As we begin a new year, I would like to take the opportunity to share an update on the work the Alberta RCMP is doing to support safe, resilient communities across the province.

Like you, and the communities you serve, crime remains a primary concern for the Alberta RCMP. We recognize the significant impacts crime has on residents, businesses, and overall community well-being. Policing in Alberta presents unique and real challenges, including vast geographic areas, long response distances, and a relatively small number of repeat offenders who cause a disproportionate amount of harm. Addressing these challenges requires responses that are intelligence-led, fiscally responsible, and built on strong partnerships.

We remain focused on addressing crime through continual reassessment of operational approaches, responsible deployment of resources, and close collaboration with municipal and community partners. We also recognize the significant cost of policing for communities and remain committed to ensuring available resources are deployed strategically and efficiently to deliver effective policing services to Albertans.

As part of this commitment, we are investing in modernization initiatives, including the development of the Real-Time Operations Centre, the expansion of the Emergency Response Team, increased investigative capacity and resources focused on working in partnership with communities and government on prevention initiatives and address the root causes of crime.

I want to highlight for you some of the initiatives we have underway, some of the results we've realized and some of the opportunities we remain focused on.

Despite fiscal pressures, we continue to focus resources where they will have the greatest impact. One of our key strategies is concentrating on the relatively small number of offenders responsible for the greatest harm across the province through tracking and prioritizing the Top 100 offenders. Using data compiled from RCMP and municipal police services across Alberta our Strategic Research and Analysis Unit, has assessed nearly 100,000 unique offenders and ranked them to identify those causing the most significant harm. This intelligence directly informs the work of Crime Reduction Units located across the province that can be deployed where and when emerging crime trends demand to target those offenders causing the most harm. These units work in close coordination with local detachments and partner agencies, including municipal police services and Alberta Sheriffs.

We have countless examples of successful operations targeting property crime offenders across Alberta where significant seizures of stolen property including vehicles, ATV's heavy construction equipment, and copper wire, have been recovered and offenders have been arrested to face prosecution. This includes well coordinated investigations involving teams of investigators located strategically throughout the four districts working in concert and utilizing sophisticated investigative techniques and tools including the leveraging of cutting-edge surveillance assets from our federal RCMP partners.

We know that addiction to illicit drugs is a huge driver of the types of crime that victimize Albertans. To that end, we have also utilized enhanced investigative resources to compliment local detachments in combatting the drug trade in communities across the province. We have made significant seizures of fentanyl, methamphetamines, cocaine and illegal firearms in numerous investigations across the province. These successes impact the availability of these harmful drugs through disruption of supply and act as a deterrent by holding accountable those who are profiting from the distribution of substances that deprive Albertans of their safety and security.

We are embracing technology to make policing more effective, efficient, and safer for both the public and police. The policing landscape is changing; yesterday's solutions won't solve today's challenges. As such, modern policing requires that frontline officers be supported by layers of expertise, coordination, and technology. The Real-Time Operations Centre does exactly that and is a critical component of police modernization. Operating twenty-four hours a day, seven days a week, the Real-Time Operations Centre provides operational support to every Alberta RCMP officer in the province. It enhances officer and public safety, coordinates specialized resources, and ensures informed decision-making during complex and evolving incidents. For our officers, the Real-Time Operations Centre ensures they are never working alone, regardless of location. For Alberta communities, this means every officer on their street is supported by a robust network of specialized units ready to respond at any moment. Ratepayers aren't funding just one uniformed member, but a comprehensive system of expertise and technology working behind that officer to keep their community safe.

Advanced investigative resources and practices represent another essential component of modernized policing as do resources such as the Emergency Response Teams. Emergency Response Teams are teams of highly skilled and trained individuals, bringing together experienced members, specialized tactics, advanced technology, and trained negotiators as a complete operational package, essentially bringing the right resource to the most volatile and dangerous calls. Their role is to safely resolve high-risk incidents involving armed or barricaded individuals, hostage situations and high-risk arrests. By deploying the appropriate expertise, equipment, and techniques, Emergency Response Teams have consistently led to safer outcomes for community members, suspects, and police officers. Demand for these specialized responses has increased significantly, with a sixty-one per cent increase in calls requiring Emergency Response Team involvement over the past four years. In response we have increased our capacity in this area enhancing overall public safety throughout the province. These specialized units place the Alberta RCMP on the leading edge of modern policing in Canada and directly support community safety. Combined with the dedication of our employees and the partnership of the communities we serve, these efforts have helped reduce crime rates in Alberta to the lowest in five years.

We recognize that police visibility and staffing levels remain key concerns for our clients and stakeholders. We continue to focus on recruiting Albertans to serve Albertans, strengthening experienced police officer recruitment. Since April 1, 2024, we have seen 5,450 applications in Alberta and 22 Experienced Police Officers have joined the Alberta RCMP since April 1, 2025. While these recruiting numbers are encouraging, we recognize the ongoing urgency to fill vacancies which is why we continually look inward at our hiring processes to remove barriers, find efficiencies and ensure the most qualified applicants are finding their way to service in communities across Alberta as quickly as possible.

Like all police services, we experience short-term human resource pressures at frontline detachments and have developed several strategies that enable a flexible response to these pressures. We have established a Relief Team based out of Leduc and Cochrane that is comprised of 30 members who

support detachments throughout the province. Since the start of 2026, the Relief Team has deployed 34 times to various detachments in the province. In addition, we currently have 33 Reservists who are retired police officers available as and when required to deploy where the greatest needs are. This provides another option of flexible deployment of highly experienced resources.

We are continually assessing our service delivery models to ensure our resources are deployed in the most effective and efficient way. This includes assessing resource levels at detachments, monitoring our response times, reviewing and adapting our policies and piloting initiatives to improve member visibility in communities. Just recently, we approved a pilot project that leverages technology to reduce the administrative burden placed on our front-line members, so that they can spend more time engaged in proactive patrolling and community engagement.

We continually engage in consultation with our community partners and stakeholders to identify whether changes to service delivery are needed. We assess and discuss impacts with our stakeholders and prioritize flexibility to ensure we are responsive to community priorities and needs.

Municipal leadership plays a critical role in advocating for safer communities. Your collective voice—grounded in firsthand knowledge of how crime affects residents, businesses, and community well-being—is essential in advancing meaningful change related to bail practices and court capacity.

I would like to highlight some of the broader challenges we encounter in this space.

First, let me share an example of a single prolific offender whose repeated releases resulted in significant harm across multiple communities:

- In February 2025, he committed a firearm-related robbery and stole a vehicle containing a one-year-old child, receiving a 90-day sentence.
- In June 2025, he was sentenced to 21 days time served after being located in a stolen vehicle.
- In July 2025, he was arrested again in a stolen vehicle, charged with 11 offences, and released on bail with conditions.
- In September 2025, he pled guilty to theft under \$5,000 and served 30 days.
- In November 2025, he rammed an unmarked police vehicle with a stolen vehicle and was taken into custody.
- He now faces 11 charges, including failure to comply and assaulting a police officer with a weapon, and remains in custody.

This individual committed offences across Stony Plain, Spruce Grove, Parkland County, Lac Ste. Anne County, and Sturgeon County. His apprehension was the result of coordinated efforts between the Central Alberta District Crime Reduction Unit, a Community Response Team, and Parkland Detachment resources.

Examples such as this are not isolated. They demonstrate how a single prolific offender, repeatedly released back into the community, can cause significant harm to multiple municipalities in a short period of time. These cases underscore rural Albertans' concerns around repeat offending, bail, and court capacity.

We work closely with Crown Prosecutors to address repeat offending by ensuring priority offenders are supported by comprehensive bail packages that clearly outline criminal history, risk to public safety, and the broader community impacts of continued release. We also actively support the use of Community

Impact Statements, which allow communities and municipal leaders to articulate the cumulative harm crime causes beyond individual victims.

We remain compassionate toward individuals experiencing mental health challenges, addictions, and social vulnerability, and we continue to support partnerships that improve access to treatment and recovery services. This requires that adequate treatment be available and accessible. At the same time, there *are* individuals whose repeated, violent, or high-risk behaviour necessitates incarceration. Some people simply need to go to jail in order to protect the public and prevent further victimization.

Court capacity remains a significant challenge across the province, especially in rural Alberta. Limited court time, shortages of judges and clerks, and resulting delays undermine the effectiveness of the justice system. We will continue to advocate for improvements through multiple forums, consistently raising the impacts these pressures have on victims, communities, and frontline policing.

When policing data, operational experience, and municipal advocacy align, they provide a powerful foundation for justice system reform. Effective crime reduction cannot be achieved by policing alone. Long-term success depends on strong partnerships with municipalities, community organizations, government, and social service providers. We value our relationship with you and those you represent and recognize the essential role you play in shaping community safety priorities.

Modernization, fiscal responsibility, and collaboration will continue to guide our efforts. We are committed to leveraging technology, applying best practices, and deploying the right resources in the right places to support shared public safety goals.

Effective policing depends on strong partnerships, and I want to assure you that we remain committed to working closely with elected officials, municipal administrators, and community leaders to ensure policing services align with local priorities and needs. That is why I encourage you to reach out to your local Detachment Commander to discuss your policing services and explore opportunities to strengthen collaboration in support of your community priorities.

Sincerely,



Trevor Daroux
Deputy Commissioner
Commanding Officer Alberta RCMP

111140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

February 9th, 2026

Plan 8387 T; Block 7; Lots 1 – 5 Request for Tax Penalty Relief

BACKGROUND:

Municipal Government Act; RSA 2000; Chapter M-26; Part 10; Division 1; Section 344 (1)

A council may by bylaw impose penalties in the year in which a tax is imposed if the tax remains unpaid after the date shown on the tax notice.

and 345 (1)

A council may by bylaw impose penalties in any year following the year in which a tax is imposed if the tax remains unpaid after December 31 of the year in which it is imposed.

and 347 (1)

If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

DISCUSSION:

Health Shared Services has requested tax penalty relief on the property located at Plan 8387T; Block 7; Lots 1 – 5 (4913 50 Avenue). This property is only taxed on the portion of the property that is not providing health care services. The penalty amount applied to the tax roll in 2025 was \$683.99 and in 2026 \$786.59 – totalling \$1,470.58 in penalties.

The tax notice was issued and mailed in May of 2025 and has not returned to the Administrative Office.

Property tax notices are posted on the website and social media pages prior to the penalty being applied in August and December; individual notices prior to the penalty being applied are not sent. This has been the practice for many years.

Past Councils have not previously waived applicable penalties on this property.

BUDGET IMPLICATIONS:

The budgetary implications would be a reduction of revenue in 2025 of \$683.99 and a further reduction of revenue in 2026 of \$786.59. For a total reduction of revenue of \$1,470.58.

RECOMMENDATIONS:

1. Council may choose to cancel the tax arrears in the amount of the penalty.
2. Council may choose to reduce the tax arrears in an amount of their choosing.
3. Council may choose to move the matter to a future meeting.

Proposed Motion: That the tax arrears on Plan 8387T; Block 7; Lots 1 – 5 be reduced by x amount.

ATTACHMENTS:

1. Health Shared Services - Letter

January 26, 2026

Town of Castor

Roll # [REDACTED]

Delivered Via email: billie@townofcastor.ca

**RE: PROPERTY TAX EXEMPTION APPLICATION
PREMISES AT 4913 50 AVE., CASTOR, ALBERTA**

Address:	4913 50 Avenue, Castor, Alberta (excluding the ATB section of the bld.)
Amount owing for 2025:	\$6030.50

Pursuant to Section 362(1)(g.1) of the Municipal Government Act, Alberta Health Services is exempt from municipal property tax when the property is used in connection with health region purposes. This letter will confirm that these premises are used and were owned by Alberta Health Services until April 1, 2025 in order to provide health care services and continue to provide those services today.

Effective April 1, 2025, all formerly owned properties (including all buildings and improvements thereon) were transferred to His Majesty the King in Right of Alberta as represented by the Minister of Infrastructure ("*Alberta Infrastructure*") (AI) pursuant to Ministerial Order 820/2025.

AHS has undergone significant restructuring and as a result, neither the original nor the reminder Castor Tax Invoice was received in our Calgary office. We are actively working with our counterparts in Edmonton to resolve this. Recognizing that AHS is part of a tax-exempt government agency where expenses incurred are paid by the public purse, I would respectfully request that the Town of Castor reconsider the late fees and re-issue an invoice only considering the tax owing. If the Town is prepared to accommodate this request, I will have the invoice processed urgently. Your consideration is greatly appreciated. I am available for further discretion at your convenience.

Thank you for your time.

Feel free to contact me if you require additional information.

Sincerely,

HEALTH SHARED SERVICES



Shawna Pineau

Land Services Manager, Health Shared Services, Real Estate, Capital Management South Sector

**Health
Shared Services**

Southport – Capital Management
[REDACTED]



REQUEST FOR DECISION

REGULAR MEETING OF COUNCIL

February 9th, 2026

2026 Candy Crush Tournament

DISCUSSION:

During the January 2026 meeting of Castor Recreation Board the Annual Candy Crush Tournament was discussed. The following resolution was carried:

Res. No. 006/26 MOVED by Member Spady to let CASUA know the intentions of hosting a softball tournament May 9th, 2026 and that at the next meeting of the Recreation Board the age groups and rates will be revisited based on the outcome of registration.

CARRIED

The Central Alberta Softball Umpires Association was notified following the meeting.

At the February 2nd, 2026 meeting of Castor Recreation Board the following resolution was carried:

Res. No. 017/26 MOVED by Member Boxma to recommend to Council that the Candy Crush Tournament fee be set at five hundred dollars (\$500.00) per team.

CARRIED

BACKGROUND:

For several years, Castor has hosted a Castor Crush Candy Cup Softball Tournament.

In 2025, Candy Cup was held May 9-10 for U13D (4 teams) and U17C (5 teams) divisions.

Castor Recreation managed the application for the sanction, team registrations, communications with registered teams, assisted coaches with the tournament schedule, and purchased prizes. Parents were required to volunteer on the weekend. The Umpire Association provided umpires for the games and invoiced the Town.

At this time, Castor Recreation Board is unsure of which age groups there will have local teams and will adjust the age group to participate in the tournament accordingly.

BUDGET IMPLICATIONS:

In 2025, the entry fee was \$500 per team – no charge for Castor teams.

RECOMMENDATIONS:

1. Council may choose to set the Candy Crush Tournament fee at five hundred dollars (\$500.00)
2. Council may choose to set the Candy Crush Tournament fee at x amount of dollars

Proposed Motion: That the Candy Crush Tournament fee be set at five hundred dollars (\$500.00) per team and that the fees for participating Castor teams be waived.

ATTACHMENTS:

1. None



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

February 9th, 2026

Review of the Quality Management Plan (QMP)

BACKGROUND:

As stated in the Introduction of the Quality Management Plan (QMP), each member is required to review and approve their agreement with the Province of Alberta under section 5 of the *Gas Distribution Act*. The review and approval of the QMP by Council motion is required to maintain the Town of Castor's 'Approval to Operate'.

The QMP addresses the following areas:

- Standards
- Design, Construction, Testing, and Commissioning
- Operation, Maintenance and Repair
- Emergency Preparedness and Response
- Surveying and Plant Records

The QMP highlights the safety related components of the Town of Castor Gas Utility's design, construction, operation, and maintenance programs.

There have been no changes to the Quality Management Plan that was reviewed and approved in 2025.

BUDGET IMPLICATIONS:

There is no budget implication for approving the Quality Management Plan.

RECOMMENDATIONS:

That Council reviews and approves the Quality Management Plan, further that the agreement be executed.

Proposed Motion: That the Quality Management Plan is approved, further that the agreement be executed.

ATTACHMENTS:

1. Quality Management Plan

Quality Management Plan

Town of Castor Gas Utility

This Quality Management Plan (QMP) represents an agreement with the Province of Alberta under section 5 of the *Gas Distribution Act* that all low pressure distribution pipelines and the equipment, apparatus, mechanisms, machinery or instruments incidental to their operation, as well as all primary service lines (defined by sections 1(h), (l) and (n)) are designed, constructed, operated and maintained in accordance with the requirements set by section 2 of the Act. For this purpose of this document, this pipeline system is collectively referred to as a "Gas Distribution System". In signing this agreement, the Chief Officer recognizes that complete compliance with these standards may not always be attainable, although they remain the objective for the urban gas utility. In the event of identified deficiencies resulting from an operation and maintenance inspection conducted under section 4 of the Act, the urban gas utility will respond in a timely manner to render the distribution system safe and as compliant to the applicable standard(s) as possible.

The Town of Castor Gas Utility (hereinafter referred to as "the urban gas utility", as per section 1(r) of the *Gas Distribution Act*), owns and operates a Gas Distribution System in Alberta and offers and provides natural gas service to residents within the boundaries of its urban municipality. The urban gas utility, represented by the Municipal Council is, as the distribution system owner, responsible for ensuring that the urban gas utility continues to be designed, constructed, operated and maintained in a manner consistent with section 2 of the Act. This is achieved with the full support of the Chief Administrative Officer (CAO) and/or the Gas Utility Manager and its employees, as to ensure the safety of its customers, employees, and the general public of Alberta. Annual review and commitment to this QMP document by both the Municipal Council and the CAO and/or the Gas Utility Manager, in conjunction with the annual submission of as-built plans and meeting operation and maintenance expectations of the Chief Officer partly constitute the 'Approval to Operate' a Gas Distribution System in Alberta.

QUALITY MANAGEMENT PLAN FUNCTIONS

Standards

As applicable, the urban gas utility will design, construct, operate, and maintain its gas utility in accordance with the following legislation and standards:

- The *Gas Distribution Act*
- The *Pipeline Act* and Regulations
- The *Municipal Government Act*, only as applicable/relevant to the gas utility
- The *Gas Utilities Act*, as applicable
- The *Occupation Health and Safety Act*, and all codes and regulations, as applicable
- Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard
- Canadian Standards Association (CSA) Z246.2 Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems
- The Technical Standards Manual for Gas Distribution Systems in Alberta, issued by Rural Utilities
- Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities issued by the Federation of Alberta Gas Co-ops Ltd.
- Alberta Energy Regulator (AER) Directive 71 Emergency Preparedness and Response Requirements for the Petroleum Industry (as applicable)

Urban gas utilities are also expected to maintain appropriate insurance coverage.

Design, Construction, Testing, and Commissioning

The urban gas utility will ensure that its distribution system is designed and constructed to safely deliver the required volumes of gas to each consumer under the most extreme conditions by following the Technical Standards Manual for Gas Distribution

Systems in Alberta and the most recent version of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipelines. Collectively, these are the standards for Alberta's gas distribution systems.

Operation, Maintenance and Repair

To ensure the gas distribution system is properly operated, maintained, and repaired, the urban gas utility will employ or contract the services of qualified field staff to safely operate and maintain the system. This will include development of a regular preventative maintenance program to safeguard the distribution system against premature deterioration. Further, the urban gas utility will ensure that the level of safety equipment for both the shop and emergency response vehicles (as adopted in the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities) in addition to personal protective equipment (PPE), is provided, inventoried, maintained, and calibrated as, and if, required.

Emergency Preparedness and Response

To ensure that employees understand the urban gas utility's program to respond to emergency situations, the urban gas utility will develop and implement an Emergency Response Program (ERP) to effectively respond to emergencies, promote safety of workers, responders and the public, in accordance with the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities.

Surveying and Plant Records

In order to ensure the completeness, accuracy and timely completion of the urban gas utility's as-built drawings and ensure that the Utility Safety Partners database is current, the urban gas utility will maintain up-to-date as-built plans of the urban gas utility and submit these to Rural Utilities by March 31 of the year following construction.

RESPONSIBILITY

This Quality Management Plan highlights the safety related components of the Town of Castor Gas Utility's design, construction, operation, and maintenance programs. The Municipal Council, along with the Chief Administrative Officer and/or the Gas Utility Manager have reviewed the QMP in its entirety, and the urban gas utility hereby accepts the responsibility for compliance of their gas distribution system with this plan.

This Quality Management Plan was reviewed at the council meeting held on: _____

Dated _____

Mayor, representing the Municipal Council

I have read and will support the Municipal Council in the compliance of this Quality Management Plan:

Dated _____

CAO and/or the Gas Utility Manager

This QMP must be reviewed and signed by the urban gas utility, represented by the Mayor of the Municipal Council along with the Chief Administrative Officer and/or the Gas Utility Manager **on an annual basis and submitted to Rural Utilities by December 31st of each year.**

Failure to submit a signed QMP document may result in any or all of the following actions:

- (1) The annual 'Approval to Operate' will not be issued.
- (2) All planned/future construction must be approved by the Chief Officer prior to construction until the QMP is signed and submitted, and
- (3) Any construction done without prior approval of the Chief Officer will be in contravention of section 13 of the Gas Distribution Act and potentially subject to an offence (section 8) and/or order (section 9) under the Act.



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

February 9th, 2026

Castor Halkirk Community Van Society Plan 8387 T; Block 4; Lot 5

BACKGROUND:

Castor Halkirk Community Van Society has moved out of the building that they were located in.

In 2025 the Town of Castor gained title on the property. The property consists of a “garage” style building. The power for the building is coming from a nearby Town property. No other services are available at the building.

There has been interest in the property from two separate groups.

DISCUSSION:

A decision will need to be made regarding how Council would like to proceed with the property (monthly rental or sell).

If the building is sold to an entity not associated with the Town, they would be responsible to have a separate power service added to the property.

There is a small shed located near the back of the property – this is not Town property and the owner will be requested to move the shed.

BUDGET IMPLICATIONS:

No amount was budgeted in the interim budget for rental or sale of the building.

RECOMMENDATIONS:

1. Council may choose to move the matter to a future meeting.
2. Council may choose to list the building with a relator for sale at a value of thirty-five thousand dollars (\$35,000.00).
3. Council may choose to advertise the property for rent.

Proposed Motion: That the property located at Plan 8387T; Block 4; Lot 5 be listed for sale with a relator at an amount of thirty-five thousand dollars (\$35,000.00).

Proposed Motion: That the property located at Plan 8387T; Block 4; Lot 5 be rented at a monthly rate of seven hundred dollars (\$700.00).

ATTACHMENTS:

1. Castor Halkirk Community Van Society letter
2. Ariel photo of the property

Billie Ryan

From: [REDACTED]
Sent: Tuesday, December 30, 2025 4:03 PM
To: Billie Ryan
Subject: Handivan garage.

You don't often get email from [REDACTED] [Learn why this is important](#)

The Castor Halkirk Community Van Society would like to thank the town for the use of the garage for the last few years. We have now moved our vans to the Paintearth Lodge. We have contacted our drivers to hand in their keys. Thank you again.
Sincerely, Shelly Pals.





REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

February 9th, 2026

Castor Halkirk Community Van Society Administrative Appointment

BACKGROUND:

The Castor Halkirk Community Van Society previously included a member of Town Administration on its Board. In 2021, the Town Administrative representative stepped down, and since that time there has been no Town Administrative member serving on the Board.

Recently, the Board of the Castor Halkirk Community Van Society has formally requested that a member of Town Administration be appointed to serve on the Board.

The Castor Halkirk Community Van is operated by the Management Committee of the van. Members of the Management Committee include:

- Castor and District FCSS
- Town of Castor
- Village of Halkirk (2)
- Golden Circle Club
- Our Lady of the Rosary Hospital
- Paintearth Lodge
- Hospital Auxiliary
- Member at Large
- Drivers Supervisor

DISCUSSION:

Councillor Sisson currently serves as a member of the Castor Halkirk Community Van Society Board (member at large). The Society has indicated that, in addition to Council representation, they would like a member of Town Administration to also sit on the Board to provide booking updates and operational insight.

Administration has suggested that booking information and updates could be provided to the Board through written reports, However, the Society has expressed a preference for physical attendance by an Administrative representative to allow for discussions and clarifications.

The Castor Halkirk Community Van Society meets approximately four (4) times per year.

At present, community van bookings are facilitated by Town Administration. This process requires a minimum of approximately three (3) hours per week of Administration's time.

BUDGET IMPLICATIONS:

There is minimal impact to the overall budget.

RECOMMENDATIONS:

1. Council may choose to move the matter to a future meeting.
2. Council may choose to appoint the Administrative Assistant to the Castor and District Community Van Society.

Proposed Motion: That the Administrative Assistant be appointed the Town of Castor Administrative member on the Castor Halkirk Community Van Society.

ATTACHMENTS:

- 1.



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

February 9th, 2026

Castor Community Golf Club Stay-N-Play Camping and Golf Marketing

BACKGROUND:

The Castor Community Golf Club operates the golf course in the Town of Castor. In 2023, a five (5) year Facility Operating Agreement was executed.

DISCUSSION:

The Stay-n-Play program has been successfully implemented in other communities and is recognized as a tool to promote tourism and support local economic growth.

Under the proposed model, Castor Community Golf Club would offer two (2) rounds of golf, including a power cart for seventy-two dollars (\$72.00) and suggested the Town offer one (1) night stay at the south side campground for twenty-eight dollars (\$28.00), resulting in a bundled Stay-n-Play package price of one hundred dollars (\$100.00).

BUDGET IMPLICATIONS:

The proposed Stay-n-Play package would result in a reduction of campground revenue of seventeen dollars (\$17.00) per night for each package booked.

If twenty-five (25) Stay-n-Play packages were sold, the total reduction in campground revenue would be four hundred and twenty-five dollars (\$425.00).

RECOMMENDATIONS:

1. Council may choose to move the matter to a future meeting.
2. Council may choose to participate in the Stay-n-Play Camping and Golf Marketing initiative by offering a discounted rate of twenty-eight dollars (\$28.00) per night at the south side campground.

Proposed Motion: That the Town of Castor participate in the Stay-n-Play Camping and Golf Marketing initiative by offering a discounted rate of twenty-eight dollar (\$28.00) per night at the south side campground.

ATTACHMENTS:

1. Castor Community Golf Club

January 26, 2026



Box 753 Castor
T0C 0X0

Town of Castor Council

RE: Stay-n-Play Camping and Golf Marketing

The Castor and Community Golf Club would like to request the Town consider a discounted rate for a camp stall booking at the golf course location, to be used with a discounted golf certificate to encourage “stay-n-play” vacations that the golf club will market to the golfing community. In the past we’ve swapped free certificates with partner courses however this campaign would be more a direct marketing effort to our east central Alberta fellow courses and golf communities. As well, the Town would gain materials to market for your varied avenues.

What we’d like to propose would be the following:

Golf Course offering 2 – 18 hole rounds with a power cart	face value \$115
Town campsite stall overnight	face value \$ 45
	Total \$160

Package offering sale price of \$100 – approx. 37% disc

For each package sold the Town would receive \$28 and the CGC \$72 respectively. And then we have people camping, eating, contributing to the local economy over the course of a couple days, which we may not have had before.

We hope this appeals to you and we look forward to actioning it for this season! If approved, we would work with Town administration to coordinate any bookings received and avoid busy times (ie ball or golf tourneys or similar events).

Sincerely and thank you for your consideration,

Todd Pawsey
President
Castor Community Golf Club



REQUEST FOR COUNCIL DECISION

REGULAR MEETING OF COUNCIL

January 12, 2026

Closed-Session Transparency

Resolution – Closed-Session Items on Council Agendas

Moved by Councillor Matthew Sumegi

WHEREAS the Alberta Municipal Affairs "Closed Meetings of Council" fact sheet (June 2020, adaptable to the current Access to Information Act) recommends that discussions planned for closed sessions "should be listed on the agenda for the meeting in which they are held," with the agenda containing a 'Confidential' heading, a brief description of the topic, and the section of the applicable Act that allows closure;

WHEREAS the fact sheet provides practical examples of this recommended format, such as "Personnel – CAO Evaluation – [Act] Section 17" or "Legal – Arena Project – [Act] Section 27," noting that further information is not required;

WHEREAS the same fact sheet provides example motions for entering closed session that incorporate a brief topic description to clearly identify the matter (e.g., "MOVED ... that council close the meeting to the public ... for Agenda item 2b Legal – Arena Project as per Section 27"), promoting consistent and transparent procedure;

WHEREAS including a brief, plain-language topic description on the agenda would provide Council with general advance notice of the subject matter of planned closed discussions, enabling councillors to be better prepared and to exercise informed oversight prior to entering closed session, rather than relying solely on Administration for contextual information at the meeting;

WHEREAS adopting this recommended agenda format, together with suggested wording for the closing motion, would enhance public transparency and accountability by providing general advance notice of closed-session topics without disclosing confidential details, support effective meeting preparation and council decision-making under MGA section 201, and align Town of Castor practices with longstanding provincial guidance for municipal councils;

WHEREAS a copy of the Alberta Municipal Affairs "Closed Meetings of Council" fact sheet (June 2020) is attached for Council's reference;

THEREFORE BE IT RESOLVED that Council direct Administration, when preparing agendas and supporting materials for meetings whenever a closed session is anticipated, to include the following Ministry recommended elements:

1. Under a 'Confidential' heading on the agenda: a. A short, plain-language description of the topic (for example: "Personnel – CAO performance evaluation", "Law enforcement – update on active investigation", "Legal advice – ongoing contract dispute", "Land – potential property acquisition", or "Economic development – third-party proposal"); and b. The specific statutory exception relied upon (for example: "Access to Information Act s. 17 (personal privacy)", "Access to Information Act s. 20(1) (law enforcement)", or "Access to Information Act s. 27 (privileged information)"); and
2. Suggested wording for the motion to enter closed session that incorporates the topic description (for example: "MOVED that Council close the meeting to the public for [topic description] as per [statutory exception]").

This direction is given to promote best practices in municipal governance, transparency, and public accountability.

FURTHER, given that this motion pertains directly to enhancing transparency and accountability in council proceedings, the vote on this resolution shall be recorded in accordance with section 185 of the Municipal Government Act.

Attachment: Closed Meetings of Council Fact Sheet (Alberta Municipal Affairs, June 2020)

Closed Meetings of Council (In Camera)



What is a closed meeting?

The *Municipal Government Act (MGA)* provides that a meeting or part of a meeting is considered to be closed to the public if:

- a) any members of the public are not permitted to attend the entire meeting or part of the meeting,
- b) the council, committee or other body holding the meeting instructs any member of the public to leave the meeting or part of the meeting, other than for improper conduct, or
- c) the council, committee or other body holding the meeting holds any discussions separate from the public during the meeting or part of the meeting.

Under what authority can a council close a meeting?

Section 197 of the MGA states that councils and council committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy (FOIP) Act* (s. 16 to 29). Section 197 also requires that a council or council committee must pass a resolution stating the reason and the section of FOIP that applies before closing all or any part of a meeting to the public. For example:

MOVED by Councillor Smith that council close the meeting to the public at 7:00 pm for Agenda item 2b Legal - Arena Project as per Section 27, FOIP.

NOTE: Section 197(2.1) is the exception to the rule, allowing municipal planning commissions, subdivision authorities, development authorities and subdivision and development appeal boards to deliberate and make decisions in meetings closed to the public.

How to prepare for closed meeting discussions?

Discussions that will be closed during the meeting should be listed on the agenda for the meeting in which they are held. The agenda should contain a 'Confidential' heading and then provide a brief description of the topic and state the section of FOIP that allows closure for that topic. For example, "Personnel – CAO Evaluation - FOIP Section 17" would be used to describe conducting the performance appraisal of a chief administrative officer or "Legal – Arena Project - FOIP Section 27" could describe discussions regarding a legal advice received. Further information is not required.

Any background information on the confidential items should be circulated when attendees are in the closed meeting and collected prior to returning to the open meeting.

This is an information summary only and has no legislative or legal sanction. For certainty, refer to the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*. Copies are available for purchase from Alberta Queen's Printer Bookstore or electronically at the website link below.

Suite 700; Park Plaza Building
10611 - 98 Avenue NW
Edmonton, AB T5K 2P7
Phone: 780- 427-4952

Email: qp@gov.ab.ca
www.qp.alberta.ca

How to record discussions from a closed meeting?

It is strongly recommended that a closed session discussion not be recorded. Any notes or minutes taken during the discussion may become part of a FOIP request. The council meeting minutes should reflect that a resolution was made to move into a closed session (as outlined above) and then another resolution to return to the open meeting.

Council members, the CAO and any others included in the closed session are required to keep in confidence what was discussed until the item is discussed at a meeting held in public.

Section 197(3) of the *MGA* prohibits the passing of a resolution or bylaw during in a closed meeting, with the exception of the resolution to revert to the public meeting, which must be recorded in the minutes. If direction is given or a decision reached, then a resolution must be made in the open meeting so that council's direction(s) are recorded and acted on.

What can be discussed in a closed session?

FOIP outlines the items that would allow a council to close a council meeting, which include matters where a public disclosure could be harmful to:

- Third party business interests; (s. 16)
- Third party personal privacy; (s. 17)
- Individual or public safety; (s. 18 and 19)
- Law enforcement; (s. 20)
- Intergovernmental relations; (s. 21, 22, 23 and 24) and
- Economic or other interests (s. 25, 26, 27, 28 and 29).

Public bodies should not:

- Reveal confidential employee evaluations;
- Disclose local public body confidences, or advice from officials; or
- Disclose information that is subject to any kind of legal privilege.

For example, a discussion regarding the employment of the CAO should be held in a closed session to protect the privacy of that individual. Also,

preliminary meetings with developers (at their request/or council's discretion) describing a new land use development should be held in a closed session (s. 16 of FOIP).

Who can attend a closed session?

All members of Council, guests (at the discretion of council), and most times, the chief administrative officer may attend a closed session.

The media and general public cannot attend the closed discussion, but are welcome to return to the council meeting following the closed session.

What should not be discussed in a closed session?

These are examples of difficult topics that typically should not be discussed in a closed session:

- Budget deliberations
 - Property tax (i.e., assessments/mill rates, penalties)
 - Capital expenditures
- Any contentious issues
 - Sensitive local issues
 - Bylaw amendments (i.e., Land use)
 - Subdivision proposals
- Tax recovery (i.e. reserve bids for auction)
- Discussions regarding budget requirements for hiring additional municipal staff and for the setting of salary ranges

The *MGA* sets out clear requirements for municipal councils to conduct their business openly. The powers of a municipal council are balanced by councils' accountability to the citizens who elect them. It is therefore essential that citizens are allowed to take an active interest in the development and direction of our local governments and express their views to their locally elected representatives. For more information on how the FOIP affects municipalities, please visit the Service Alberta website at

www.servicealberta.ca/FOIP/documents/FAQ_Municipal.pdf.



REQUEST FOR DECISION

REGULAR MEETING OF COUNCIL

January 12th, 2026

Castor and District Family and Community Support Services – Rental Discount

BACKGROUND:

In 2022, Castor and District Family and Community Support Services moved from the Town of Castor Administration Office to the building referred to as the “Golden Circle”. When they occupied the Administration Office, monthly rent and bookkeeping services were charged at a rate of \$700.00 (seven hundred dollars) per month.

When the FCSS moved to the “Golden Circle” building the rate remained set at \$700.00 (seven hundred dollars) per month.

The Town of Castor receives \$31,528.00 (thirty one thousand and five hundred and twenty eight dollars) per year from the Provincial Government as part of our funding agreement. These funds are reallocated to the FCSS with a required portion from the Town of Castor \$7,882.00 (seven thousand and eight hundred and eighty two dollars) as per the agreement with the Province.

Prior to renting the “Golden Circle” Building the FCSS paid rental amounts to other venues to host their programs. In 2025 the FCSS used the “Golden Circle” building approximately 32 times outside of regular hours. This does not include events that were facilitated during FCSS regular business hours (ie: crib or floor curling). The building was rented for private events five (5) times and used by the Town six (6) times.

The attached Corporate Tenancy Agreement states:

- 4.3 The Landlord agrees to provide assistance with snow removal when time allows.
- 4.4 The Tenant agrees to manage the schedule of renters, do basic cleaning of the building, but will pass the expenses on to the Landlord; using the Town’s process for purchasing (including receiving P.O.’s). The Landlord reserves the right to inspect before any extra cleaning is charged or coordinated.

The above clauses have been included in the agreement since originally initiated. To date there have been no requests received for payment of expenses related to cleaning required at the building nor requests for the purchase of supplies to facilitate the cleaning.

The attached sheet provides the revenue and expenses for 2025. The attached sheet does not include Administration’s time for the “bookkeeping” service that is provided to the

FCSS. This service comes at a cost of approximately five thousand and two hundred and thirty-eight dollars (\$5,238.00) per year.

BUDGET IMPLICATIONS:

The 2026 interim budget revenues were based on receiving \$8,400.00 in revenue from Castor and District Family and Community Support Services.

RECOMMENDATIONS:

1. Council may choose to leave the amount payable by the Castor and District Family and Community Support Services as is.
2. Council may choose to adjust the amount payable by the Castor and District Family and Community Support Services by x amount.
3. Council may choose to remove the amount payable by the Castor and District Family and Community Support Services; furthermore, that the Castor and District Family and Community Support Services pay the rental rates as per the schedule for activities that are operated outside of the regular Castor and District Family and Community Support Services hours of operations and that the “bookkeeping” services are discontinued.

PROPOSED MOTION: That the Castor and District Family and Community Support Services continue to pay a fee of \$8,400.00 (eight thousand and four hundred dollars) per year for the building usage; furthermore, that programs that run outside of their regular hours are included in the noted rate.

PROPOSED MOTION: That Castor and District Family and Community Support Services pay a fee of x dollars for the building usage; furthermore, that programs that run outside of their regular hours are included in the noted rate.

PROPOSED MOTION: That Castor and District Family and Community Support Services pay the rental rates for the building as per the rental rates for any activities that are operated outside of the regular business hours of the Castor and District Family and Community Support Services and that the bookkeeping services are discontinued.

ATTACHMENTS:

1. Letter – Castor and Family and Community Support Services

2. Corporate Tenancy Agreement
3. 2025 Expenses



LETTER OF REQUEST

Castor & District FCSS
Box 752, Castor,
AB T0C0X0

December 5, 2025

To Castor Town Counsellors:

It will soon be time to renew our rental agreement with the Town of Castor and we want to address some things before doing so. We appreciate the space and believe we have worked hard to maintain it as a clean and inviting building, opening it up and making it a community hub for learning, play and being accessible by all. Since we have moved in, we have accessed grant funding that has covered all cleaning supplies, garbage bags and other necessary items for the bathrooms and kitchen. We try to keep the ramp and stairs free of snow and ice when open although sometimes it builds up when we are closed. We believe in working with the town and not be a burden. The town rents out different areas to people wanting to use the space for family events, funerals, presentations meetings etc. with the funds collected going to the town coffers. Most renters are fair in their cleaning before leaving the building but there are still things to be done like the floors and the bathrooms (and that is fair to the renters). It is not bad enough to charge the renters extra but the cleaning is something that needs to be done and Mandy has been doing it. The issue is this cleaning is something that needs to be recognized and should be factored into the rent that FCSS is paying. In researching what other community providers are paying for rent we have been told that neither the Castor Library or Paintearth Community Adult Learning Council pay rent. Many FCSS offices across Alberta receive free or lower rent or extra financial support because the communities believe in the services provided by their FCSS agencies. We understand that Castor & District FCSS is using a larger space and this space has larger expenses but it would be a great vote of confidence in Castor & District FCSS and what it is doing within our communities if we could receive a discount on our rent. Thank you for considering this.

Thank you.

Castor & District FCSS Board
Box 752, Castor
Alberta, T0C 0X0

“The greatest good you can do for another is not just share your riches, but reveal to them their own. (Benjamin Disraeli)



CORPORATE TENANCY AGREEMENT
(Fixed Term Tenancy)

THIS AGREEMENT made in duplicate the ____ day of _____, 2025.

BETWEEN:

TOWN OF CASTOR

(hereinafter either individually or collectively referred to as the “Landlord”)
Box 479 Castor Alberta T0C 0X0

AND

CASTOR AND DISTRICT FAMILY AND COMMUNITY SUPPORT SERVICES

(hereinafter either individually or collectively referred to as the “Tenant”)
Box 752 Castor Alberta T0C 0X0

PREMISES

1. The Landlord hereby leases to the Tenant the Corporate premises located at 4903 – 51st Street Castor, Alberta (hereinafter referred to as the “premises”) for use and occupation as Corporate premises only, subject to the terms and conditions of the Agreement and of the Corporate Tenancies Act of the Province of Alberta.

TERMS

- 2.1 Unless earlier terminated in accordance with the provisions of this Agreement or with the expressed written consent of the Landlord, this Agreement shall be for a fixed term commencing at 12 o'clock noon on the 1st day of January 2025 and ending at 12 o'clock on the 31st day of December 2026.
- 2.2 In the event of termination the Landlord must provide written notice to the Tenant of 180 days.
- 2.3 In the event of termination the Tenant must provide written notice to the Landlord of 180 days.

RENT

3. The Tenant shall pay monthly to the Landlord at 4901 – 50th Avenue a rental of \$700.00 per month on or before the first day of each and every month of the term of the Agreement. In the event any rent amount is not paid when due, all remaining rent payments over the unexpired term of the Agreement shall, at the

discretion of the Landlord, become immediately due and payable. Any adjustment to rent or increase shall be noted in **Schedule A**.

APPLIANCES AND SERVICES

- 4.1 The Landlord agrees that throughout the term of this Agreement, the Landlord will supply for the Tenant's use a stove, refrigerator, dishwasher, furnishings, heat, electricity, water, and garbage collection in the premises.
- 4.2 The Landlord agrees to provide the rental agreement to be used for other rentals for events/use of the building and either party may collect the secondary rent.
- 4.3 The Landlord agrees to provide assistance with snow removal when time allows.
- 4.4 The Tenant agrees to manage the schedule of renters, do basic cleaning of the building, but will pass the expenses on to the Landlord; using the Town's process for purchasing (including receiving P.O.'s). The Landlord reserves the right to inspect before any extra cleaning is charged or coordinated.

INSPECTIONS

5. The Landlord and the Tenant agree to complete an inspection of the premises within one week before or after the Tenant takes possession of the premises and within one week before or after the Tenant surrenders possession of the premises. The Landlord agrees to provide the Tenant in each instance with a report of the inspection that describes the condition of the premises. The Landlord may complete the inspection without the Tenant if an adult person who falls within the definition of the term "Tenant" (as the term "Tenant" is defined in the Corporate Tenancies Act) has refused to take part in two inspections suggested by the Landlord to take place on different days, on days that are not holidays and between 8:00 am and 8:00 pm. The Landlord agrees that the inspection reports will contain the statements, and the Landlord and the Tenant agree that the inspection report will be signed, as required by the Corporate Tenancies Ministerial Regulation under the Corporate Tenancies Act.

CARE OF PREMISES

- 6.1 The Landlord agrees that the premises supplied to the Tenant by the Landlord at the commencement of the term of the Agreement shall be in a reasonably good state of repair and reasonably clean and that insofar as the Landlord is responsible for the maintenance of the premises pursuant to this Agreement, they will be maintained in a reasonably good state of repair. The Landlord also agrees that any items supplied by the Landlord pursuant to Clause 4 of this

Agreement shall be in good working order and capable of enjoyment by the Tenant and shall be maintained by the Landlord in a reasonably good state of repair throughout the term of this Agreement.

- 6.2 The Tenant agrees to take good care of the premises and keep them in reasonably clean condition, and to take good care of any items supplied to the Tenant by the Landlord pursuant to Clause 4 of this Agreement.

MAINTENANCE COSTS

7. The Tenant shall be responsible for:
- (a) all damage resulting directly or indirectly therefrom;
 - (b) the costs of replacing light bulbs;
 - (c) the costs of replacing or repairing all windows, screens, doors, appliances, and fixtures damaged, broken, removed, or destroyed at any time during the tenancy, whether by the Tenant or the Tenant's clients;
 - (d) the cost of cleaning, repairing, and replacing soiled, stained, or damaged floor coverings, countertops, and draperies; and
 - (e) the cost of any other repairs or replacements to the premises or the common property of the premises due to Tenant neglect or willful damage by the Tenant or clients;
 - (f) the cost of any improvements to the building or structure with prior approval from the Landlord.

WAIVER AND INDEMNITY

8. The Tenant hereby waives and releases the Landlord from any liability for damage or loss to any persons or property that occurs in connection with the premises, the building and its facilities, grounds, or parking lot. The Landlord shall not be responsible for any loss of the Tenant's property on the premises or stored in the building. The Landlord is not responsible for damages, inconvenience for fumigation costs due to insect infestation.

The Tenant hereby indemnifies and saves harmless the Landlord for and in relation to any and all loss or damage caused by the Tenant or the Tenant's clients, through neglect, misuse, or carelessness, and the Tenant shall indemnify and save harmless the Landlord for and from all actions, causes of action, or

claims for damage or injury of any nature, kind and description whatsoever, arising out of or in connection with Tenant's occupation of the premises, or the facilities, parking areas and grounds locate din, upon or associated with the premises.

BEHAVIOR

9. The Tenant will not cause, and the Tenant will ensure that the Tenant's clients do not cause a nuisance or disturbance to the neighbours of the premises.

ASSIGNMENT AND SUBLETTING

10. **The Tenant shall not have the right to assign or sublet the premises to another person or persons without the written consent of the Landlord.**

ABANDONMENT

11. Should the Tenant fail to take possession of the premises at the commencement of the term of this Agreement, or abandon the premises before the expiration of this Agreement, the Landlord may take possession without notice or demand and re-let the premises on such conditions as the Landlord may deem advisable.

Without prejudice to the Landlord's right to recover rent and utility charges which may be owing and without prejudice to any claim or claims for damages.

RULES AND REGULATIONS

12. The Tenant and the Tenant's clients will observe and comply with the Landlord's RULES AND REGULATIONS which are attached to and form part of this Agreement, with such reasonable variations and modifications as may be made to such RULES AND REGULATIONS from time to time by way of reasonable written notice from the Landlord to the Tenant, provided that such variations and modifications do not modify this Agreement and are clear and fair and are intended to either:
 - (a) promote the safety of the Tenant, and clients of the Tenant and/or other tenants in the building of which the premises form a part;
 - (b) preserve the Landlord's property from abusive use or promote the care and cleanliness of the premises, the building of which the premises form a part, if any, or the property on which the building is located, or
 - (c) make a fair distribution of services or facilities provided for the Tenant's use.

**LIABILITY
FOR RENT**

13. When two or more persons comprise the Tenant for the purposes of this Agreement, the Landlord may collect the rent due pursuant to this Agreement from any or all of them. The liability of each person comprising the Tenant shall be joint and several in respect of any and all obligations of the Tenant under this Agreement.

**QUIET
ENJOYMENT**

14. The Landlord acknowledges that in executing this Agreement, the Landlord is exercising the Landlord's lawful power, and in so executing, and subject to the terms of this Agreement, grants the Tenant the right of full use and occupation and peaceful enjoyment of the premises with such security of tenure.

**RIGHT OF
ENTRY**

15. Except as otherwise permitted by this Clause 15, the Landlord shall not enter the premises without the consent of the Tenant or of any adult person lawfully on the premises. The Landlord shall have the right to enter the premises:
- (a) immediately, and without notice of consent:
 - (i) if the Landlord has reasonable grounds to believe that an emergency exists or that the Tenant has abandoned the premises; or
 - (ii) needs to make repairs or adjustments to the heating, water, electrical, telephone, or other services of the building of which the premises form a part. The Tenant acknowledges that access to these services is located in the premises.
 - (b) without consent, but after notice to the Tenant:
 - (i) to inspect the state of repair of the premises,
 - (ii) to make general repairs to the premises,
 - (iii) To show the premises to prospective purchasers or mortgages of the premises; or
 - (iv) to show the premises to prospective tenants after a notice of termination has been served.

Where required, a notice shall be served on the Tenant at least 24 hours before the time of entry, the entry must be between 8:00 am and 8:00 pm and the entry must be made on a day that is not a holiday (except that the Landlord may enter on a Sunday if the Tenant's religious day of worship is not a Sunday and the Tenant has provided the Landlord with a written notice of that day) or on a day that is not the Tenant's day of religious worship (if that day is not a Sunday and the Tenant has provided the Landlord with a written notice of that day).

**FORCE
MAJEURE**

16. The provisions of the lease may be suspended or terminated at any time by the Landlord should any event make such suspension or termination advisable when considered from the perspective of the Landlord, including, without limitation to the generality of the foregoing, damage to the premises or the building of which the premises form a part which makes the premises uninhabitable, or any intervention by any regulatory, governmental or other authority which prevents or otherwise renders the lease of the premises uneconomical for the Landlord.

USE

17. The Tenant shall use the premises for Corporate purposes only. The Tenant shall not allow the premises to be used for any illegal or immoral purpose.

**COMPLY
WITH LAWS**

18. The Tenant shall comply with all health, fire, and other regulations and requirements of competent authorities. The Tenant shall not do anything to create or allow a health, fire, or other hazard to exist.

**TENANT'S COPY
OF AGREEMENT**

19. The Landlord shall deliver to the Tenant a duplicate copy of this Agreement signed by the Landlord within TWENTY-ONE (21) days after execution of the Agreement by the Tenant and return of this Agreement to the Landlord. Where a copy of this Agreement is not delivered within the time specified, the Tenant may withhold payment of rent.

**BINDING
EFFECT**

20. This Agreement shall extend to, be binding upon, and ensure to the benefit of the heirs, executors, administrators, successors, and assigns of the Tenant.

LANDLORD'S ADDRESS

- 21. The Landlord will advise the Tenant of the address and postal code within Alberta of the Landlord within SEVEN (7) days of the Tenant's taking possession of the premises and will advise the Tenant of any change in such information as required by the Corporate Tenancies Act. Unless otherwise provided, the Landlord's address for notice is:

4901 – 50th Avenue
Box 479
Castor, Alberta TOC 0X0

HEADINGS

- 22. The headings in this Agreement are inserted for convenience of reference only and shall not affect the construction of this agreement.

CONFLICTS

- 23. The tenancy created by this Corporate Tenancy Agreement is governed by the Corporate Tenancies Act and if there is a conflict between the Corporate Tenancy Agreement and the Act, the Act prevails.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

Signed by the Landlord in the presence of:

Witness

Signature of Landlord

Signed by the Tenant in the presence of:

Witness

Signature of Tenant

Witness

Signature of Tenant

RULES AND REGULATIONS

MAINTENANCE

1. The Tenant shall dispose of all garbage from the premises in a proper manner.
2. The Tenant shall use the decks, entrance, and walks in a proper manner.
3. If windows or doors are left open on the premises by the Tenant or by any person invited on the premises by the Tenant, causing plumbing to freeze, damage by rain or water damage to floors or walls, the Tenant shall be responsible for any damage occasioned by such action.
4. The Tenant agrees to immediately report to the Landlord any and all damages that occur to the premises.
5. The hallways, passages, and stairs of the building in which the premises are situated shall be used for no purpose other than going to and from the premises and the Tenant shall not in any way encumber those areas with boxes, furniture or other material or place or leave rubbish in those areas and other areas used in common with other tenants.
6. No structural alterations, painting, papering or redecorating shall be done by the Tenant without the prior written consent of the Landlord.
7. Neither the Tenant nor the Landlord shall add to or change locks on the doors giving access to the premises or to any building or property of which the premises form a part without the prior written consent of the other party. After consent is given by the Landlord, the Tenant is required to provide the Landlord with a key for any locks installed or changed by the Tenant.

SAFETY

8. The Tenant must keep and observe all health, fire, and police regulations of the Province and Town of Castor in which the premises are located.
9. No additional electric wiring or heating units shall be installed in the premises without the prior written consent of the Landlord.
10. No combustible material or flammable liquid shall be kept on the premises except in small quantities and in containers approved for this purpose.
11. If the Tenant is absent from the premises and the premises are unoccupied for a period of three (3) days or longer, the Tenant shall notify the Landlord and arrange for a regular inspection by a competent person.

**CONSIDERATION
OF OTHERS**

- 12. Noise shall not be permitted in the premises which, in the opinion of the Landlord, disturbs the comfort of the neighbours to the premises.
- 13. No pets, animals, reptiles, or birds of any kind shall be allowed or kept in or about the premises either on a permanent or temporary basis.

Signed by the Landlord in the presence of:

Witness

Signature of Landlord

Signed by the Tenant in the presence of:

Witness

Signature of Tenant

Witness

Signature of Tenant

FCSS/Golden Circle Revenue vs. Expenses 2025

Account #	Account Name	2025 Actual	NOTES
<u>REVENUES</u>			
1-74-501	Golden Circle Rentals	\$ 13,315.71	(includes \$8,400 FCSS payment)
Total Revenues		<u>\$ 13,315.71</u>	
<u>EXPENDITURES</u>			
	Insurance	\$ 2,324.00	
	Bookkeeping Services	\$ -	There was no separate charge for bookkeeping services in 2025
	Snow Removal/Grass Mowing	\$ 750.00	
	Maintenance	\$ 485.13	
	Utilities	\$ 5,024.95	
	Power	\$ 2,562.24	
	Extinguishers	\$ 47.50	
	Misc.	\$ 100.00	
Total Expenditures		<u>\$ 11,293.82</u>	
TOTAL NET INCOME (LOSS)		\$ 2,021.89	

Council Report: Castor Recreation Board Meeting on February 2, 2026

Prepared by: Councillor Matthew Sumegi

Meeting Overview

The agenda was accepted as amended to include an additional item under Business: a second player transfer request. The meeting proceeded through adoption of the January 5, 2026 minutes, review of the December 31, 2025 financial reports, ball season business items, and reports. There was no closed session, and the meeting adjourned following the reports.

Financial Reports

The board reviewed the town-operated accounts as of December 31, 2025:

- Minor Sports: \$13,001.24 (no change)
- Skating Club: -\$1,721.55 (arena rental impact)
- Care for Kids: \$9,036.27 (donation received)
- Minor Hockey: \$4,333.56 (ice rent offset by U11, U9, and U7 fees received)
- Recreation Donations: \$1,802.91 (no change)
- Minor Sports Fundraising: \$12.73 (no change)
- Summer Camp: \$12,801.08 (no change)

The financial position remains stable overall, with minor fluctuations explained in the notes. The report was accepted for information.

Business – 2026 Ball Season

1. **2026 Ball Registration and Committee Update** Joint registration with Coronation concluded January 25, 2026 (with late entries to January 29). Numbers as of January 29 show mixed participation:
 - Learn to Play: Castor 12, Coronation 9
 - Coach Pitch: Castor 10, Coronation 8
 - 9U Baseball: Castor 14, Coronation 7
 - U9 Softball: Castor 2, Coronation 8
 - 11U Baseball: Castor 8, Coronation 10
 - U11 Softball: Castor 5, Coronation 12
 - 13U Baseball: Castor 3, Coronation 6
 - U13 Softball: Castor 5, Coronation 11
 - 15U Baseball: Castor 3, Coronation 4
 - U15 Softball: Castor 8, Coronation 10
 - U17 Softball: Castor 7, Coronation 6
 - 18U Baseball: Castor 3, Coronation 7
 - U19 Softball: Castor 4, Coronation 6

Following a January 26 meeting with Coronation representatives, discussions continue on team structures (independent, amalgamated, or split). Upcoming meetings include:

- U11 baseball joint parent/guardian meeting: February 17, 2026, 7:00 p.m., Golden Circle Building, Castor.
- Coaches/Managers meeting for joint teams: February 24, 2026, 6:00 p.m., Coronation Curling Rink.

Final team selections will involve the joint committee and coaches. Interest was noted in NCCP coaching clinics by Neutral Hills Baseball Academy in Veteran (minimum 8 coaches needed per workshop; dates expected by end of February). Key provincial deadlines were reviewed (e.g., March 15 for Baseball Alberta AAA entry).

The Ball Committee Update was received for information.

2. **2026 Castor Crush Candy Cup** Building on the prior intent to host on May 9, 2026, the board decided to maintain the entry fee at \$500 per team (same as 2025, no charge for Castor teams). The item was moved off the agenda into committee for further work (e.g., age divisions, rates, logistics) between now and the next board meeting.
3. **Player Transfers** Two requests were considered and both approved. These approvals align with provincial processes (e.g., Softball Alberta/Baseball Alberta transfer/release rules), allowing the players to pursue higher-calibre opportunities.

Reports

- **Director of Community Services Report:** Accepted for information. Updates included arena supply orders/scheduling, LiveBarn secondary camera installation, support to Castor Minor Sports Council (CMS) on licensing/financials/tournaments (U7/U11), Royals game, New Year's Eve fundraiser, and extensive joint ball coordination with Coronation (registration, meetings, follow-ups).
- **Board Member Reports:** Accepted for information. Discussion occurred around organizing a combined softball/baseball coach training day, with potential men's and women's trainers identified and will be contacted for participation.
- **Castor Minor Sports Report:** N/A

Respectfully submitted,

Matthew Sumegi
Councillor, Town of Castor



CAO REPORT

February 5th, 2026

Since the last report to Council, the CAO:

Administration:

- Attended (meetings):
 - SMT (weekly)
 - BRIC meeting
 - Municipal Planning Commission
 - Fire Department Award Ceremony
 - Castor and Area Health Care Providers Attraction and Retention Committee
 - Municipal Accountability Program Interview
 - Municipal Development Plan meeting
 - Recreation Board meeting
 - Trinus security training
 - AB Munis' Town Webinar

Recreation:

- Castor Minor Sports
 - Financial Records Support
- Recreation Department
 - U11 Tournament Support
 - Various Communications regarding hockey tournaments and team requests
 - Various Communications with partner communities and parents
 - Communications with Arena staff regarding projects and upcoming needs and wants at the arena for 2026
 - Recreation Board packages
 - Softball player transfers completed

Development:

- Development Permit (1) - permit is in the appeal stage
- Development Permit (1) – permitted sign - approved
- Resident inquires and conversations regarding approved developments and the development process

Bylaw:

- Enforcement commenced on various infractions

Safety:

- Reviewed reports received

Other:

- Tax Municipal Acquisitions filed
- Year end invoices were completed
- GST for 2025 filed
- Reviewed insurance invoice
- Reviewed summer employment opportunity postings
- In progress – Financial Year End
- In progress – 2026 budget
- In progress - 5006 – 51 St. Property and Building Inspection was initiated on April 23, 2025
- In progress – Highway lots for sale – servicing
- In progress – Pothole/Micro Sealing road plan – 5 year plan