



**Northern Gateway**  
Public Schools

# 2026 - 29 Three-Year Capital Plan

## DRAFT

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# Executive Summary

Three-year Capital Plans are the basis of the Government's annual review and assessment of capital projects and priorities based on project drivers and needs criteria:

- Health and Safety
- Building Condition
- Enrollment Pressures
- Functionality and Programming
- Legal Rights

The Division's Three-Year Capital Plan identifies projects that will be submitted to Alberta Infrastructure for Project Evaluation and Prioritization.

Northern Gateway Public Schools' 2026-29 Three-Year Capital Plan requests the following capital projects:

1. a) Modernize Whitecourt Central School  
b) Modernize Pat Hardy Elementary School
2. a) Modernize Darwell School  
b) Modernize Grasmere School
3. a) Modernize Sangudo Community School School  
b) Modernize Elmer Elson Elementary School

Northern Gateway Public Schools fosters program-rich learning environments where students, teachers and our greater communities can do their best work, together. With 4,807 students from Kindergarten to Grade 12, we operate 16 schools, four colony schools, three off-campus Outreach schools and one In-reach campus in Fox Creek, serving the communities and surrounding areas of Alberta Beach, Onoway, Rich Valley, Darwell, Sangudo, Mayerthorpe, Whitecourt, Fox Creek and Valleyview.

*"School facilities reflect the jurisdiction's beliefs and values, and enhance learning opportunities and experiences for students."*



## YEAR ONE 2026-27 - (a): Modernize Whitecourt Central School

Whitecourt Central School is a Pre K-5 school with a current student capacity of 464. The adjusted enrollment is 394.5 and its current utilization of 85%.

Modernize Whitecourt Central School at an estimated cost of \$16,525,574.00.\*

An opportunity exists to modernize this school as the majority of the building is an old, wood framed structure with a wood framed floor system over a crawlspace. The school consists of the following sections: 1955, 1958, 1960, 1964, 1979, 1986, 1989 and 2010.

### Architectural and structural conditions:

- New flooring is required in most areas
- Windows require replacement
- Exterior of school needs to be upgraded
- Upgrade washrooms
- New interior finishes
- New exterior doors

### Mechanical Condition:

- Air conditioning is required in server room and modular classrooms
- Upgrade air handling system
- Upgrade mechanical system

### Electrical Condition:

- Upgrade main electrical distribution with surge protection
- Upgrade wiring to school excluding 2010 modulars
- Upgrade intercom and sound system
- Upgrade fire alarm system
- Upgrade security and access control systems
- New security camera system

### Site Condition:

- New staff and bus parking lot

*\*Does not include costs of external recreational ground facilities (i.e. track, football field, playgrounds).*



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## YEAR ONE 2027-28 - (b): Modernize Pat Hardy Primary

Pat Hardy Primary is a Pre K-5 school with a current student capacity of 425. The adjusted enrollment is 309.5 and its current utilization of 73%.

Modernize Pat Hardy Primary at an estimated cost of \$17,702,412.00.\*

An opportunity exists to modernize this school as the 1979 section consists of masonry walls with glulam beams and steel deck roof structure, and concrete slab on grade floor. The 1988 and 1990 sections consists of wood frame structure with a wood floor over a crawlspace. In 2006, three Modus modulars were added and in 2015 a Modus washroom and a A Modus modular classroom was added.

### Architectural and structural conditions:

- New flooring is required in most areas
- Windows require replacement
- Exterior of school needs to be upgraded
- New interior finishes
- Reroofing of the school is required
- New exterior doors
- Upgrade washrooms and changerooms

### Mechanical Condition:

- Air conditioning is required in server room and modular classrooms
- Upgrade air handling system in the 1988 section
- Upgrade mechanical system

### Electrical Condition:

- Upgrade main electrical distribution with surge protection
- Upgrade wiring to school excluding 2006 and 2015 modulars
- Upgrade intercom and sound system
- Upgrade fire alarm system
- Upgrade security and access control systems
- New security camera system

*\*Does not include costs of external recreational ground facilities (i.e. track, football field, playgrounds).*



## YEAR TWO 2027-28 - (a): Modernize Darwell School

Darwell School is a K-7 school with a current student capacity of 261. The adjusted enrollment is 158.5 and its current utilization of 61%.

Modernize Darwell School at an estimated cost of \$13,440,601.00.\*

An opportunity exists to modernize this school as the school consists of 3 sections. 1956 original building, a 1971 addition and new gym in 1989. The 1956 section was completely modernized in 1989. Building construction consists of masonry walls and glulam beams with steel deck. Concrete slab on grade floor structures throughout. Exterior finishes consist of paint on masonry walls and some metal cladding on the gym.

### Architectural and structural conditions:

- New flooring is required in most areas
- Windows require replacement
- Exterior of school needs to be upgraded to increase resistance to air infiltration/exfiltration for energy efficiency
- New interior finishes
- Re-roofing of the school is required
- New exterior doors
- Upgrade washrooms and change rooms
- Barrier free access to second floor required

### Mechanical Condition:

- Air conditioning is required in server room
- Upgrade air handling system
- Upgrade mechanical system in the entire school, replace furnaces and water heaters

### Electrical Condition:

- Upgrade main electrical distribution with surge protection, main distribution is obsolete
- Branch circuit panels need upgrading
- Upgrade intercom and sound system
- Upgrade fire alarm system
- Upgrade security and access control systems
- New security camera system
- Wiring and receptacles will require upgrading throughout the school

*\*Does not include costs of external recreational ground facilities (i.e. track, football field, playgrounds).*



## YEAR TWO 2028-29 - (a): Modernize Grasmere School

Grasmere School is a K-7 school with a current student capacity of 290. The adjusted enrollment is 130.5 and its current utilization of 45%.

Modernize Grasmere School at an estimated cost of \$13,166,368.00.\*

An opportunity exists to modernize this school. The 1996 permanent section of the school consists of masonry walls glulam beams with steel deck and concrete slab on grade floor. Exterior finishes consist of insulated stucco and metal cladding. In 1993, 4 portable classrooms were added.

### Architectural and structural conditions:

- New flooring is required in most areas
- Windows require replacement
- Exterior of school needs to be upgraded to increase resistance to air infiltration/exfiltration for energy efficiency
- New interior finishes
- Re-roofing of the school is required
- New exterior doors and windows
- Upgrade washrooms and change rooms
- Barrier free access to stage is required

### Mechanical Condition:

- Air conditioning is required in server room and modular classrooms
- Upgrade air handling system
- Upgrade mechanical system in the entire school, replace furnaces and water heaters

### Electrical Condition:

- Upgrade main electrical distribution with surge protection
- Branch circuit panels and branch circuits need upgrading
- Upgrade intercom and sound system
- Upgrade fire alarm system
- Upgrade security and access control systems

*\*Does not include costs of external recreational ground facilities (i.e. track, football field, playgrounds).*



## YEAR THREE 2028-29 - (a): Modernize Sangudo Community School

Sangudo Community School has a current student capacity of 213. The adjusted enrollment is 115.5 and its current utilization of 54%.

Modernize Sangudo Community School at an estimated cost of \$12,335,097.00.\*

The original section was constructed in 1962 with three additions in 1966, 1970 and 1976. With leasing 185.8 m<sup>2</sup> of space to Sangudo Children's Academy and Daycare, and a current utilization of 54%, an opportunity exists to modernize this school. The school generally consists of masonry walls and glulam beams with steel deck. Concrete slab on grade floor structures throughout. Exterior finishes consist of paint on masonry walls and some metal cladding on the gym.

### Architectural and structural conditions:

- New flooring is required in most areas
- Windows require replacement
- Exterior of school needs to be upgraded to increase resistance to air infiltration/exfiltration for energy efficiency
- New interior finishes
- Re-roofing of the school is required
- New exterior doors
- Upgrade washrooms and change rooms
- Cracks are evident in south area of the school adjacent to railway
- Engineering company completed a study of the south site of the school to confirm that the bank is stable

### Mechanical Condition:

- Air conditioning is required in server room
- Upgrade air handling system
- Upgrade mechanical system in the entire school, replace furnaces and water heaters

### Electrical Condition:

- Upgrade main electrical distribution with surge protection, main distribution is obsolete
- Branch circuit panels need upgrading
- Upgrade intercom and sound system
- Upgrade fire alarm system

*\*Does not include costs of external recreational ground facilities (i.e. track, football field, playgrounds).*





## YEAR THREE 2028-29 - (b): Modernize Elmer Elson Elementary

Elmer Elson Elementary is a K-6 school with a current student capacity of 498. The adjusted enrollment is 303.5 and its current utilization of 61%.

Modernize Elmer Elson Elementary at an estimated cost of \$21,733,110.00.\*

An opportunity exists to modernize this school. The permanent portions of the school generally consist of masonry walls with glulam beams and steel deck roof structure. Concrete slab on grade structures exists throughout. Exterior finishes on the school consist of insulated sand/cement aggregate stucco and metal cladding. The original building was constructed in 1982 along with four modular classrooms. In 1987, a permanent addition was constructed.

### Architectural and structural conditions:

- New flooring is required in most areas
- Windows require replacement
- Exterior of school needs to be upgraded to increase resistance to air infiltration/exfiltration for energy efficiency
- New interior finishes
- Re-roofing of the school is required
- New windows required for the entire school
- Upgrade washrooms and change rooms
- Barrier free access to stage is required

### Mechanical Condition:

- Air conditioning is required in server room and modular classrooms
- Upgrade air handling system for the 1987 section
- Upgrade mechanical system in the entire school as required

### Electrical Condition:

- Upgrade main electrical distribution with surge protection
- Branch circuits need upgrading
- Upgrade intercom and sound system
- Upgrade fire alarm system



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# APPENDIX A

NORTHERN GATEWAY  
February 28, 2025 ENROLLMENTS,  
SCHOOLS PROJECTED, AND PREVIOUS  
ENROLLMENTS

NORTHERN GATEWAY PUBLIC SCHOOLS  
Student Enrolment Report – February, 2025

SCHOOL	Gateway Academies	Home Schooling	ECS	1	2	3	4	5	6	Total Elementary (Grades 1-6)			7	8	9	Total Junior High			10	11	12	Total Senior High			Total Students - February, 2025			TOTAL FTE - February, 2025			Total FTE Difference +/- to Sept 30			Total Students - September 30, 2024			Total FTE - September 30, 2024			September 30, 2023 FTE			September 30, 2022 FTE			September 30, 2021 FTE			September 30, 2020 FTE			September 30, 2019 FTE			September 30, 2018 FTE			September 30, 2017 FTE			September 30, 2016 FTE			September 30, 2015 FTE			September 30, 2014 FTE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
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**5 Year Projected Enrolment for 2026-2029 Capital Plan**

	Yr 1	Utilization	Yr 2	Utilization	Yr 3	Utilization	Yr 4	Utilization	Yr 5	Utilization
Elmer Elson Elementary	301	66%	301	66%	301	66%	301	66%	301	66%
Pat Hardy Primary	307	76%	307	76%	307	76%	307	76%	310	77%
Whitecourt Central	313	67%	313	67%	313	67%	313	67%	315	68%
Darwell	134	51%	134	51%	134	51%	134	51%	134	51%
Grasmere	119	37%	119	37%	119	37%	119	37%	119	37%
Sanguo Community	119	66%	119	66%	123	68%	123	68%	123	68%

## **Honouring Spirit: Indigenous Student Award 2025 - 10 Nominations**

**Elmer Elson Elementary - Cougar Desjarlais - Grade 6**

**Hilltop High School - Janelle Cardinal - Grade 12**

**Onoway Elementary - Raylene Aginas - Grade 7**

**- Taezen Johnson - Grade 7**

**- Paisley Potts - Grade 7**

**- Lyla Turner - Grade 7**

**Onoway Junior Senior High - Amy Goertzen - Grade 12**

**Pat Hardy Elementary - Bhodon Mercredi - Grade 5**

**- Riley Mitchell - Grade 2**

**Whitecourt Central School - Madison Cardinal - Grade 3**

## Superintendent's Report

### Administration Meeting February 19 (SLQS 1-7)

1. School Visits formerly known as School Tours
2. Non-negotiables
3. Assurance surveys
4. Compass group sessions
5. Support staff recall
6. Teaching practicum student forms
7. Learning services budget and training
8. Timetable and instructional hours
9. Vrett update and PAT dates
10. AI direction
11. School councils
  - a. March 10th NGPS session
  - b. April 26th virtual symposium with opportunity at Division Office
12. Jordan's Principle update
13. EA survey ctm/ problem of practice

### Education Law Conference X2 (SLQS 2,3,4)

In the last week of February, I was able to attend the 2024 Education Law Year in Review summary event held by McLennan Ross LLP where their lawyers prepared briefs of any cases that involved the education sector and how these rulings alter and inform our business. McLennan Ross also presented another session that a few Division staff attended discussing undue hardship related to violent students.

### Jordan's Principle Funding Delays (SLQS 6)

We have not received any updates on this subject but we are hoping to be part of a group of Divisions that work together to broach the related topics of federal high-cost special needs funding and reliable funding through Jordan's Principle.

### School Councils Virtual Session (SLQS 1,3,6)

A thank you to our staff who organized an hour-long virtual session for our school councils ahead of the symposium event coming in April.

## **Announcement Round-Up** (SLQS 1,3,4,5,6)

In keeping with budget season there were several announcements and, at the time of writing, we are hopeful to see what these announcements mean in actual dollars when our Division Funding Profile arrives, hopefully in March.

- *New Federal/Provincial food program dollars.* This additional funding will prove helpful as prices increase and needs increase in all communities.
- *Education construction projects for this coming year including rural modernizations.* We are not expecting to be selected in this round but are hopeful for next year.
- *Funding Formula change to 30% for current year and 70% for next year predictions as opposed to the current moving average 20% previous year, 30% current year and 50% for the future year prediction.* This change will somewhat benefit growing Divisions in that they will receive funding closer to their actual student tallies. Declining Divisions will still have shallower rates of reduction than they would with a direct tally system, but will have less to work with as they decline.

## **Administrative Procedures**

AP 107 School Day and Year

## Administrative Procedure 107

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### SCHOOL DAY AND YEAR

#### Background

The Division believes in establishing a common Division school year to accommodate the effective delivery of the education program. The Division's school year calendar is developed and shared in a manner that benefits balanced student learning and provides for effective long range planning. Given the importance of a balanced school calendar for society - stakeholder feedback is essential in calendar planning and implementation.

#### Definitions

Instructional Day: A day during the school year when students receive instruction.

Instructional Time: Assigned time of instruction to students.

Non-instructional Day: A day when school staff have duties assigned by the Board but students do not attend.

Operational Day: A day on which teachers provide instruction and/or have other duties assigned by the Board (includes both instructional and non-instructional days).

School Calendar: Includes instructional, non-instructional and operational days.

#### Procedures

1. The Superintendent will recommend a common Division school year calendar. The school year calendar shall be approved by the Board no later than April 30 of the previous year for that calendar.
2. Working back from the April approval date, a school calendar draft shall be available on the Division Website for public review for at least two (2) months.
3. The draft school year calendar public review shall provide a request for feedback and response prior to the timeline for decision making. This will include a feedback from schools, school councils and other affected school jurisdictions.
4. The school year shall meet the requirements as set out in the Education Act and will generally provide for:
  - 4.1 One hundred and eighty-four (184) instructional days.
  - 4.2 Eleven (11) non-instructional days per school year for school professional activities approved by the Superintendent or designate, inclusive of:





- 4.2.1 Staff Planning and Development days, as required, at the beginning of the standard school year prior to students returning to school;
  - 4.2.2 Two (2) days to attend the local Alberta Teachers' Association organized Teacher's Convention;
  - 4.2.3 Parent-Teacher interview days or days in-lieu;
  - 4.2.4 One (1) development day at the end of a standard school year.
- 5. The school year for kindergarten students shall be formulated through consultation with the Superintendent or designate and principals.
- 6. The following shall be considered non-operational days:
  - 6.1 Labour Day
  - 6.2 National Day for Truth and Reconciliation
  - 6.3 Thanksgiving Day
  - 6.4 Remembrance Day
  - 6.5 Alberta Family Day
  - 6.6 Good Friday
  - 6.7 Easter Monday
  - 6.8 Victoria Day
  - 6.9 Fall Break
  - 6.10 Winter Recess (Christmas Holidays)
  - 6.11 Spring Recess (Spring Break)
  - 6.12 Summer Recess
- 7. If the application of operational days creates a shortfall in the required hours of instruction or days of operation, the prescribed outline of the school year will vary to meet the requirements of Alberta Education.
- 8. Principals shall submit to the Superintendent the following information by June 1 for the subsequent school year:
  - 8.1 The opening and closing times during the day;
  - 8.2 The noon and recess times; and
  - 8.3 Hours of instruction.

9. A request to the Superintendent to modify the approved school year must include the following:
  - 9.1 Rationale for the modification to the approved school year;
  - 9.2 Effect on busing and other schools;
  - 9.3 Number of instructional hours;
  - 9.4 Length of school day;
  - 9.5 Number of operational days;
  - 9.6 Consultation with local school council; and
  - 9.7 Other considerations.
10. Instructional Time
  - 10.1 Instructional Time shall be the time in which certificated teachers take responsibility for ensuring that learning activities for students are directed towards achieving outcomes of approved programs of educational studies or individualized approved education plans where there is:
    - 10.1.1 Teacher interaction with students, either face to face or by using information and communication technology for the purpose of teaching, assessing student achievement of outcomes and related educational activities which include tutorials, discussion groups and learning skills centers;
    - 10.1.2 Teacher interaction with students who are engaged in educational self-directed packages, independent study, computer assisted learning or classroom learning;
    - 10.1.3 Teacher supervision of educational presentations for or by students, educational workplace learning and other educational learning activities where a teacher is required to participate;
    - 10.1.4 Teacher attendance at student examinations or student tests; and
    - 10.1.5 Direct teacher-student educational interaction.
  - 10.2 Instructional Time shall not include:
    - 10.2.1 Teacher convention days;
    - 10.2.2 Professional development days;
    - 10.2.3 Parent-teacher interview days;
    - 10.2.4 Teacher planning days;
    - 10.2.5 Staff meetings or teacher meetings;
    - 10.2.6 Statutory and school authority declared holidays;

- 10.2.7 Lunch breaks;
- 10.2.8 Transition time or other breaks between classes;
- 10.2.9 Supervised study halls;
- 10.2.10 Time taken for registration of students;
- 10.2.11 Extracurricular activities;
- 10.2.12 Graduation ceremonies or rehearsals;
- 10.2.13 Recesses; and
- 10.2.14 Any days which schools are closed.

#### 11. Hours of Instruction

- 11.1 Hours of instruction shall follow the *Funding Manual for School Authorities as updated from time to time or, in the absence of government regulation, shall* be prescribed as follows:

- 11.1.1 ECS: Minimum 475 hours
- 11.1.2 Grades 1 through 9: Minimum 950 hours
- 11.1.3 Grades 10-12: Minimum 1000 hours (500 hours per semester)

Reference: Education Act 33 Base Instruction Funding Grades 1-12, Section 1.2, Funding Manual ECS Base Instruction Funding, Section 1.1, Funding Manual	
	Date Approved: April 1, 2021
	Reviewed or Revised: Executive: <u>March April, 2025</u>

References shall be updated as required and do not require additional approval.

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## Board Policy 2 – Appendix A

# Board Annual and Term Work Plans

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## **ANNUAL WORK PLAN**

### **SEPTEMBER to JUNE**

- Conduct Board Meetings (Policy 7, Section 2)
- Review Monthly Fiscal Accountability Reports (Policy 2, Section 4.6)

### **SEPTEMBER**

- Conduct a Governance, Strategy and Development Committee (GSD) Meeting (in Non-election Years)
- Conduct the Organizational Meeting (in Non-Election Years) (Policy 7, Section 1)
- Set the School Visits Schedule
- Review the PSBAA Fall AGM Agenda
- Host the Annual Employee Appreciation Evening (September/October) (Policy 2, Section 9.6)
- Review the Year-end Suspension Report
- [ASBA Long Service Awards Deadline September 16, 2025](#)

### **OCTOBER**

- Conduct the Organizational Meeting (in Election Years)
- Conduct a Board Orientation (in Election Years)
- Review the Annual School Council Reports (Policy 2, Section 2.7)
- Review the ASBA Proposed Position Statements (non-election years)
- Host the Annual Employee Appreciation Evening (September/October) (Policy 2, Section 9.6)

### **NOVEMBER**

- Approve the Annual Education Results Report (AERR) (Policy 2, Section 1.10)
- Approve the Audited Financial Statements (Policy 2, Section 4.7)
- Conduct the School Results Review (November/December)
- Review and accept the School Operational Viability Report (Policy 15)
- Review the Annual Community Engagement Strategies (Policy 8, Section 4.2)

### **DECEMBER**

- Approve the Borrowing By-law
- Conduct the School Results Review (November/December)
- Conduct a Governance, Strategy and Development Committee (GSD) Meeting (following School Results Review)
- Identify Goals for the Advocacy Plan (Policy 2, Section 8.2)

## JANUARY

- Review the Draft School Calendars (Policy 2, Section 9.5)
- [ASBA Honouring Spirit: Indigenous Student Awards Nominations \(February 5, 2025 Deadline\)](#)

## FEBRUARY

- Approve the Infrastructure Maintenance Renewal Work Plan (IMR)
- Approve the School Calendar (Policy 2, Section 9.5)
- Approve the Advocacy Plan (Policy 2, Section 8.3)
- Identify Possible Position Statements for ASBA Fall General Meeting (non-election years)
- Determine Need for Board Self-Evaluation/Review Previous Evaluation (Policy 7, Section 11)
- Conduct the First Finance Committee Meeting
- Contribute to the Three-Year Educational Planning Process (Policy 2, Section 1.3, 1.4)
- [ASBA Friends of Education Award Discussion \(March 18, 2025 Deadline\)](#)

## MARCH

- Approve the Three-Year Capital Plan (Policy 2, Section 4.8)
- Approve All Board-Directed Fees (Policy 2, Section 4.3)
- Conduct a Governance, Strategy and Development (GSD) Committee Meeting
- [ASBA Edwin Parr Teacher Award \(March 18, 2025 Deadline\)](#)
- [PSBAA Awards Deadlines](#)

## APRIL

- Review the Draft Three-Year Education Plan (Policy 2, Section 1.4)
- [ASBA Lieutenant Governor of Alberta Student Award \(April 14, 2025 Deadline\)](#)

## MAY

- Approve the Division Budget (Policy 2, Section 4.2)
- Approve the Three-Year Education Plan (Policy 2, Section 1.10)
- Conduct the Second Finance Committee Meeting to Discuss Provincial Budget
- Set Board Regular/Organizational Meeting Dates, Results Review Dates, and Workshop Dates
- Review the ASBA Proposed By-Law Changes and Budget
- Attend the ASBA Zone 2/3 Awards Ceremony

## JUNE

- Receive the Superintendent's Annual Review of the SLQS
- Conduct a Governance, Strategy and Development (GSD) Meeting
- [ASBA Awards Discussion](#)

## **TERM WORK PLAN**

### **DECEMBER – Year 3**

- Review and Confirm Ward Boundaries  
Policy 19, Section 4: The Board shall pass a by-law to reaffirm ward and subdivision boundaries, or if necessary, adjust boundaries, within the first three years of a term of office.

## **AWARDS DEADLINES (2025)**

### Alberta School Boards Association (ASBA)

February 5	Honouring Spirit: Indigenous Student Awards
March 18	Edwin Parr Teacher Award
March 18	Friends of Education Award
April 14	ASBA Lieutenant Governor of Alberta Student Award
September 16	Community Engagement Award
September 16	Distinguished Service Award
September 16	School Board Innovation and Excellence Award
September 16	Distinguished Service Award
September 16	Long Service Awards

### Public School Boards' Association of Alberta (PSBAA)

March	Advancing Association Business and Initiatives
March	Long Service Awards
March	Special Contribution to Public Education
March	Special Contribution to Public Education: Media
March	Dick Baker Legacy Award

References: Education Act -- Sections 33, 51, 52, 53, 54, 60, 67, 139, 222  
 Fiscal Planning and Transparency Act  
 Local Authorities Elections Act  
 Borrowing Regulation  
 Disposition of Property Regulation  
 Early Childhood Services Regulation  
 Investment Regulation  
 School Fees Regulation  
 Truth and Reconciliation Commission Calls To Action