

COUNTY OF PAINTEARTH NO. 18

COUNTY COUNCIL MEETING

TUESDAY, FEBRUARY 06, 2024

9:00 A.M.

AGENDA

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA
3. ADOPTION OF THE PREVIOUS MINUTES
 - A. Regular County Meeting January 16, 2024.
4. PUBLIC HEARING
 - A. None.
5. DELEGATIONS
 - A. Castor Library Delegation 9:00 a.m.
 - B. Battle River Watershed Alliance 10:30 a.m.
6. BUSINESS
 - A. None.
7. BYLAWS
 - A. None.
8. COUNCILLOR REPORTS
 - A. Verbal Reports.

9. ADMINISTRATION REPORTS

- A. Chief Administrative Officer Report
- B. Assistant Chief Administrative Officer Report
- C. Community Services Director Report
- D. Strategic Initiatives Manager Report (verbal)
- E. Bylaw Officer Report (verbal)

10. FINANCIAL

- A. Budget Report

11. CORRESPONDENCE

- A. Stewart Twa re: TD Coronation Branch closure
- B. Busy Beaver Daycare donation request for Feb 20-22 Online Auction

12. CONFIDENTIAL ITEMS

- A. *Freedom of Information and Protection of Privacy Act, R.S.A. 2000, Chapter F-25: Part 1, Div. 2, Sec 16(1)*

13. ADJOURNMENT

Upcoming Council Meeting Dates – February 21, 2024; and, March 5, 2024. Council Meeting dates are subject to individual change and commence at 9:00 a.m. Request Council to confirm April-June dates

COUNTY OF PAINTEARTH NO. 18
REGULAR COUNCIL MEETING
MINUTES
TUESDAY, JANUARY 16, 2024

The Regular meeting of the Council of the County of Paintearth No. 18 held in Council chambers in the municipal office on Tuesday, January 16, 2024, commencing at 9:00 a.m.

IN ATTENDANCE:

Reeve:	Stan Schulmeister
Councillors:	Dale Norton, Terry Vockeroth, Maurice Wiat, Sandy Shipton, Diane Elliott
Chief Administrative Officer:	Michael Simpson
Assistant Chief Administrative Officer:	Lana Roth
Community Services Director:	Todd Pawsey
Director of Public Works:	Bryce Cooke
Environmental Services Director:	Jeff Cosens
Community Bylaw Officer:	Colm Fitz-Gerald
Strategic Initiatives Manager:	Kaitlyn Kenney

CALL TO ORDER:

Reeve Schulmeister called the meeting to order at 9:01 a.m.

ADOPTION OF AGENDA:

01.16.24.464

Regular Council Meeting Agenda – January 16, 2024 - MOVED by Deputy Reeve Wiat for adoption of the Regular Council Meeting Agenda of January 16, 2024, with the following additions:

9D – Strategic Initiatives Manager Report – Supplemental Item re: MITACS Grant Request
Carried

ADOPTION OF PREVIOUS MINUTES:

01.16.24.465

Regular County Council Meeting Minutes – December 19, 2023 - MOVED by Councillor Elliott for the adoption of the minutes of the Regular County Council Meeting held on December 19, 2023.

Carried

PUBLIC HEARING:

None.

DELEGATIONS:

None.

BUSINESS:

REGULAR COUNCIL MEETING
JANUARY 16, 2024

- 01.16.24.466 RFD – Bylaw 690-20 Schedule D Amendment - MOVED by Councillor Vockeroth that Schedule D of Bylaw 690-20 be amended with an increased water consumption rate per cubic meter to be \$3.30/M3 effective for the February 1, 2024 billing period.
Carried
- 01.16.24.467 RFD – Winterfest in-kind Support Request – MOVED by Councillor Shipton that the County provide an in-kind donation to the Castor Winterfest Committee of firewood and picnic tables to be supplied by Public Works staff.
Carried
- 01.16.24.468 RFD – U18 Volleyball Rec & Community Service Grants – MOVED by Councillor Norton that the County grant \$500 to the Castor U18 Volleyball team as per County policy for expenses related to travelling to Provincials and Nationals in the months of April and May.
Carried
- 01.16.24.469 RFD – Rescind Policy SC001 – MOVED by Councillor Vockeroth that the County rescind policy SC001 due to redundancy.
Carried
- 01.16.24.470 RFD – Coronation Memorial Library annual funding request – MOVED by Deputy Reeve Wiart to grant Coronation Memorial Library \$7,500 as per approved County policy regarding annual library grants from the County.
Carried
- 01.16.24.471 RFD – Coronation Memorial Library 2024 budget approval – MOVED by Councillor Shipton that the County of Paintearth approve the draft budget submitted by the Coronation Memorial Library for 2024 as per municipal membership requirements.
Carried
- 01.16.24.472 RFD Alberta Counsel MITACS Grant proposal for \$5,000 re: Biomass Feasibility – MOVED by Councillor Shipton that Administration apply for a MITACS research matching grant, with the County portion being \$5,000 to provide data to the County on Biomass availability and feasibility in Paintearth County.
Carried
- 01.16.24.473 RFD – PERC/DIRC application for credits on uncollectable taxes – MOVED by Councillor Vockeroth that the County apply for PERC program credits in the amount of \$77,823 and DIRC program credits in the amount of \$1,494.80 regarding uncollectable taxes.
Carried
- 01.16.24.474 RFD – Write off outstanding accounts – MOVED by Councillor Norton that the County write off outstanding accounts deemed uncollectable for rolls 46000180, 46000181, 70003910, 70004710, 70004720, 70004730, 70004740, 70008160, 70008710, 70008720, 70009370, 70010430, 70011190, 70011660, 70012400, 70004100, 700111630, totalling \$167,484.26 for the years 2020 – 2023 inclusive.
Carried
- BYLAWS:
- 01.16.24.475 Bylaw 719-24 Land Use Rezoning Application - MOVED by Councillor Elliot that Bylaw 719-24 Land Use Bylaw Rezoning Amendment be given first reading.
Carried

REGULAR COUNCIL MEETING
JANUARY 16, 2024

- 01.16.24.476 Bylaw 720-24 Schedule of Fees Bylaw - MOVED by Councillor Norton that Bylaw 720-24 Schedule of Fees Bylaw be given first reading.
Carried
- 01.16.24.477 MOVED by Deputy Reeve Wiart that Bylaw 720-24 be given second reading.
Carried
- 01.16.24.478 MOVED by Councillor Elliott that Unanimous Consent be given for third reading of Bylaw 720-24.
Carried
- 01.16.24.479 MOVED by Councillor Norton that Bylaw 720-24 be given third and final reading.
Carried
- 01.16.24.480 Bylaw 718-24 Annual Borrowing Bylaw - MOVED by Councillor Vockeroth that Bylaw 718-24 Annual Borrowing Bylaw be given first reading.
Carried
- 01.16.24.481 MOVED by Councillor Norton that Bylaw 718-24 be given second reading.
Carried
- 01.16.24.482 MOVED by Councillor Elliott that Unanimous Consent be given for third reading of Bylaw 718-24.
Carried
- 01.16.24.483 MOVED by Deputy Reeve Wiart that Bylaw 718-24 be given third and final reading.
Carried
- COUNCILLOR REPORTS:**
- 01.16.24.484 Councillor Reports – MOVED by Councillor Vockeroth to adopt the verbal Councillor Reports as information.
Carried
- ADMINISTRATION REPORTS:**
- 01.16.24.485 Chief Administrative Officer Report – MOVED by Councillor Norton to approve the Chief Administrative Officer's Report as presented.
Carried
- 01.16.24.486 Assistant CAO Report – MOVED by Councillor Shipton to approve the Assistant CAO Report as presented.
Carried
- 01.16.24.487 Community Services Director Report – MOVED by Councillor Shipton that the Community Services Director Report be approved as presented.
Carried
- 01.16.24.488 Strategic Initiatives Manager Report – MOVED by Councillor Norton that the Strategic Initiatives Manager Report be approved as presented.

REGULAR COUNCIL MEETING
JANUARY 16, 2024

Carried

01.16.24.489 MITACS Grant Application re: Bulwark Archives Research – MOVED by Councillor Vockeroth that the County apply for a matching grant under the MITACS matching grant program with the County portion being \$10,000 for research on Bulwark historic townsite in relation to the Bulwark legacy project.

Carried

01.16.24.490 RMA invitation to Coronation council and Administration – MOVED by Councillor Norton that the County extend an invitation to the Town of Coronation for two elected officials and the CAO to join Council as their guests at the March RMA convention.

Carried

01.16.24.491 Public Works Director Report – MOVED by Councillor Elliott that the Public Works Director report be approved as presented.

Carried

Recess – the meeting recessed at 10:26 a.m. and reconvened at 10:42 a.m.

FINANCIAL:

01.16.24.492 December 31, 2023, Unaudited Financial Year end summary budget report – MOVED by Councillor Norton that the December 31, 2023, unaudited year-end financial summary budget report be approved as presented.

Carried

CORRESPONDENCE:

01.16.24.493 Municipal Affairs re: Coronation ACP Grant – MOVED by Councillor Elliott that the correspondence from Municipal Affairs be received and filed.

Carried

01.16.24.494 RMA Member Bulletin re: LGFF Allocation Formula – MOVED by Councillor Norton that the correspondence from RMA be received and filed.

Carried

01.16.24.495 Municipal Affairs re: Assessment Model Review, Tax incentives for Oil and Gas – MOVED by Deputy Reeve Wiart that the correspondence from Municipal Affairs be received and filed.

Carried

01.16.24.496 JD and Sandra Johnson letter to Council re: Solar Developments – MOVED by Councillor Elliott that the correspondence from Sandra and JD Johnson be received and filed.

Carried

01.16.24.497 FCM Membership Request for 2024 – MOVED by Councillor Vockeroth that Council become and FCM member for 2024 for a cost of \$687.76 and that members of Council who are able be registered by Administration to attend the Calgary FCM Annual Conference from June 6-9.

Carried

01.16.24.498 iHunter County Map Sales Report – MOVED by Councillor Norton that the iHunter County map sales report be received and filed.

REGULAR COUNCIL MEETING
JANUARY 16, 2024

Carried

CONFIDENTIAL ITEMS:

01.16.24.499 **Closed Session** - MOVED by Deputy Reeve Wiart that Council move to Closed-Session at 11:16 a.m. to discuss items under the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, Chapter F-25: Part 1, Div. 2, Sec. 16(1)

Carried

01.16.24.500 **Open Meeting** - MOVED by Councillor Norton that Council return to an Open Meeting at 11:50 a.m.

Carried

Recess – the meeting recessed at 11:51 a.m. to allow return of the public.

Reconvene – the meeting reconvened at 11:53 a.m. with no public present.

01.16.24.501 **Paintearth Adult Learning Support Request re: Norquest Health Care Aide program** – MOVED by Councillor Elliott that the County provide a loan in the amount of \$2,446 to Paintearth Adult Learning to assist with enrollment costs regarding the Norquest College Castor-campus Health Care Aide program.

Carried

ADJOURNMENT:

Adjournment – Reeve Schulmeister adjourned the meeting at 11:55 a.m.

These minutes approved this _____ day of _____, 20_____.

Reeve

Chief Administrative Officer



CAO Report

Meeting: Regular Council Meeting

Meeting Date: February 6, 2024

1. January 17, 2024 – Present
 - i. Byemoor Intermunicipal Meeting with Special Areas, Starland and Stettler Counties.
 1. Good information sharing with Stettler County re: Water allocations, intermunicipal service agreements and future meetings.
 - ii. Review of OH&S County policies begun for review cycle requirements
 1. Several policies are up for review by CAO before any recommendations for changes show up on Council agenda.
 - iii. Discussions with Alberta Counsel re: Biomass research, candidates and pilot sites
 1. Discussions with local feedlots indicated some total cattle head counts that are being pushed back out to companies with portable biodigester technology to determine if a sufficient quality of manure biomass exists.
 - iv. Tabletop ESS Exercise planning with AEMA and urban muni stakeholders
 1. Community Services Director ran a good meeting, plans being made for actual exercise dates.
 - v. MCC meeting with Red Deer County and EQUUS regarding contract matters
 1. NOME contract discussed in detail between parties, directions on amendments to proposed agreements underway with RDC and EQUUS input. CPE to meet with EQUUS in Feb for next round of remaining items proposed under Managed Services Agreement.
 - vi. CRMA Zone 2 meeting at Castor Hall
 1. Strategic Initiatives Manager has put excellent effort into preparing an emergent resolution to go forward in March, in concert with the Reeve and RMA representative.
 - vii. PRWM Board Meeting
 1. 2023/24 operating and capital budgets passed. PRWM anticipates taking a more modest stance on special projects and capital upgrades while keeping an eye to the future in how provincial policy impacts around EPR potentially relieve some financial pressure on the waste transfer service and its members.
 - viii. Professional Development
 1. Workplace employment contracts, review of summary dismissal vs implied notice entitlements in Common Law and Statutory Law. Cool stuff!
 - ix. Agenda Package preparation
 - x. Meeting with Coronation CAO, PEPS REDA Executive Director and Mayor of Oyen regarding industrial developments
 - xi. Hosted meeting for Stettler County and RMA re: Oil & Gas unpaid taxes
 - xii. Individual meetings with staff as required
 - xiii. Commenced/Delegated Statistics Canada National Infrastructure Survey
 - xiv. Received new fire tanker with Castor Fire and Reeve. Preliminary inspection shows touchup items still required in terms of additional fittings, but Castor Fire pleased with the new apparatus.

Prepared By: _____


Michael Simpson, Chief Administrative Officer



County of Paintearth
No. 18

9b)

Assistant CAO Report

Meeting: Regular Council

Meeting Date: February 6, 2024

1. Entered the approved operating budget into Microsoft Dynamics GP accounting software
2. Work on year end preparation (deferred revenue, LTS, BRIC sustainability invoices, over/under levy, due from provincial and federal governments, prepaid warranty, gravel inventory)
3. Review year end invoices from Towns/Village (Doctor recruitment, recreation, fire, Castor police Steno)
4. Work on assignments relating to Municipal Law 2 course for NACLAA level 2
5. Review final reporting documents from Lochaven for the PrairiesCan Grant
6. February 2 – CMRA meeting Castor Community Hall
7. February 5 - BREOC meeting

Prepared By: Lana Roth, Assistant Chief Administrative Officer



Director's Report

Department: Community Services

Meeting: Regular Council Meeting

Meeting Date: February 6, 2024

1. Planning and Development

- i) Cabin on the Coulee farm – Public Hearing for rezoning bylaw Feb 21, '24 @ 11 am
- ii) Solar developments and LUB update – working on research for battery storage systems for inclusion to final update recommendations
- iii) Continued work with issuing dev permits as per normal, one residence and one cabin

2. Industry Report

- i) Besides other projects in the NW corner is the fibre optic line connecting the Tinchebray sub to the EATL that will also be constructed this spring. All work will be on private lands and not County ROW's and all land approvals have been secured, according to the ATCO planner in submissions to the County.

3. Emergency Management – Held a regional partnership EM meeting with our partners and consultants as well as AEMA field officers and provincial ESS staff recently. Exercises will be planned for this spring and large regional exercise is tentatively scheduled for Emerg Prep week the first full week of May as our past practice has been.

- i) In review of the changes occurring in Halkirk since the project has commenced, there is a recommendation for the plan to be changed, to include Halkirk within the County EM plan, and to have the County DEM act as the DEM for Halkirk, with the Village to still appoint and have in place their own Deputy DEM. Discussions are welcome, and pending the outcome of discussions with Halkirk council this Thursday the EM plans, bylaws and partnership docs will be amended to reflect this situation. Now is the time to complete this amendment rather than to get all docs and bylaws in place then change to fit what works later.
- ii) Recently completed the annual FCP and Mutual Aid agreement with Alberta Wildfire and Forestry, however converted to a 3 year term to save annual red tape of signing the same thing.

Prepared By: Todd Pawsey, Director of Community Services

10a)

COUNTY OF PAINEARTH NO 18

For the One Month Ending January 31, 2024

	<u>2023</u>	<u>2024</u>	<u>2024</u>	<u>Difference</u>	<u>% Remaining</u>
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>		
Revenue					
Sales to Other Governments	\$67,880.97	\$44,500.00		\$44,500.00	\$1.00
Sales & User Charges	297,525.47	430,254.00	7,180.02	423,073.98	0.98
Licenses & Permits	46,465.52	16,000.00	400.00	15,600.00	0.98
Government Transfers	602,766.10	419,247.00	18,957.89	400,289.11	0.95
Rental Revenue	345.00	200.00		200.00	1.00
Lease & Royalties	16,086.81	15,000.00	3.67	14,996.33	1.00
Return on Investment	1,816,662.51	950,450.00	11.08	950,438.92	1.00
Penalties & Costs	100,195.42	100,000.00		100,000.00	1.00
Other Revenue	18,064.63	61,000.00	1,439.96	59,560.04	0.98
Gain on Sale	150,732.66	10,000.00		10,000.00	1.00
Total Revenue	<u>3,116,725.09</u>	<u>2,046,651.00</u>	<u>27,992.62</u>	<u>2,018,658.38</u>	<u>0.99</u>
Expenses					
General	261,946.05	321,500.00	129,495.53	192,004.47	0.60
Legislative	627,601.84	1,073,500.00	6,772.90	1,066,727.10	0.99
Administration	1,704,685.14	2,054,250.00	143,507.83	1,910,742.17	0.93
Fire Protective Services	165,259.17	216,500.00	110,879.50	105,620.50	0.49
Disaster & Emergency Services	44,125.29	65,250.00		65,250.00	1.00
Ambulance Services	10,495.00	12,500.00	5,879.50	6,620.50	0.53
Bylaw Enforcement	349,770.84	495,000.00	13,823.44	481,176.56	0.97
Public Works	6,001,348.17	8,519,286.00	310,184.08	8,209,101.92	0.96
Water Supply	444,980.65	460,900.00	21,597.65	439,302.35	0.95
Waste Water	38,895.00	13,500.00		13,500.00	1.00
Family & Community Support Services	101,768.88	105,000.00	45,915.77	59,084.23	0.56
Municipal Planning & Development	149,759.98	214,800.00	17,039.62	197,760.38	0.92
Subdivision		85,000.00		85,000.00	1.00
Agricultural Service Board	505,996.84	648,200.00	34,523.09	613,676.91	0.95
Recreation Board	184,350.00	550,000.00	134,000.00	416,000.00	0.76
Parks & Recreation	83,352.77	92,700.00	839.25	91,860.75	0.99
Culture	40,840.00	42,000.00	27,406.71	14,593.29	0.35
Requisitions	114,625.00	149,000.00	62,600.00	86,400.00	0.58
Total Expenses	<u>10,829,800.62</u>	<u>15,118,886.00</u>	<u>1,064,464.87</u>	<u>14,054,421.13</u>	<u>0.93</u>

11a)

Michael Simpson

From: [REDACTED]
Sent: January-29-24 9:57 AM
To: damien.kurek@parl.gc.ca
Cc: Michael Simpson
Subject: Coronation bank closure

Good morning,
This letter is in reference to the TD bank closing the Coronation branch. I have contacted the following TD representatives to discuss this matter:

Russel Anderson
TD District VP
[REDACTED]

Robert Ghazal
VP of Region
[REDACTED]

I would invite you to reach out to them and voice your concerns about the bank pulling out of rural Alberta. One of the things that we need to consider is which local rural branches are next?? If you have any questions please call me at [REDACTED].

Please confirm by return email that you have contacted these individuals.

Thank You,
Best Regards,
Stewart Twa

11b)



**Busy Beaver Daycare
C/O Castor Child Care Society
PO Box 952
Castor Alberta
T0C 0X0
403-882-4142**

January 18, 2024

To whom this may concern,

“Children are not a distraction from more important work, they are the most important work”.

As you may know, the Busy Beaver Daycare is a local Non-Profit Daycare facility in Castor, AB. As a non-profit organization, we strive to survive on the many fundraisers we do throughout the year, to keep our parent costs as low as possible and our facility open.

To raise funds and hopefully cut out a few of our smaller fundraisers, we would like to introduce our Third Annual Online Facebook Auction – February 20-22, 2024.

With the help of the communities in the area, last year’s auction was a great success! We are asking businesses to help us make this year’s event an even bigger success by donating an item of any value to be auctioned off! We are striving to keep our doors open with a reputable name and hope to have an even bigger auction this year!

If your business is interested in donating to our event, please reach out to Crystal Smith at 403-741-6651 or smithcrystal06@gmail.com, or contact Kayla at the daycare facility at 403-882-4142 or castordaycare@syban.net. The donation can be any type of auction item that you think would be a great fit.

Thank you for your time and we hope that you can help make our auction amazing.

Sincerely,
Busy Beaver Daycare