

COUNTY OF PAINTEARTH NO. 18

COUNTY COUNCIL MEETING

WEDNESDAY, JULY 3, 2024

9:00 A.M.

A G E N D A

1. CALL TO ORDER
2. ACCEPTANCE OF AGENDA
3. ADOPTION OF THE PREVIOUS MINUTES
  - A. Regular County Meeting June 18, 2024
4. PUBLIC HEARING
  - A. None.
5. DELEGATIONS
  - A. None.
6. BUSINESS
  - A. Recreation & Community Service Grant: U17 Girls Provincial Softball
  - B. Recreation & Community Service Grant: U13 Girls Provincial Softball
  - C. Coronation Memorial Library – 2024 Budget - Membership Approval Rq'd
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. Strategic Initiatives Manager Report
- D. Public Works Director Report
- E. Environmental Services Director Report

10. FINANCIAL

- A. None.

11. CORRESPONDENCE

- A. None.

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)(ii), 23(1)(a)*

13. ADJOURNMENT

**Upcoming Council Meeting Dates** – July 16, August 6, August 20, September 4, September 17, October 1, 2024. Council Meeting dates are subject to individual change and commence at 9:00 a.m.

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

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

IN ATTENDANCE:

Reeve:	Stan Schulmeister
Councillors:	Dale Norton, Terry Vockeroth, Maurice Wiart, Sandy Shipton, George Glazier, Diane Elliott
Chief Administrative Officer:	Michael Simpson
Assistant Chief Administrative Officer:	Lana Roth
Environmental Services Director:	Jeff Cosens
Strategic Initiatives Manager:	Kaitlyn Kenney
Bylaw Officer	Colm Fitz-Gerald
Community Services Director	Todd Pawsey
Administrative Assistant	Courtney Algot

CALL TO ORDER:

Reeve Schulmeister called the meeting to order at 8:59 a.m.

ADOPTION OF AGENDA:

**06.18.24.688**  
Regular Council Meeting Agenda – June 18, 2024 - MOVED by Councillor Norton to adopt the Regular Council Meeting Agenda of June 18, 2024, with the following additions:  
11. B Alberta Municipal Affairs – Canada Community Building Fund (CCBF) Renewal Application,  
12. A *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, Chapter F-25: Part 1, Div. 2, Sec. 16(1)(c)(1) and Sec. 17(1)(d)(f).  
**Carried**

ADOPTION OF PREVIOUS MINUTES:

**06.18.24.689**  
Regular County Council Meeting Minutes – June 4, 2024 – MOVED by Deputy Reeve Wiart that the Regular County Council Meeting Minutes for June 4, 2024 be approved as presented.  
**Carried**

BUSINESS:

**06.18.24.690**  
RFD – Funding Application Recreation and Community Service Grants re: U13 D Provincial Softball – MOVED by Councillor Elliott that the support request for \$500.00 to the applicant be granted.  
**Carried**

REGULAR COUNCIL MEETING  
JUNE 18, 2024

06.18.24.691 RFD – Funding Application Recreation and Community Service Grants re: U17 D Provincial Softball – MOVED by Councillor Shipton that the support request for \$500.00 to the applicant be granted. Carried

06.18.24.692 RFD – Funding Application Recreation and Community Service Grants re: U11 A Provincial Baseball – MOVED by Councillor Glazier that the support request for \$500.00 to the applicant be granted. Carried

06.18.24.693 RFD – Brownfield Hall Committee – In Kind Donation Request – Parking Lot Gravel – MOVED by Councillor Vockeroth that the County of Paintearth provide Brownfield Hall Committee a donation of 80 tonnes of 1.5” gravel & trucking costs for an approximate value of \$2,470.00. Carried

06.18.24.694 RFD – Castor Golf Club – In Kind Donation Request - Sand Hauling– MOVED by Deputy Reeve Wiart that the County of Paintearth provide Castor Golf Club with one load of in-kind trucking for sand from the Torrington area. Carried

06.18.24.695 RFD – Opportunity to Market Geospatial Data– MOVED by Councillor Glazier that the County of Paintearth enter into a Geospatial Data Marketing Agreement with Tarin Resource Services 1994 Ltd, this 18<sup>th</sup> day of June, 2024. Carried

COUNCILLOR REPORTS:

06.18.24.696 Councillor Reports – MOVED by Councillor Glazier to adopt the verbal Councillor Reports as information. Carried

ADMINISTRATION REPORTS:

06.18.24.697 Assistant Chief Administrative Officer's Report – MOVED by Councillor Norton to approve the Assistant Chief Administrative Officer's Report as presented. Carried

06.18.24.698 Chief Administrative Officer's Report – MOVED by Deputy Reeve Wiart to approve the Chief Administrative Officer's Report as presented. Carried

06.18.24.699 Public Works Director's Report – MOVED by Councillor Shipton to approve the Public Works Director's Report as presented. Carried

06.18.24.700 Environmental Services Director's Report – MOVED by Councillor Elliott to approve the Environmental Services Director's Report as presented. Carried

REGULAR COUNCIL MEETING  
JUNE 18, 2024

FINANCIAL:

06.18.24.701 Budget Report January 1 – May 31, 2024 - MOVED by Councillor Vockeroth that the Budget Report for the period of January 1 to May 31, 2024 be approved as presented.  
Carried

CORRESPONDENCE:

06.18.24.702 Parkland Regional Library System re: Paintearth County 2023 Return on Investment – MOVED by Councillor Shipton that the correspondence from Parkland Regional Library be received and filed as information.  
Carried

06.18.24.703 Municipal Affairs re: Canada Community Building Fund (CCBF) Renewal Agreement – MOVED by Deputy Reeve Whart that the correspondence from Municipal Affairs be received and filed as information.  
Carried

Recess: *The meeting recessed at 9:43 a.m.*

Reconvene: *The meeting reconvened at 10:01 a.m.*

CLOSED SESSION:

06.18.24.704 Closed Session – MOVED by Councillor Norton that the County move to closed session at 10:01 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)(c)(1) and Sec. 17(1)(d)(f).  
Carried

06.18.24.705 Closed Session – MOVED by Councillor Elliott that the County return to an open meeting at 10:39 a.m.  
Carried

Recess – the meeting recessed at 10:39 a.m. to allow return of the public.

Reconvene – the meeting reconvened at 10:40 a.m. with no public present.

06.18.24.706 RFD – Unanimous Shareholder Agreement Municipally Controlled Corporation, Rural Connect Ltd – MOVED by Councillor Vockeroth that the Council of the County of Paintearth hereby approves and adopts the Unanimous Shareholder Agreement with Rural Connect Ltd, in form and in content dated June 18, 2024, as reviewed by Council on June 18, 2024, subject to such minor modifications as may be determined necessary by the Chief Administrative Officer in conjunction with the Municipality’s legal counsel. The Council of the County of Paintearth further authorizes and directs its Chief Administrative Officer to enter into all other agreements related to becoming a shareholder of Rural Connect Ltd. or otherwise required under the Unanimous Shareholder Agreement.  
Carried

REGULAR COUNCIL MEETING  
JUNE 18, 2024

CLOSED SESSION:

06.18.24.707

*Closed Session* – MOVED by Councillor Norton that the County move to closed session at 10:40 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)(c)(1) and Sec. 17(1)(d)(f)*.  
Carried

06.18.24.708

*Closed Session* – MOVED by Councillor Elliott that the County return to an open meeting at 10:55 a.m.  
Carried

Recess – the meeting recessed at 10:55 a.m. to allow return of the public.

Reconvene – the meeting reconvened at 10:56 a.m. with no public present.

CORRESPONDENCE:

06.18.24.709

*AG KNOW re: Support Request for Ongoing Service Delivery* – MOVED by Councillor Glazier that the County of Paintearth provide Ag Know \$2,000.00 for ongoing service delivery, having the correspondence for the same be received and filed.  
Carried

Recess – the meeting recessed at 10:59 a.m. for the scheduled Public Hearings.

PUBLIC HEARING:

Public Hearing re: Bylaw No. 722-24 Land Use Bylaw Rezoning Amendment

Reeve Schulmeister called the public hearing to order at 11:05 a.m.

All Councillors and staff, as listed, were in attendance.

1 member of the public was in attendance.

The Public Hearing was advertised on May 30, 2024 and June 6, 2024 in both the Stettler Independent and ECA Review as well as the County Website.

There were no written submissions received.

Verbal submissions were received from Eric Neilson – 11:10 – 11:14 a.m.

Reeve Schulmeister adjourned the Public Hearing at 11:15 a.m.

Reconvene – Reeve Schulmeister reconvened the Regular Council meeting at 11:16 a.m. with no public present.

REGULAR COUNCIL MEETING  
JUNE 18, 2024

BYLAWS:

06.18.24.710 Bylaw No. 722-24 – Amending Bylaw 698-21 being the Land use Bylaw - Schedule “A” re: rezoning the NE14 and the SW14-37-13-W4 from Agricultural District to Recreation District – MOVED by Deputy Reeve Wiat that Bylaw No. 722-24 be given second reading, this 18<sup>th</sup> day of June, 2024.  
Carried

06.18.24.711 Bylaw No. 722-24 - Amending Bylaw 698-21 being the Land use Bylaw - Schedule “A” re: rezoning the NE14 and the SW14-37-13-W4 from Agricultural District to Recreation District – MOVED by Councillor Norton that Bylaw No. 722-24 be given third and final reading, this 18<sup>th</sup> day of June, 2024.  
Carried

Recess – the meeting recessed at 11:17 a.m. to allow for the Public Hearings

PUBLIC HEARING:

Public Hearing regarding Bylaw No. 716-23 Land Use Bylaw Amendment

Reeve Schulmeister called the public hearing to order at 11:30 a.m.

All Councillors and staff, as listed, were in attendance.

One member of the public was in attendance.

The Public Hearing was advertised on June 6, 2024 and June 13, 2024 in both the Stettler Independent and ECA Review as well as the County Website.

Written submissions provided by Worley on behalf of Castor West Solar Project were presented to Council for review.

Verbal submissions were received from J.D. Johnson – 11:39 – 11:42 a.m.

Reeve Schulmeister adjourned the Public Hearing at 11:44 a.m.

Reconvene – Reeve Schulmeister reconvened the Regular Council meeting at 11:44 a.m. with Public present.

BYLAWS:

06.18.24.712 Bylaw No. 716-23 - Amending Bylaw 698-21 being the Land use Bylaw - Schedule “A” re: general updates within the County – MOVED by Councillor Elliott that Bylaw No. 716-23 be given third and final reading, this 18<sup>th</sup> day of June, 2024.  
Carried

Recess: The meeting recessed at 11:45 a.m.

Reconvene: The meeting reconvened at 12:30 p.m.

REGULAR COUNCIL MEETING  
JUNE 18, 2024

**CLOSED SESSION:**

06.18.24.713

**Closed Session** – **MOVED** by Councillor Glazier that the County move to closed session at 12:30 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)(c)(1) and Sec. 17(1)(d)(f)

Carried

Bylaw enforcement Officer C. Fitz-Gerald, Director of Community Services T. Pawsey, Director of Environmental Services J. Cosens, Strategic Initiatives Manager K. Kenney, Administrative Assistant C. Algot exited Council Chambers at 12:30 p.m.

Chief Administrative Officer M. Simpson exited Council Chambers at 12:54 p.m.  
Assistant Chief Administrative Officer L. Roth exited Council Chambers at 1:11 p.m.  
Chief Administrative Officer M. Simpson entered Council Chambers at 1:20 p.m.  
Chief Administrative Officer M. Simpson exited Council Chambers at 1:32 p.m.  
Assistant Chief Administrative Officer L. Roth entered Council Chambers at 1:33 p.m.

06.18.24.714

**Closed Session** – **MOVED** by Councillor Norton that the County return to an open meeting at 1:37 p.m.

Carried

Council directed administration to effect the confidential personnel matter discussed in closed-session under the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, Chapter F-25: Part 1, Div. 2, Sec. 16(1)(c)(1) and Sec. 17(1)(d)(f).

**ADJOURNMENT:**

Reeve Schulmeister adjourned the meeting at 1:37 p.m.

These minutes approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





County of Paintearth  
No. 18

**FUNDING APPLICATION**  
*Recreation & Community Service Grants*

In accordance with County Policy, the County of Paintearth supports youth (18 years or younger) that participate in recreation and culture. A yearly budget amount of \$5,000.00 will be retained for distribution. The County will provide \$50 per individual or up to a maximum of \$500.00 per team or club per application that are participating at a provincial, national or international level.

**The following must be completed and submitted to the County of Paintearth No. 18 Administration Office, Box 509, Castor, Alberta T0C 0X0.**

Name of Event: U17 Provincials <sup>6-15</sup> Castor/Granatation Prairie Gamblers

(Please check appropriate event): Provincial , National  or International .

Date(s) of Event: July 10-12, Grande Prairie, AB

(Please check): Individual  or Team  and number of participants on team:       

Or

If a Club        number of participants in club:       .

Name of Applicant: JD & Sandra Johnson Ph. Number:       

Mailing Address: Box 93 Halkirk Postal Code: T0C 2M0

Upon receipt of the completed application it will be presented at the next upcoming County Council Meeting for Council's review and decision.

\_\_\_\_\_ (Office Use)

AMOUNT APPROVED: \$ \_\_\_\_\_ DENIED: \_\_\_\_\_

DATE REVIEWED BY COUNCIL: \_\_\_\_\_ RESOLUTION NUMBER: \_\_\_\_\_



County of Paintearth  
No. 18

**FUNDING APPLICATION**  
*Recreation & Community Service Grants*

In accordance with County Policy, the County of Paintearth supports youth (18 years or younger) that participate in recreation and culture. A yearly budget amount of \$5,000.00 will be retained for distribution. The County will provide \$50 per individual or up to a maximum of \$500.00 per team or club per application that are participating at a provincial, national or international level.

**The following must be completed and submitted to the County of Paintearth No. 18 Administration Office, Box 509, Castor, Alberta T0C 0X0.**

Name of Event: U13 Castor Crush Softball Girls Provincials - Prevoist

(Please check appropriate event): Provincial , National  or International .

Date(s) of Event: U13 Softball Provincials July 5-7 Prevoist

(Please check): Individual  or Team  and number of participants on team: 11

Or

If a Club \_\_\_\_\_ number of participants in club: \_\_\_\_\_.

Name of Applicant: Tina Hronek Ph. Number: \_\_\_\_\_

Mailing Address: Box 276 Castor AB Postal Code: T0C 0X0

Upon receipt of the completed application it will be presented at the next upcoming County Council Meeting for Council's review and decision.

\_\_\_\_\_  
(Office Use)

AMOUNT APPROVED: \$ \_\_\_\_\_ DENIED: \_\_\_\_\_

DATE REVIEWED BY COUNCIL: \_\_\_\_\_ RESOLUTION NUMBER: \_\_\_\_\_



**CORONATION MEMORIAL LIBRARY**  
Box 453, Coronation, AB T0C 1C0

**RECEIVED**

**JUN 19 2024**

June 14, 2024

County of Paintearth No. 18  
Box 509  
Castor, AB  
T0C 0X0

Attention: Michael Simpson  
County Administrator

Dear Mr. Simpson:

Please find enclosed our 2024 Final Budget and 2023 Statement of Receipts & Disbursements as filed with Alberta Municipal Affairs.

Should you have any questions or require any additional information, please do not hesitate to contact me at (403) 578-3838.

Yours truly,  
TOWN OF CORONATION LIBRARY BOARD

*Linda McLarty*  
LINDA McLARTY  
Treasurer

Lmc/lmc  
Encl.

cc: Chelsea Setter, President  
Town of Coronation Library Board



Return the completed and signed budget, a copy of your Statement of Receipts and Disbursements or financial report from the previous year and your signed grant application form by mail or email to:

Alberta Municipal Affairs  
Public Library Services Branch  
17th Floor, Commerce Place  
10155 - 102 Street  
Edmonton, Alberta T5J 4L4  
libgrants@gov.ab.ca

Budget requirements are set out in Sections 8 and 12.6 of the *Libraries Act*:

<https://www.alberta.ca/provincial-public-library-legislation-and-policies.aspx>

## 2024 Budget

Budget approved by library board as authorized by:

Legal name of library board: \_\_\_\_\_ TOWN OF CORONATION LIBRARY BOARD \_\_\_\_\_

Print Name: LINDA MCLARTY Position: TREASURER

Signature: Linda McLarty \_\_\_\_\_

Date budget was approved by board: May 14, 2024 \_\_\_\_\_

**Original or emailed copies are accepted**

TOWN OF CORONATION LIBRARY BOARD



ESTIMATED RECEIPTS FOR THE YEAR		Budget 2024
Projected cash balance at beginning of year, January 1		
01	Cash on hand	\$100.00
02	Total in current bank accounts	\$23,241.76
03	Total in savings accounts	\$20,856.01
04	Term deposits	
05	Other committed funds (e.g. trust funds and bequests)	
<b>06</b>	<b>TOTAL PROJECTED OPENING CASH ON HAND (add lines 01 to 05)</b>	<b>\$44,197.77</b>
<b>Government contributions</b>		
07	Local appropriation (Cash transfer from your municipality for operations)	\$14,000.00
08	Provincial library operating grant (Do not combine with other provincial funding)	\$14,264.00
<b>Other government contributions</b>		
09	Cash transfer from neighbouring municipality	\$7,500.00
10	Cash transfer from another municipal or intermunicipal library board	
11	Cash transfer from regional library system (e.g. Library Services Grant)	\$4,400.00
12	Cash transfer from improvement district/summer village	
13	Cash transfer from school board, FCSS	
14	Employment programs (e.g. Canada Summer Jobs)	\$4,623.00
15	Other grants (e.g. recreation board, CFEP, CIP) please list	
15a		
15b		
15c		
<b>Other revenue</b>		
16	Fundraising and donations (e.g. book sales, bequests)	\$4,850.00
17	Friends group donations	
18	Fees and fines	
18a	Card fees (incl. non-resident fees)	
18b	Fines (incl. overdue, lost/damaged book reimbursements)	\$25.00
19	Program revenue	
20	Room rentals	
21	Other service revenue (e.g. photocopying, faxing, contracts, exam proctoring)	\$100.00
22	GST refund	
23	Interest and dividends	\$250.00
24	Transfers from reserve accounts	
25	Other income (please list)	
25a	Casino Funds (restricted)	\$7,000.00
25b		
25c		
<b>26</b>	<b>TOTAL PROJECTED CASH RECEIPTS (add lines 07 to 25)</b>	<b>\$57,012.00</b>
<b>27</b>	<b>TOTAL PROJECTED CASH TO BE ACCOUNTED FOR (add lines 06 and 26)</b>	<b>\$101,209.77</b>

TOWN OF CORONATION LIBRARY BOARD



ESTIMATE OF EXPENDITURE		Budget 2024
<b>Staff</b>		
28	Salaries, wages and benefits (incl. worker's compensation insurance)	\$43,000.00
29	Honoraria (library volunteers)	
30	Staff professional development (incl. travel and hospitality)	\$250.00
<b>31</b>	<b>TOTAL PROJECTED STAFF EXPENSE (add lines 28 to 30)</b>	<b>\$43,250.00</b>
<b>Library resources</b>		
32	Physical materials (incl. periodicals and non-print materials; do not include money transferred to your library system for book purchases, that info goes on line 54)	\$1,800.00
33	Digital resources (i.e. e-content)	\$250.00
<b>34</b>	<b>TOTAL PROJECTED LIBRARY RESOURCES (add lines 32 and 33)</b>	<b>\$2,050.00</b>
<b>Administration</b>		
35	Audit and/or annual financial review	
36	Board expenses (incl. honoraria, travel, course and conference fees)	\$1,000.00
37	Equipment rentals and maintenance	\$200.00
38	Contracts and fees for services (e.g. bookkeeping, IT services, professional fees)	\$3,800.00
39	Bank charges	\$200.00
40	Library and office supplies (incl. binding & repair, printing and copier supplies)	\$2,200.00
41	Association memberships (e.g. ALTA, LAA, AALT)	\$100.00
42	Postage and box rental	\$50.00
43	Program expense (incl. publicity/advertising, equipment rental, artist fees)	\$1,850.00
44	Telephone and internet	\$600.00
45	Software and licenses (e.g. QuickBooks, Office365 for staff, gate counter software)	
46	Other expenses ( <b>please list</b> )	
46a	Other material & supplies	\$100.00
46b		
<b>47</b>	<b>TOTAL PROJECTED ADMINISTRATION EXPENSE (add lines 35 to 46)</b>	<b>\$10,100.00</b>
<b>Building costs</b>		
48	Insurance	\$3,000.00
49	Janitorial and maintenance (janitorial service/supplies, maintenance and minor repairs to building and grounds)	\$400.00
50	Utilities	\$5,000.00
51	Occupancy costs (i.e. share of utilities/janitorial in joint-use buildings)	
52	Rent	\$5.00
<b>53</b>	<b>TOTAL PROJECTED BUILDING EXPENSES (add lines 48 to 52)</b>	<b>\$8,405.00</b>

TOWN OF CORONATION LIBRARY BOARD

ESTIMATE OF EXPENDITURE (cont'd)		Budget 2024
<b>Transfer payments</b>		
54	Transfer to other library boards (please specify boards: may include transfers to other municipal/intermunicipal library boards or library system boards for the material allotment/levy and other system charges)	
54a		
54b		
54c		
54d		
54e		
54f		
55	Contract payments to library societies (please list)	
55a		
55b		
55c		
55d		
<b>56</b>	<b>TOTAL PROJECTED TRANSFER PAYMENTS (add lines 54 and 55)</b>	
<b>57</b>	<b>TOTAL PROJECTED OPERATING EXPENDITURE (add lines 31, 34, 47, 53, 56)</b>	<b>\$63,805.00</b>
58	Loan interest and payments	
59	Transfer to other accounts (e.g. capital, operating reserves)	
<b>Capital expenditures</b>		
60	Building repairs and renovations (e.g. roof, carpet, partitions)	
61	Furniture and equipment	
62	Computer hardware (e.g. desktop computers, printers)	
63	Other (please list)	
63a		
63b		
<b>64</b>	<b>TOTAL PROJECTED CAPITAL EXPENDITURE (add lines 60 to 63)</b>	
<b>65</b>	<b>TOTAL PROJECTED ESTIMATE OF EXPENDITURE (add lines 57, 58, 59, 64)</b>	<b>\$63,805.00</b>
<b>Projected cash balance at end of reporting year</b>		
66	Cash on hand	\$100.00
67	Total in current bank accounts	\$15,968.76
68	Total in savings accounts	\$21,336.01
69	Term deposits	
70	Other committed funds (e.g. trusts and bequests, reserves, capital)	
<b>71</b>	<b>TOTAL PROJECTED CASH ON HAND (add lines 66 to 70)</b>	<b>\$37,404.77</b>
<b>72</b>	<b>TOTAL PROJECTED CASH ACCOUNTED FOR (add lines 65 and 71)</b>	<b>\$101,209.77</b>

If it is anticipated that the municipality will be paying operating costs on behalf of the library board, please have the Municipal Administrator complete the Direct Payments form on the next page.





**Direct Payments - Budget**

Costs paid directly by the municipality on behalf of the library board are referred to as direct payments. If it is anticipated that the municipality will pay costs in addition to its local appropriation to the library board, this form must be completed by a Municipal Administrator. Report only that portion of the municipal expenditure that is anticipated to be paid on behalf of the library board. These figures may be subject to audit. Do not include in kind contributions. The funds in lines i. through xii. should not be included in the library board's budget. Also, the amount of local appropriation (cash transfer from the municipality to the library board) is already recorded in the library board's budget and should not be included on this form.

OPERATING EXPENDITURES TO BE PAID BY MUNICIPALITY (DIRECT PAYMENTS)	Budget 2024
i. Library staff (e.g. salaries, wages and benefits. DO NOT include expenditures for municipal staff)	
ii. Building maintenance (e.g. janitor, supplies, maintenance, repairs)	
iii. Insurance	\$750.00
iv. Utilities	
v. Audit/financial review	
vi. Rent (paid to private landlord, not to municipality)	
vii. Telephone and internet	
viii. Other (please list)	
<b>IX. TOTAL PROJECTED OPERATING EXPENDITURES TO BE PAID BY MUNICIPALITY (add lines i. to viii.)</b>	<b>\$ 750.00</b>
<b>Other expenditures to be paid by municipality</b>	
x. Municipal staff costs (e.g. if a municipal employee spends a portion of time on library business)	
xi. Debiture interest and principal	
xii. Capital or special grants (e.g. one-time grants. DO NOT include annual operating cash transfer)	
<b>XIII. TOTAL PROJECTED OTHER EXPENDITURES TO BE PAID BY MUNICIPALITY (add lines x. to xii.)</b>	<b>\$ -</b>

I, **QUINTON FLINT**

(please print name)

**TOWN OF CORONATION**

(name of municipality)

certify that the amounts stated above are the costs expected to be incurred by the municipality in providing the indicated services on behalf of

**TOWN OF CORONATION LIBRARY BOARD**  
(legal name of library board)

Signature:  Date: June 10, 2024





Return this completed form, or financial review, signed by your financial reviewer along with your budget and your signed grant application form by mail or email to:

Alberta Municipal Affairs  
Public Library Services Branch  
17th Floor, Commerce Place  
10155 - 102 Street  
Edmonton, Alberta T5J 4L4  
[libgrants@gov.ab.ca](mailto:libgrants@gov.ab.ca)

Financial reporting requirements are set out in Section 9 of the *Libraries Act*:

<https://www.alberta.ca/provincial-public-library-legislation-and-policies.aspx>

## **2023 Statement of Receipts and Disbursements**

**Original or emailed copies are accepted**



## Financial Review

### TOWN OF CORONATION LIBRARY BOARD Legal name of library board\*

\*The name must match the legal library board name on the grant application form

To be completed by the person/firm approved by municipal council as financial reviewer (as per section 9 or 12.7 of the *Libraries Act*), not a library board member or staff member.

Print Name: Linda McLarty

Signature: Linda McLarty

Date: May 17/24



<b>RECEIPTS FOR YEAR</b>		<b>Reporting Period 2023</b>
<b>Cash balance at beginning of year, January 1</b>		
01	Cash on hand	\$100.00
02	Total in current bank accounts	\$31,059.00
03	Total in savings accounts	\$15,730.51
04	Term deposits	
05	Other committed funds (e.g. trust funds and bequests)	
<b>06</b>	<b>TOTAL OPENING CASH ON HAND (add lines 01 to 05)</b>	<b>\$46,889.51</b>
<b>Government contributions</b>		
07	Local appropriation (Cash transfer from your municipality for operations)	\$14,000.00
08	Provincial library operating grant (Do not combine with other provincial funding)	\$14,264.00
<b>Other government contributions</b>		
09	Cash transfer from neighbouring municipality	\$7,500.00
10	Cash transfer from another municipal or intermunicipal library board	
11	Cash transfer from library system (e.g. Library Services Grant)	\$5,264.00
12	Cash transfer from improvement district/summer village	
13	Cash transfer from school board, FCSS	
14	Employment programs (e.g. Canada Summer Jobs)	\$4,714.00
15	Other grants (e.g. recreation board, CFEP, CIP) please list	
15a		
15b		
15c		
<b>Other revenue</b>		
16	Fundraising and donations (e.g. book sales, bequests)	\$6,757.50
17	Friends group donations	
18	Fees and fines	
18a	Card fees (incl. non-resident fees)	
18b	Fines (incl. overdues, lost/damaged book reimbursements)	\$30.64
19	Program revenue	
20	Room rentals	
21	Other service revenue (e.g. photocopying, faxing, contracts, exam proctoring)	\$89.00
22	GST refund	
23	Interest and dividends	\$417.72
24	Transfers from reserve accounts	
25	Other income (please list)	
25a	Casino (Restricted)	\$6,525.89
25b		
25c		
<b>26</b>	<b>TOTAL CASH RECEIPTS (add lines 07 to 25)</b>	<b>\$59,562.75</b>
<b>27</b>	<b>TOTAL CASH TO BE ACCOUNTED FOR (add lines 06 and 26)</b>	<b>\$106,452.26</b>



<b>CASH DISBURSEMENTS FOR YEAR</b>		<b>Reporting Period 2023</b>
<b>Staff</b>		
28	Salaries, wages and benefits (incl. worker's compensation insurance)	\$42,476.54
29	Honoraria (library volunteers)	
30	Staff professional development (incl. travel and hospitality)	
<b>31</b>	<b>TOTAL STAFF EXPENSE (add lines 28 to 30)</b>	<b>\$42,476.54</b>
<b>Library resources</b>		
32	Physical materials (incl. periodicals and non-print materials; do not include money transferred to your library system for book purchases, that info goes on line 54)	\$1,950.61
33	Digital resources (i.e. e-content)	
<b>34</b>	<b>TOTAL LIBRARY RESOURCES (add lines 32 and 33)</b>	<b>\$1,950.61</b>
<b>Administration</b>		
35	Audit and/or annual financial review	
36	Board expenses (incl. honoraria, travel, course and conference fees)	\$600.00
37	Equipment rentals and maintenance	\$71.39
38	Contracts and fees for services (e.g. bookkeeping, IT services, professional fees)	\$2,763.71
39	Bank charges	\$81.47
40	Library and office supplies (incl. binding & repair, printing and copier supplies)	\$2,467.46
41	Association memberships (e.g. ALTA, LAA, AALT)	\$80.00
42	Postage and box rental	\$16.81
43	Program expense (incl. publicity/advertising; equipment rental, artist fees)	\$807.11
44	Telephone and internet	\$630.35
45	Software and licenses (e.g. QuickBooks; Office365 for staff, gate counter software)	
46	Other expenses (please list)	
46a	Expenses paid from Casino Funds (see list attached)	\$6,525.89
46b	Payment back to Casino Account	\$3,542.74
<b>47</b>	<b>TOTAL ADMINISTRATION EXPENSE (add lines 35 to 46)</b>	<b>\$17,586.93</b>
<b>Building costs</b>		
48	Insurance	
49	Janitorial and maintenance (janitorial service/supplies, maintenance and minor repairs to building and grounds)	\$240.41
50	Utilities	
51	Occupancy costs (i.e. share of utilities/janitorial in joint-use buildings)	
52	Rent	
<b>53</b>	<b>TOTAL BUILDING EXPENSE (add lines 48 to 52)</b>	<b>\$240.41</b>

TOWN OF CORONATION LIBRARY BOARD  
2023 RECEIPTS & DISBURSEMENTS

LINE#46a - EXPENSES PAID FROM CASINO FUNDS

BOOKS	\$ 72.01
INSURANCE	2,816.38
RENT	5.00
REPAIR & MAINTENANCE	212.70
UTILITIES	<u>3,719.80</u>
TOTAL EXPENSES	<u>\$ 6,525.89</u>



CASH DISBURSEMENTS FOR YEAR (cont'd)		Reporting Period 2023
<b>Transfer payments</b>		
54	Transfer to other library boards (Please specify boards: may include transfers to other municipal/intermunicipal library boards or library system boards for the material allotment/levy and other system charges)	
54a		
54b		
54c		
54d		
54e		
54f		
55	Contract payments to library societies (please list)	
55a		
55b		
55c		
55d		
<b>56</b>	<b>TOTAL TRANSFER PAYMENTS (add lines 54 and 55)</b>	
<b>57</b>	<b>TOTAL OPERATING EXPENDITURE (add lines 31, 34, 47, 53, 56)</b>	<b>\$62,254.49</b>
58	Loan interest and payments	
59	Transfer to other accounts (e.g. capital, operating reserves)	
<b>Capital expenditures</b>		
60	Building repairs and renovations (e.g. roof, carpet, partitions)	
61	Furniture and equipment	
62	Computer hardware (e.g. desktop computers, printers)	
63	Other (please list)	
63a		
63b		
<b>64</b>	<b>TOTAL CAPITAL EXPENDITURE (add lines 60 to 63)</b>	
<b>65</b>	<b>TOTAL CASH DISBURSEMENTS (add lines 57, 58, 59, 64)</b>	<b>\$62,254.49</b>
<b>Cash balance at end of reporting year</b>		
66	Cash on hand	\$100.00
67	Total in current bank accounts	\$23,241.76
68	Total in savings accounts	\$20,856.01
69	Term deposits	
70	Other committed funds (e.g. trusts and bequests, reserves, capital)	
<b>71</b>	<b>TOTAL CASH ON HAND (add lines 66 to 70)</b>	<b>\$44,197.77</b>
<b>72</b>	<b>TOTAL CASH ACCOUNTED FOR (add lines 65 and 71)</b>	<b>\$106,452.26</b>

**Summary of cash receipts and disbursements statement**

For the year ended December 31, 2023

	Reporting Period 2023
Total cash receipts for the year (from line 26)	\$59,562.75
<b>SUBTRACT</b> Total cash disbursements for the year (from line 65)	\$62,254.49
Net cash increase or (decrease) from operations	(\$2,691.74)
<b>ADD</b> Total opening cash on hand and in bank (from line 6)	\$46,889.51
<b>TOTAL CLOSING CASH ON HAND AND IN BANK</b> (this should match line 71)	<b>\$44,197.77</b>

**Please continue on to page 7 if your municipality made any payments on behalf of the library board.**

**Please have the Municipal Administrator fill out page 7.**

## Direct Payments - Receipts and Disbursements

**Costs paid directly by the municipality on behalf of the library board are referred to as direct payments.** If the municipality pays costs in addition to its local appropriation to the library board, this form must be completed by a Municipal Administrator. Report only that portion of the municipal expenditure that is paid on behalf of the library board. These figures may be subject to audit. Do not include in-kind contributions. The funds in lines i. through xii. should not be included in the library board's financial review. Also, the amount of local appropriation (cash transfer from the municipality to the library board) is already recorded in the library board's financial review and should not be included on this form.

OPERATING EXPENDITURES PAID BY MUNICIPALITY (DIRECT PAYMENTS)	Reporting Period 2023
i. Library staff (e.g. salaries, wages and benefits. <b>DO NOT</b> include expenditures for municipal staff)	
ii. Building maintenance (e.g. janitor, supplies, maintenance, repairs)	
iii. Insurance	\$714.37
iv. Utilities	
v. Audit/financial review	
vi. Rent (paid to private landlord, not to municipality)	
vii. Telephone and internet	
viii. Other (please list)	
<b>IX. TOTAL OPERATING EXPENDITURES PAID BY MUNICIPALITY (add lines i. to viii.)</b>	<b>\$ 714.37</b>
<b>Other expenditures paid by municipality</b>	
x. Municipal staff costs (e.g. if a municipal employee spends a portion of time on library business)	
xi. Debeniture interest and principal	
xii. Capital or special grants (e.g. one-time grants. <b>DO NOT</b> include annual operating cash transfer)	
<b>XIII. TOTAL OTHER EXPENDITURES PAID BY MUNICIPALITY (add lines x. to xii.)</b>	<b>\$ -</b>

I, QUINTON FLINT, Administrator of \_\_\_\_\_  
 (please print name)

\_\_\_\_\_  
 Town of Coronation  
 (name of municipality)

certify that the amounts stated above are the costs expected to be incurred by the municipality  
 in providing the indicated services on behalf of

\_\_\_\_\_  
 Town of Coronation Library Board  
 (legal name of library board)

Signature:  Date: June 10, 2024





## County of Paintearth No. 18

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### CAO Report

Meeting: Regular Council Meeting

Meeting Date: July 3, 2024

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1. June 19 – Present
  - a. MCC Fiber Cutting in Innisfail re: Rural Connect Ltd. Thank you to Councillors who were able to attend the event on June 24 and meet members of the Connect Board and CEO. There are several municipalities who have indicated they are watching to see how the model unfolds in implementation, and if business looks positive, would be willing to entertain discussions with Rural Connect Ltd. on becoming a shareholder and delivering a valuable broadband service for their ratepayers and businesses.
  - b. MCC Final Document Execution took place June 28, 2024 for a July 1 transition date for the Municipally Controlled Corporation. The first meeting of the new board of Directors will take place in August. It is expected that once the “startup” matters pertaining to Board function are dealt with, conversations will begin on expansion opportunities with both new municipalities and also with member municipalities’ future build plans within their borders will take place in the next quarter of the fiscal cycle. Paintearth County will continue to dialogue closely with the Province in anticipation of new timelines for the Alberta Broadband Fund’s next intake, as well as continuing to make industry in the area aware that there is a new partnership opportunity available to them for broadband needs which will deliver higher speeds to support their projects. For Paintearth, the ability to offer fiber servicing to industrial projects at competitive rates could be an incentive to capture more of the market and direct revenues back to Rural Connect, therefore the Municipality. Strong relationships with local internet service providers continue to develop, increasing uptake rates and speeding up timelines for return on investment for the County.

I would like to once again thank Council for their vision in pushing Administration to not only participate in this venture but take a key role in its development. This will be a major long-range economic development play for Paintearth residents and businesses.

Credit for the concept and initial studies on this concept needs to be given to Paintearth Economic Partnership Society (PEPS) for bringing this to their Board in 2021, having recognized, finally, a solution that could be implemented after over a decade of trying to figure out how the broadband question could be solved.

This decision to enter into the MCC builds on groundbreaking work initiated by PEPS years ago to build wireless towers to service outlying parts of the County, as well as work carried out by local internet service providers to solve problems in connectivity that major telecommunications companies would not, based on the competing revenue interests of serving larger urban centers.

In comparing this model to others currently at play in the market, the key difference is that the municipalities as shareholders retain full decision-making authority at the Board level through their appointed directors of how the local networks will be built and lit. There are other models where municipalities have "partnered" with private industry, however have effectively paid a private company to build its own network without retaining control over its future, and also limiting their prospective return on investment as well as their ability to direct future buildouts.

Not only has Rural Connect been viewed by our peers as a true solution to the connectivity gap that exists in south eastern Alberta, as highlighted in the Alberta Broadband Report as being the most underserved area of the province in terms of meeting the minimum 50/10 speed threshold, but the province has taken note of the model and spoken favourably of its potential to change the game in quality of life and economic development for the area.

Municipalities are watching, the Province is watching, and Industry is watching what Rural Connect does next, and with the support of this Council I believe we will continue to set the bar on how cooperative models can solve major logistical challenges well into the future, using the same pioneering spirit that REA's such as EQUUS, Rural Connect's private equity shareholder and champion, has done in the past. I look forward to the coming years on this project, and how it will draw investment and growth to the region.

- c. Public and Constitutional Law professional development studies continue. Studies involving limits on judicial power, and limits on legislative intervention in spheres of judicial influence under the Constitution as well as Crown prerogative shed light on the checks and balances established under the *Constitution Act 1867* and *Constitution Act 1982*.
- d. Agenda Package preparation, in camera package research and materials preparation.
- e. Workshop item-related discussions with senior management team members as well as material review and consideration regarding the future of the Village of Halkirk.

Prepared By:

  
Michael Simpson, Chief Administrative Officer



## County of Paintearth No. 18

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### Assistant CAO Report

Meeting: Regular Council

Meeting Date: July 3, 2024

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1. June 17 - meeting with ATB Janice Hupper regarding County banking, interest rates predictions ect.
2. June 20 – Castor Doctor retention/recruitment meeting
3. Compiled June 18 County Council meeting minutes, follow up with CAO and directors on ensuring items that came forward have been dealt with
4. Correspondence with legal counsel on employment related contracts as per council direction
5. Working on finishing up insurance claim for the roof on the County office and garage
6. Received and reviewed draft tax incentive bylaw from Brownlee. Have contacted other municipalities to discuss application fees and what has been working/not working with other municipalities. It seems not many municipalities have had much luck with uptake on their tax incentive applications.
7. Tax deadline – June 30. Will provide Verbal update on % collected
8. Collection of information and preparation of package for Council strategic planning session on July 4.

*Prepared By: Lana Roth, Assistant Chief Administrative Officer*



## County of Paintearth No. 18

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### Strategic Initiatives Manager Report

Meeting: Regular Council Meeting

Meeting Date: July 3, 2024

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#### Webinars:

- 2024-06-25: Artificial Intelligence Innovations in Future Farming and Food.
- 2024-06-25: How Manufactures Can Improve S&OP (Sales and Operations Planning) Processes Using Supply Chain Data.

#### Projects:

- Agri-Tourism Rodeo Project – Social Media Content Generation.

#### In-house:

- 2024-06-25: Discussion of Organizational Functions/Activities with CAO.
- 2024-06-26: Safety Meeting.
- 2024-07-02: In-house Training re: Clerical Support.

#### Upcoming Event(s):

1. July 29, 2024 – Discovery Announcement, Olds College.
2. July 30 – 31, 2024 – AgSmart Educational Expo, Olds College.
3. November 4-7, 024 – RMA Fall Convention, Edmonton.
4. November 26-28, 2024 – Agri-Food Innovation Expo, Lethbridge & District Exhibition.



## County of Paintearth No. 18

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### Director's Report

**Department: Public Works**

**Meeting: Regular Council Meeting**

**Date: July 3, 2024**

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1. MG 30 has been completed. We did 13.5 mile approximately.
2. We also sprayed an additional 2 miles of dust control on Twp 400 for Capital Power H2 project from 855 east to RR 155. Due to dust concern for livestock.
3. Graveling in Div 1 out of the Biggs site.
4. Summer students have started. They have been busy with safety courses and equipment training but will start our asphalt crack sealing soon. Culverts, Dust control and other PV projects are ongoing.
5. Safety concerns that will need to be looked at in 2025 budget. Testing has been done in our PV shop for air quality while work is being done. Main heavy-duty shop will need a new air exchange and make up air system installed. Our old one does not meet todays standards. Looking into options and pricing. Also need roof top fall protection system. We are getting quotes on new anchor system to be installed on our shop roofs in the PW yard. This way will have proper harness tie off point to perform maintenance to all areas of our roofs safely.
6. We will also be having a retirement BBQ for Rod on July 9<sup>th</sup> at our PW shop. Councillors are all invited if you could attend.

**Prepared By: Bryce Cooke, Director of Public Works**



*County of Paintearth*  
No. 18

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## Director's Report

**Department: Environmental Services**

**Meeting: Regular Council Meeting**

**Meeting Date: July 3, 2024**

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### ASB

- Have entered into a service agreement with Alberta Transportation to spray the highways.
- I am concentrating on spraying the same 1/3<sup>rd</sup> as our roadside program plus any hot spots that are outside that area.
- As a result, I have ordered more herbicide than I have budgeted for but will more than make up the difference in what the ASB sprays on the highways. The ASB charges \$135/hr plus the cost of the chemical.

### Utilities

- The Crowfoot Lift Station Upgrades and Truck Fill Upgrades will be awarded next week, with work set to begin in early August pending parts availability. Detailed design work for the Castor Lift Station replacement continues with plans to tender in mid September pending Town of Castor approval on final design specs as per the Construction Agreement with the Town of Castor.

**Prepared By: Jeff Cosens, Director of Environmental Services**