



Council Meeting Minutes

Wednesday, February 12, 2025
Council Chambers of the Administration Building

Members Present: Reeve D. Kroetch, Division 5
Councillor M. Ponto, Division 2
Councillor J. Eckstrand, Division 3
Councillor M. Thompson, Division 4
Councillor L. Hiller, Division 6
Councillor H. Shield, Division 7

Members Absent: Councillor R. Manning, Division 1

Staff Present: Shelly Armstrong, Chief Administrative Officer
Deb Brodie, Corporate Services Director
Karen Burnand, Community Services Director
Jon Dahl, Municipal Services Director
Cary Castagna, Communications Coordinator
Cheryl Bergman, Recording Secretary

1. CALL TO ORDER

The Reeve called the meeting to order at 9:00 a.m.

2. ADOPTION OF AGENDA

Resolution # FC20250212.1001

Moved By: Clr. Thompson

THAT the agenda for the Council Meeting of February 12, 2025 be approved as presented.

Carried

3. DELEGATIONS

3.1 MLA JACKIE LOVELY

MLA Jackie Lovely entered the meeting via online to provide an opportunity to discuss any opportunities or concerns. The following are some of the items discussed:

- She can provide a letter of support for our STIP application for the airport improvements and any other applications.
- A few highway projects were discussed.
- Our increasing outstanding oil and gas taxes. She suggested we meet with the Minister and she will also discuss this with the Minister.
- Copper theft at Hardisty Hub. The Ministers have advised they are focused on ensuring there are additional officers hired in Killam.
- Decreased Regional Economic Development Alliances (REDA) funding.

MLA Lovely withdrew from the meeting.

3.1.1 PEACE OFFICER SKYLER ZELINSKI - AWARD

Peace Officer Skyler Zelinski entered the meeting and S. Armstrong advised Council that Skyler was presented with the prestigious Award of Excellence from the Alberta Association of Community Peace Officers (AACPO) at their annual conference. This award recognizes the efforts of Officers who 'go above and beyond'. Congratulations were given to Peace Officer Zelinski. S. Zelinski withdrew from the meeting.

3.2 MUNICIPAL SERVICES

3.2.1 2025 BRIDGE REPLACEMENT TENDER - BRIDGE FILE 01459

J. Dahl reviewed the 2025 Bridge Replacement Tender for File #01459.

Resolution # FC20250212.1002

Moved By: Clr. Thompson

THAT the Bridge Replacement Tender #01459-24 be awarded to Formula Alberta Ltd. for \$785,043 plus gst to be funded by MSI Capital.

Carried

3.2.2 2025 ADDITIONAL BRIDGE REPAIR - BRIDGE FILE 75491

The 2025 additional bridge repair for file #75491 was reviewed and discussed.

Resolution # FC20250212.1003

Moved By: Clr. Ponto

THAT Council approve proceeding with the tendering for repairs to Bridge File #75491 in 2025, with the estimated repair cost of \$300,000 to be funded by MSI Capital.

Carried

3.2.3 2025 NEW 150 HP MECHANICAL FRONT WHEEL DRIVE TRACTOR

The 2025 new 150 HP Mechanical front wheel drive tractor quotes were reviewed and discussed.

Resolution # FC20250212.1004

Moved By: Clr. Eckstrand

TO accept the quote received from XTREME Equipment Camrose for the purchase of a 2024 Kubota M7-154D-PS Tractor in the amount of \$196,320 plus GST.

Carried

4. ADOPTION OF MINUTES

4.1 JANUARY 15, 2025 COUNCIL MEETING MINUTES

Resolution # FC20250212.1005

Moved By: Clr. Hiller

THAT the minutes for the Council meeting of January 15, 2025 be approved as presented.

Carried

5. BUSINESS

5.1 POLICY LE 001 AND CP 015 REVISIONS

The revisions to Policies LE 001 and CP 015 were reviewed and discussed.

Resolution # FC20250212.1006

Moved By: Clr. Ponto

THAT Policy LE 001 Procurement and Expenditures be approved with revisions as presented, with the following revisions under Authorization Levels:

- OVER ~~\$500,000~~ \$300,000: Items within the approved budget over ~~\$500,000~~ \$300,000 will be brought to Council for approval. Any items that have an indication of political sensitivity will also be brought to Council for approval.
- \$75,001 to ~~\$500,000~~ \$300,000: Items within the approved budget between \$75,001 and ~~\$500,000~~ \$300,000 shall be reviewed and approved by the Chief Administrative Officer.

Carried

Resolution # FC20250212.1007

Moved By: Clr. Thompson

THAT Policy CP 015 Signing Authority of Municipal Documents be approved with revisions presented.

Carried

5.2 ROLL 384000 - REQUEST FOR CANCELLATION OF PENALTY

The request for cancellation of penalty was reviewed and discussed.

Resolution # FC20250212.1008

Moved By: Clr. Hiller

THAT Council respectfully denies the request for the cancellation of penalties levied on Roll 384000 in the amount of \$3.02.

Carried

5.3 FIRE GUARDIAN APPOINTMENT - 2025-02-12

The fire guardian appointment was reviewed and discussed.

Resolution # FC20250212.1009

Moved By: Clr. Eckstrand

THAT Derek Homme, be appointed as a fire guardian for Flagstaff County under the Forest and Prairie Protection Act, effective March 1, 2025 until February 28, 2026.

Carried

5.4 FEES AND CHARGES BYLAW 02-25

Bylaw 02/25, the Fees and Charges bylaw was reviewed and discussed.

Resolution # FC20250212.1010

Moved By: Clr. Hiller

THAT first reading be given for Bylaw 02/25 – Fees and Charges Bylaw.

Carried

Resolution # FC20250212.1011

Moved By: Clr. Thompson

THAT second reading be given for Bylaw 02/25 – Fees and Charges Bylaw.

Carried

Resolution # FC20250212.1012

Moved By: Clr. Ponto

THAT third reading for Bylaw 02/25 be given at this meeting.

Carried Unanimously

Resolution # FC20250212.1013

Moved By: Clr. Eckstrand

THAT third and final reading be given for Bylaw 02/25 – Fees and Charges Bylaw.

Carried

5.5 COUNCIL REMUNERATION - 2025 ELECTION

Council reviewed and discussed the information provided for Council remuneration.

Resolution # FC20250212.1014

Moved By: Clr. Eckstrand

THAT Council remuneration remain the same but review again in 2026.

Withdrawn

Resolution # FC20250212.1015

Moved By: Clr. Ponto

THAT Council remuneration be increased effective following the election in October 2025, as follows:

- Reeve: \$59,969
- Councillors: \$55,969

Carried

5.6 RESULTS OF 2026 BUSINESS PLAN AND BUDGET PUBLIC PARTICIPATION PLAN

Council reviewed and discussed the results of the 2026 Business Plan and Budget Public Participation.

Resolution # FC20250212.1016

Moved By: Clr. Hiller

THAT Council accept the feedback gained through the Business Plan and Budget Public Participation Plan and further evaluate the feedback when reviewing the Programs and Services Priorities and in the development of the 2026 Business Plan and Budget.

Carried

Reeve Kroetch recessed the meeting at 10:42 a.m. and reconvened at 10:52 a.m. D. Brodie withdrew from the meeting.

5.7 2025 TOURISM ASSISTANCE GRANT - IRON CREEK FLYING CLUB - 02-12-2025

The Iron Creek Flying Club Tourism Assistance Grant application was reviewed and discussed.

Resolution # FC20250212.1017

Moved By: Clr. Eckstrand

THAT after reviewing the evaluation form for the Tourism Assistant Grant request from the Iron Creek Flying Club for the purpose of hosting the Discover Aviation Day Event, approve the grant in the amount of \$3,000.

Carried

5.8 2025 TOURISM ASSISTANCE GRANT - AREA 53 RACEWAY

The Area 53 Raceway Tourism Assistance Grant application was reviewed and discussed.

Resolution # FC20250212.1018

Moved By: Clr. Ponto

THAT Council, after reviewing the Tourism Assistance grant request form from Area 53 Raceway, approve a one-time grant of \$9,626.30 for the completion of the Return Lane at Raceway track located in the Village of Forestburg.

Carried

5.9 RECREATION FUNDING – ALLOCATION OF ADDITIONAL FUNDS

Clr. Shield entered the meeting at 10:57 a.m. Council reviewed and discussed the allocation of an additional \$100,000 recreation funding approved in the 2025 Business Plan and Budget.

Resolution # FC20250212.1019

Moved By: Clr. Shield

THAT Council approve Option 1, to allocate the 2025 additional recreation funding of \$100,000 approved in the 2025 Business Plan and Budget through a Recreation Facility Operation Expenses Grant, as outlined.

Carried

5.10 SPECIAL COUNCIL MEETING - PROGRAMS AND SERVICES REVIEW

Council reviewed and discussed scheduling a Special Council meeting for the programs and services review.

Resolution # FC20250212.1020

Moved By: Clr. Hiller

TO schedule a Special Council meeting on March 24th, 2025 for the programs and services review.

Carried

3. DELEGATIONS

3.2 MUNICIPAL SERVICES

3.2.1.1 2025 BRIDGE REPLACEMENT TENDER - BRIDGE FILE 01459 CONTINUED

Resolution # FC20250212.1021

Moved By: Clr. Thompson

THAT Resolution FC20250212.1002 be rescinded: THAT the Bridge Replacement Tender #01459-24 be awarded to Formula Alberta Ltd. for \$785,043 plus gst to be funded by MSI Capital.

Carried

Resolution # FC20250212.1022

Moved By: Clr. Thompson

THAT the Bridge Replacement Tender #01459-24 be awarded to Formula Alberta Ltd. for \$785,043 including gst to be funded by MSI Capital.

Carried

6. COMMITTEE REPORTS

6.1 COMMITTEE REPORTS 2025-02-12

Clr. Hiller reported on the Battle River Alliance For Economic Development (BRAED) meeting of January 30, 2025.

Clr. Shield reported on the Flagstaff Regional Emergency Services Society (FRESS) meeting of January 29, 2025.

Clr. Eckstrand reported on the Flagstaff Regional Solid Waste Management Association (FRSWMA) meeting of January 27, 2025.

Reeve Kroetch reported on the Flagstaff Healthcare Attraction and Retention (FIHAR) meeting of February 6, 2025 and the Battle River Research Group (BRRG) meeting of February 20, 2025.

Reeve Kroetch recessed the meeting at 12:02 p.m. and reconvened at 12:34 p.m. J. Dahl withdrew from the meeting.

7. CORRESPONDENCE ITEMS

7.1 CORRESPONDENCE ITEMS - 2025-02-12

Resolution # FC20250212.1023

Moved By: Clr. Thompson

THAT the following items of correspondence be approved as presented:

1. NRCB Application for Amendment RA23022A – Mitchel Kroetsch - Approved
2. STARS – 2024 Flagstaff County Ally Impact Report
3. Rural Municipalities of Alberta (RMA) – January 17, 2025 Contact Newsletter
4. Rural Municipalities of Alberta (RMA) – January 24, 2025 Contact Newsletter
5. Rural Municipalities of Alberta (RMA) – January 31, 2025 Contact Newsletter
6. Royal Canadian Mounted Police (RCMP) – Killam Community Policing 3rd Quarter 2024 Report
7. Rural Municipalities of Alberta (RMA) – February 7, 2025 Contact Newsletter

Carried

7.1.1 COUNCILLOR ABSENCE

Resolution # FC20250212.1024

Moved By: Clr. Eckstrand

TO approve the absence of Clr. Manning in accordance with the Municipal Government Act (MGA), Section 174.

Carried

9. CLOSED MEETING (IN CAMERA) SESSION

9.1 CLOSED MEETING (IN CAMERA) SESSION - FOIP SECTION 24 - 2025-02-12

Resolution # FC20250212.1025

Moved By: Clr. Shield

THAT the meeting go into a closed session at 12:35 p.m., with all persons except County Council, the Chief Administrative Officer, K. Burnand, Community Services Director and the Recording Secretary excluded from the meeting, to discuss privileged information as per Section 24 of the FOIP Act.

Carried

Resolution # FC20250212.1026

Moved By: Clr. Thompson

THAT Council return to an open meeting at 1:41 p.m.

Carried

10. ADJOURNMENT

The Reeve adjourned the meeting at 1:41 p.m.

Reeve

Chief Administrative Officer