



Council Meeting Minutes

Wednesday, January 15, 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 # FC20250115.1001

Moved By: Clr. Shield

THAT the agenda for the Council Meeting of January 15, 2025 be approved as presented.

Carried

3. DELEGATIONS

3.1 MUNICIPAL SERVICES

3.1.1 UTILITY BYLAW 01-25

J. Dahl, Municipal Services Director reviewed the information on the Utility Bylaw 01/25.

Resolution # FC20250115.1002

Moved By: Clr. Thompson

THAT first reading be given for Bylaw 01/25, the Utilities Bylaw.

Carried

Resolution # FC20250115.1003

Moved By: Clr. Ponto

THAT second reading be given for Bylaw 01/25, the Utilities Bylaw.

Carried

Resolution # FC20250115.1004

Moved By: Clr. Shield

THAT third reading for Bylaw 01/25 be given at this meeting.

Carried Unanimously

Resolution # FC20250115.1005

Moved By: Clr. Hiller

THAT third and final reading be given for Bylaw 01/25, the Utilities Bylaw.

Carried

3.1.2 SALE OF USED 2020 GRADERS

The bids for the sale of used 2020 graders was reviewed and discussed.

Resolution # FC20250115.1006

Moved By: Clr. Thompson

THAT Council reject both bids received from Ritchie Bros and accept the guaranteed trade-in value of \$206,700 plus GST from Finning Canada for each of the 2020 John Deere 872GP AWD used graders.

Carried

3.2 DEPARTMENTAL UPDATE

3.2.1 MUNICIPAL SERVICES - TRANSPORTATION DEPARTMENTAL UPDATE

J. Dahl presented the Municipal Services - Transportation departmental update.

3.2.2 MUNICIPAL SERVICES - AGRICULTURAL DEPARTMENTAL UPDATE

J. Armitage, Assistant Agricultural Fieldman entered the meeting and presented the Municipal Services - Agricultural departmental update. J. Armitage withdrew from the meeting.

3.2.3 COMMUNITY SERVICES - PLANNING AND DEVELOPMENT DEPARTMENTAL UPDATE

W. Nordin, Development Coordinator entered the meeting and presented the Community Services - Planning and Development departmental update. W. Nordin withdrew from the meeting.

3.2.4 COMMUNITY SERVICES - ECONOMIC DEVELOPMENT DEPARTMENTAL UPDATE

J. Waring, Economic Development Officer entered the meeting and presented the Community Services - Economic Development departmental update. J. Waring withdrew from the meeting.

3.2.5 COMMUNITY SERVICES - PROTECTIVE SERVICES DEPARTMENTAL UPDATE

S. Zelinski, Community Peace Officer entered the meeting and presented the Community Services - Protective Services departmental update. S. Zelinski withdrew from the meeting.

3.2.6 CORPORATE SERVICES DEPARTMENTAL UPDATE

D. Brodie, Corporate Services Director presented the Corporate Services departmental update.

4. ADOPTION OF MINUTES

4.1 DECEMBER 18, 2024 COUNCIL MEETING MINUTES

Resolution # FC20250115.1007

Moved By: Clr. Ponto

THAT the minutes for the Council meeting of December 18, 2024 be approved as presented.

Carried

5. BUSINESS

5.1 2025 POLICY HR006 MILEAGE AND SUBSISTENCE

Policy HR 006 Mileage and Subsistence was reviewed and discussed.

Resolution # FC20250115.1008

Moved By: Clr. Hiller

THAT Policy HR006 Mileage and Subsistence be approved as presented.

Carried

5.2 2026 BUSINESS PLAN AND BUDGET TIMELINE

The timeline for the 2026-2029 Business Plan and Budget was reviewed and discussed.

Resolution # FC20250115.1009

Moved By: Clr. Shield

THAT the 2026-2029 Business Plan and Budget timeline be approved as presented.

Carried

5.3 BEAVER COUNTY - INTERMUNICIPAL COLLABORATION FRAMEWORK

The Intermunicipal Collaboration Framework with Beaver County was reviewed and discussed.

Resolution # FC20250115.1010

Moved By: Clr. Eckstrand

THAT Flagstaff County approve an amendment to the Flagstaff/Beaver Intermunicipal Collaboration Framework (ICF) agreement to enable an extension of the review process to 2027, with no revisions, as presented.

Carried

5.4 2025 TOURISM ASSISTANCE GRANT - HEISLER ARCHERY CLUB - 01-15-2025

The Tourism Assistance grant application from the Heisler Archery Club was reviewed and discussed.

Resolution # FC20250115.1011

Moved By: Clr. Ponto

THAT Council, after reviewing the evaluation form for the grant request from the Heisler Archery Club for the purpose of developing an outdoor 3D archery shooting range, approve the Tourism Assistance Grant request in the amount of \$3,000.

Carried

5.5 PUBLIC PARTICIPATION PLAN - 2025-01-15

C. Castagna reviewed the Public Participation Plan for the 2026 Business Plan and Budget.

Resolution # FC20250115.1012

Moved By: Clr. Shield

TO approve the Public Participation Plan for the 2026 Business Plan and Budget as presented.

Carried

5.6 PARKLAND REGIONAL LIBRARY - EXECUTIVE COMMITTEE MEMBER VACANCY

The Parkland Regional Library executive committee member vacancy was reviewed and discussed.

Resolution # FC20250115.1013

TO correspond to the library boards requesting they consider the request from Parkland Regional Library to elect a representative volunteer to attend Parkland's February 27th board meeting for the vacant seat on the Executive Committee.

Carried

7. CORRESPONDENCE ITEMS

7.1 CORRESPONDENCE ITEMS - 2025-01-15

Resolution # FC20250115.1014

Moved By: Clr. Hiller

THAT the following items of correspondence be approved as presented:

1. Rural Municipalities of Alberta (RMA) – December 20, 2024 Contact Newsletter
2. Royal Canadian Mounted Police (RCMP) – Rural Municipalities of Alberta (RMA) Fall Convention
3. Rural Municipalities of Alberta (RMA) – January 10, 2025 Contact Newsletter
4. Quarterly Resolution Update for Council 2024-10-01 – 2024-12-31

Carried

Reeve Kroetch recessed the meeting at 11:06 a.m. and reconvened at 11:19 a.m. C. Castagna withdrew from the meeting.

9. CLOSED MEETING (IN CAMERA) SESSION

9.1 CLOSED MEETING (IN CAMERA) SESSION - FOIP SECTION 24 - 2025-01-15

Resolution # FC20250115.1015

Moved By: Clr. Thompson

THAT the meeting go into a closed session at 11:21 a.m., with all persons except County Council, the Chief Administrative Officer, the Directors and the Recording Secretary excluded from the meeting, to discuss privileged information as per Section 24 of the FOIP Act.

Carried

Reeve Kroetch recessed the meeting at 12:30 p.m. and reconvened at 1:04 p.m. D. Brodie and J. Dahl withdrew from the meeting.

Resolution # FC20250115.1016

Moved By: Clr. Thompson

THAT Council return to an open meeting at 2:02 m.

Carried

Resolution # FC20250115.1017

Moved By: Clr. Thompson

THAT a donation of \$1,500 and a gift basket be provided to the Flagstaff's Informed Response Sharing Team (FIRST) for the 27th Annual Dinner and Auction Community Fundraiser.

Carried

10. ADJOURNMENT

The Reeve adjourned the meeting at 2:03 p.m.

Reeve

Chief Administrative Officer