



Council Meeting Minutes

Wednesday, April 16, 2025
Council Chambers of the Administration Building

Members Present: Reeve D. Kroetch, Division 5
Councillor R. Manning, Division 1
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

Staff Present: Shelly Armstrong, Chief Administrative Officer
Deb Brodie, Corporate 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 8:56 a.m.

2. ADOPTION OF AGENDA

Resolution # FC20250416.1001

Moved By: Clr. Ponto

THAT the agenda for the Council Meeting of April 16, 2025 be approved as presented.

Carried

3. DELEGATIONS

3.1 MUNICIPAL SERVICES

3.1.1 2025 PUBLIC WORKS DECLARATION WEEK

Council reviewed and discussed the Public Works week declaration.

Resolution # FC20250416.1002

Moved By: Clr. Shield

THAT Council approve the attached resolution thereby proclaiming May 18th to May 24th, 2025 to “National Public Works Week” in Flagstaff County.

Carried

3.1.2 SERVICES TO TOWNS AND VILLAGES - TOWN OF KILLAM REQUEST

Council reviewed and discussed the request from the Town of Killam to provide snow removal, grading, gravel, and dust control services on a no charge or a cost shared basis for certain roads within town limits.

D. Brodie, Corporate Services Director entered the meeting.

Resolution # FC20250416.1003

Moved By: Clr. Eckstrand

TO advise the Town of Killam that Flagstaff County will continue to provide services to all towns and villages on a full cost recovery basis, as outlined in the current Policy PW 009 - Municipal Services for Towns and Villages.

Carried

3.2 CORPORATE SERVICES

3.2.2 2025 REVISED BUDGET

D. Brodie reviewed the 2025 revised budget with Council. A discussion ensued.

Resolution # FC20250416.1004

Moved By: Clr. Ponto

TO approve the proposed amendments to the 2025 budget as presented with operating expenses increasing by \$618,800 to a total of \$28,632,950 and capital expenses decreasing by \$1,774,600 for a total of \$6,776,700, and to approve the proposed amendments to the 2026 capital budget with an increase of \$3,315,900 for a total of \$8,405,500.

Carried

Reeve Kroetch recessed the meeting at 9:49 a.m. and reconvened at 9:54 a.m.

3.2.1 2024 FINANCIAL STATEMENTS PRESENTATION

Scott St. Arnaud, Auditor from Gitzel & Company and D. Brodie, Corporate Services Director entered the meeting and reviewed the Audited Financial Statements and the Financial Information Return for the year ended December 31, 2024. The statements were reviewed and discussed. The auditor advised that Flagstaff County received a clear report with no reservations again this year.

A discussion ensued.

Resolution # FC20250416.1005

Moved By: Clr. Shield

THAT the meeting go into a closed session at 10:38 a.m., with all persons except County Council and the auditor excluded from the meeting, to discuss privileged information as per Section 24 of the FOIP Act.

Carried

S. Armstrong, D. Brodie, J. Dahl, C. Castagna and C. Bergman withdrew from the meeting at 10:38 a.m.

Resolution # FC20250416.1006

Moved By: Clr. Shield

THAT Council return to an open meeting at 10:51 a. m.

Carried

S. Armstrong, D. Brodie, J. Dahl, C. Castagna and C. Bergman entered the meeting at 10:52 a.m.

Resolution # FC20250416.1007

Moved By: Clr. Ponto

THAT the 2024 audited Financial Statements be approved as presented.

Carried

Scott St. Arnaud, Auditor withdrew from the meeting.

3.3 VALLEY SKI HILL - FUNDING REQUEST - SNOW GUNS

Carol MacRae, Secretary from the Valley Ski Club entered the meeting and presented Council with their request for funding. She advised that Paintearth County approved a \$30,000 donation towards this project. A question and answer period followed. Carol MacRae withdrew from the meeting.

Resolution # FC20250416.1008

Moved By: Clr. Thompson

TO approve the request from the Valley Ski Club and contribute \$30,000 towards the rebuilding of the snow guns project, to be funded by recreation operating reserves.

Carried

3.2.3 2025 TAX BYLAW

D. Brodie reviewed the Tax Rate bylaw. A discussion ensued.

Resolution # FC20250416.1009

Moved By: Clr. Eckstrand

THAT first reading be given for Bylaw 03/25, the Mill Rate Bylaw to authorize the proposed rates of taxation to be levied against assessable property within Flagstaff County in 2025.

Carried

Resolution # FC20250416.1010

Moved By: Clr. Shield

THAT second reading be given for Bylaw 03/25, the Mill Rate Bylaw to authorize the proposed rates of taxation to be levied against assessable property within Flagstaff County in 2025.

Carried

Resolution # FC20250416.1011

Moved By: Clr. Hiller

THAT third reading for Bylaw 03/25 be given at this meeting.

Carried Unanimously

Resolution # FC20250416.1012

Moved By: Clr. Ponto

THAT third and final reading be given for Bylaw 03/25, the Mill Rate Bylaw to authorize the proposed rates of taxation to be levied against assessable property within Flagstaff County in 2025.

Carried

4. ADOPTION OF MINUTES

4.1 MARCH 12, 2025 COUNCIL MEETING MINUTES

Resolution # FC20250416.1013

Moved By: Clr. Manning

THAT the minutes for the Council meeting of March 12, 2025 be approved as presented.

Carried

5. BUSINESS

5.1 2024 ANNUAL PROGRAM EVALUATIONS

The Annual Program Evaluations were reviewed and discussed. A question and answer period followed.

Reeve Kroetch recessed the meeting at 11:57 a.m. and reconvened at 12:29 p.m.

9. CLOSED MEETING (IN CAMERA) SESSION

9.1 CLOSED MEETING (IN CAMERA) SESSION - FOIP SECTION 24 - 2025-04-16

Resolution # FC20250416.1014

Moved By: Clr. Shield

THAT the meeting go into a closed session at 12:32 p.m., with all persons except County Council, the Chief Administrative Officer and the Recording Secretary excluded from the meeting, to discuss privileged information as per Section 24 of the FOIP Act.

Carried

Resolution # FC20250416.1015

Moved By: Clr. Manning

THAT Council return to an open meeting at 1:39 p.m.

Carried

D. Brodie, J. Dahl, and C. Castagna entered the meeting.

5. BUSINESS

5.1 2024 ANNUAL PROGRAM EVALUATIONS

5.1.1 2024 ANNUAL PROGRAM EVALUATIONS - QUESTIONS RECEIVED

The review of questions and answers for the 2024 Annual Program Evaluations continued.

5.2 2025 TOURISM ASSISTANCE GRANT - FLAGSTAFF SCOTTISH CLUB, GATHERING OF THE CLANS- 04-16-2025

Council reviewed and discussed the Tourism Assistance Grant application from the Flagstaff Scottish Club.

Resolution # FC20250416.1016

Moved By: Clr. Eckstrand

THAT after reviewing the evaluation form for the Tourism Assistance grant request from the Flagstaff Scottish Club for the purpose of hosting The Gathering of the Clans Highland Festival, approve the grant in the amount of \$3,000.

Carried

5.3 2025 TOURISM ASSISTANCE GRANT - FORESTBURG ARENA ASSOCIATION, BUCKIN IN THE BURG- 04-16-2025

Council reviewed and discussed the Tourism Assistance Grant application from the Forestburg Arena Association.

Resolution # FC20250416.1017

Moved By: Clr. Shield

THAT after reviewing the evaluation form for the Tourism Assistance grant request from the Forestburg Arena Association for the purpose of hosting Buckin in the Burg bull riding event, approve the grant in the amount of \$3,000.

Carried

5.4 2025 POLICY REVIEW 2025-04-16

Council reviewed and discussed the revisions for the 2025 policies up for review.

Resolution # FC20250416.1018

Moved By: Clr. Ponto

THAT the following policies be approved as presented:

- AG 002 Weed and Pest Control – no revisions
- AG 003 Weed and Pest Appeal Committee – as revised
- CP 007 Administration of the Safety Codes Act – no revisions
- CP 009 Cemeteries Assistance Grant Program – no revisions
- CP 014 Debt Management – as revised
- LE 002 Investment Policy – as revised
- LE 005 Flagstaff County and Region Identity – no revisions
- LE006 Public Participation – no revisions
- LE006 Public Participation Schedule A and B - no revisions
- PW 004 Approaches – as revised
- PW 005 Railway Crossings – as revised
- PW 008 Road Naming Policy – no revisions
- PW 008 Road Naming Policy Schedule A – no revisions

Carried

5.5 INTERMUNICIPAL COLLABORATION FRAMEWORK - EXTENSION WITH TOWN OF HARDISTY

Council reviewed and discussed Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Resolution # FC20250416.1019

Moved By: Clr. Hiller

THAT first reading be given for Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Carried

Resolution # FC20250416.1020

Moved By: Clr. Manning

THAT second reading be given for Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Carried

Resolution # FC20250416.1021

Moved By: Clr. Thompson

THAT third reading for Bylaw 04/25 be given at this meeting.

Carried Unanimously

Resolution # FC20250416.1022

Moved By: Clr. Shield

THAT third and final reading be given for Bylaw 04/25 to amend the Flagstaff County/Town of Hardisty Intermunicipal Collaboration Framework.

Carried

5.6 REQUEST TO RESCIND RESOLUTION - COUNCIL REMUNERATION

Council reviewed and discussed Clr. Shields' request to rescind the resolution from the February 12, 2025 Council meeting that would increase Council's remuneration following the election in October 2025. A discussion ensued.

Resolution # FC20250416.1023

Moved By: Clr. Shield

TO rescind Resolution FC20250212.1015: THAT Council remuneration be increased effective following the election in October 2025, as follows: Reeve: \$59,969, Councillors: \$55,969

Reeve Kroetch requested a recorded vote.

In Favor (4): Reeve Kroetch, Clr. Manning, Clr. Eckstrand, and Clr. Shield

Opposed (3): Clr. Ponto, Clr. Thompson, and Clr. Hiller

Carried (4 to 3)

5.7 VILLAGE OF FORESTBURG - ANNEXATION AND INDUSTRIAL PARK

Council reviewed and discussed the letter received from the Village of Forestburg.

Resolution # FC20250416.1024

Moved By: Clr. Manning

THAT should the proposal from the Village of Forestburg for annexation of NE 35, Twp 41, Rge 15, W4 align with the terms of our Joint Intermunicipal Development Plan, Flagstaff County will consider it.

Carried

Resolution # FC20250416.1025

Moved By: Clr. Hiller

THAT Flagstaff County fully supports the development of an Industrial Park. As previously stated, when a private investor has committed to developing, we would move to support new development and we would look forward to developing a negotiated agreement with the Village of Forestburg.

Carried Unanimously

5.8 PROVIDENCE PLACE - REQUEST FOR DONATION

Council reviewed and discussed the request from Providence Place for a donation.

Resolution # FC20250416.1026

Moved By: Clr. Manning

THAT Council respectfully decline the donation request from Providence Place for expenses towards their 25-year celebration event, as this event does not benefit the citizens of Flagstaff County.

Carried

6. COMMITTEE REPORTS

6.1 COMMITTEE REPORTS 2025-04-16

Clr. Hiller reported on the Battle River Alliance for Economic Development (BRAED) meeting of April 1, 2025 and the Flagstaff Regional Housing Group meeting of March 26, 2025.

Clr. Eckstrand reported on the Flagstaff Regional Solid Waste Management Association meeting of March 24, 2025.

Clr. Ponto reported on the Diplomat Mine Museum meeting of April 8, 2025.

Reeve Kroetch reported on the Battle River Research Group meeting of April 9, 2025.

7. CORRESPONDENCE ITEMS

7.1 CORRESPONDENCE ITEMS - 2025-04-16

Resolution # FC20250416.1027

Moved By: Clr. Ponto

THAT the following items of correspondence be approved as presented:

- 1. Alberta Municipal Affairs – Education Property Tax
- 2. Alberta Municipal Affairs – Elector Assistance Terminals
- 3. Alberta Municipal Affairs – Provincial Priorities Act Municipal Sector Fact Sheet
- 4. Battle River School Division – Invitation to May 22, 2025 Powwow
- 5. Flagstaff Regional Housing Group (FRHG) – 2024 Audited Financial Statements
- 6. Flagstaff Regional Housing Group (FRHG) – December 3, 2024 Organizational and Regular Meeting Minutes
- 7. Flagstaff Waste Correction to Annual Closure Post Closure Liability vs Reserves Review
- 8. Rural Municipalities of Alberta (RMA) – March 12, 2025 Unpaid Oil and Gas Survey Member Update
- 9. Rural Municipalities of Alberta (RMA) – March 14, 2025 Contact Newsletter
- 10. Rural Municipalities of Alberta (RMA) – March 28, 2025 Contact Newsletter
- 11. Rural Municipalities of Alberta (RMA) – April 4, 2025 Contact Newsletter
- 12. Rural Municipalities of Alberta (RMA) – April 11, 2025 Contact Newsletter
- 13. Rural Municipalities of Alberta (RMA) – June 12, 2025 Canoe Charity Golf Tournament
- 14. Alberta Municipal Affairs – Bill 50 Municipal Affairs Statutes Amendment Act Tabled
- 15. Battle River Lending Place Society – Invitation to Annual General Meeting
- 16. Flagstaff County – January to March 2025 Financial Report
- 17. Mitchel Kroetsch – 2025 Submission Review RA23022 and RA23022A
- 18. Quarterly Resolution Update for Council – 2025-01-01 – 2025-03-31
- 19. Alliance Community Garden – Request for Donation
- 20. Parkland Regional Library System (PRLS) – February 27, 2025 Meeting Minutes and Board Talk
- 21. Camrose County – Intermunicipal Collaboration Framework Amending Agreement
- 22. Municipal District of Wainwright No. 61 – Intermunicipal Collaboration Framework Amending Agreement
- 23. Town of Hardisty – Intermunicipal Collaboration Framework Amending Bylaw

Carried

10. ADJOURNMENT

The Reeve adjourned the meeting at 3:12 p.m.

Reeve

Chief Administrative Officer