



## Council Meeting Minutes

Wednesday, April 1, 2026  
Council Chambers of the Administration Building

Members Present: Reeve M. Hampshire, Division 3  
Councillor A. Jackson, Division 1  
Councillor A. Ponto, Division 2  
Councillor L. Lindseth, Division 4  
Councillor L. Heck, Division 5

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

### 1. CALL TO ORDER

The Reeve called the meeting to order at 9:02 a.m and acknowledged that we are on Treaty 6 territory, a traditional meeting grounds, gathering place, and travelling route to the Cree, Sauteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

### 2. ADOPTION OF AGENDA

**Resolution # FC.2026.04.01.1001**

**Moved By:** Clr. Heck

THAT the agenda for the Council Meeting of April 1, 2026 be approved as presented.

**Carried**

### 4. ADOPTION OF MINUTES

#### 4.1 MARCH 11, 2026 COUNCIL MEETING MINUTES

**Resolution # FC.2026.04.01.1002**

**Moved By:** Clr. Jackson

THAT the minutes for the Council meeting of March 11, 2026 be approved as presented.

**Carried**

### 5. DEPARTMENT BUSINESS

#### 5.1 CORPORATE SERVICES

##### 5.1.2 LE002 INVESTMENT POLICY - PROPOSED REVISIONS

D. Brodie, Corporate Services Director reviewed the revised Investment Policy. A discussion ensued.

**Resolution # FC.2026.04.01.1003**

**Moved By:** Clr. Ponto

THAT LE 002 Investment and Cash Management Policy be approved as presented and amended as follows:

Under Definitions, revise the following: Short-Term Investments – Investments made for a period of ~~less than 2 years.~~ of up to 1 year, and Medium-Term Investments – Investments made for a period of ~~2-5 years.~~ 1-5 years; and amend h) Performance, to reflect the revised definitions of terms.

**Carried**

**5.1.1 GITZEL AND COMPANY - 2025 FINANCIAL STATEMENTS**

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, 2025. The auditor advised that Flagstaff County received a clear report with no reservations again this year.

A discussion ensued.

**Resolution # FC.2026.04.01.1004**

**Moved By:** Clr. Jackson

THAT the meeting go into a closed session at 10:37 a.m., with all persons except County Council, and the auditor excluded from the meeting, to discuss privileged information as per Section 29 of the Access to Information Act (ATIA).

**Carried**

S. Armstrong, D. Brodie, K. Burnand, C. Bergman and C. Castagna withdrew from the meeting at 10:37 a.m.

**Resolution # FC.2026.04.01.1005**

**Moved By:** Clr. Jackson

THAT Council return to an open meeting at 11:03 a.m.

**Carried**

S. Armstrong, D. Brodie, K. Burnand, C. Bergman and C. Castagna entered the meeting at 11:03 a.m.

Reeve Hampshire recessed the meeting at 11:03 a.m. and reconvened at 11:10 a.m.

**Resolution # FC.2026.04.01.1006**

**Moved By:** Clr. Ponto

THAT the 2025 audited Financial Statements be approved as presented.

**Carried**

The auditor withdrew from the meeting.

**5.2 COMMUNITY SERVICES**

**5.2.1 OFF HIGHWAY VEHICLE BYLAW REVIEW**

K. Burnand, Community Services Director reviewed the information on off highway vehicles with Council.

**Resolution # FC.2026.04.01.1007**

**Moved By:** Clr. Heck

THAT Council maintains the Traffic Bylaw as currently written, with no amendments to the off-highway vehicle provisions as appropriate safety standards, risk mitigation and enforcement compliance are currently being achieved.

**Carried**

**5.1.3 2026 BUDGET REVISIONS**

D. Brodie reviewed the 2026 budget revisions with Council. It was noted that under the Assessment Class chart, the 2026 proposed rate for residential rural should read 4.8946, and not 4.4846; however, the percentages are still correct.

**Resolution # FC.2026.04.01.1008**

**Moved By:** Clr. Jackson

TO approve the proposed budget amendments as presented with 2026 operating expenses of \$28,134,350 and 2026 capital budget of \$8,175,200, utilizing \$352,530 from the Mill Rate Stabilization Reserve and reduce budgeted reserves Capital – Engineered Structures to \$1,614,200.

**Carried**

Reeve Hampshire recessed the meeting at 12:09 p.m. and reconvened at 1:01 p.m.

**5.2.2 2026 TOURISM ASSISTANCE GRANT - FORESTBURG ARENA ASSOCIATION-BUCKIN IN THE BURG**

The grant request from the Forestburg Arena for the Buckin in the Burg was reviewed and discussed.

**Resolution # FC.2026.04.01.1009**

**Moved By:** Clr. Jackson

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

**Carried**

**5.2.3 2026 TOURISM ASSISTANCE GRANT - IRON CREEK FLYING CLUB - DISCOVER AVIATION**

The grant request from the Iron Creek Flying Club for the Discover Aviation event was reviewed and discussed.

**Resolution # FC.2026.04.01.1010**

**Moved By:** Clr. Heck

THAT after reviewing the evaluation form for the Tourism Assistance grant request from the Iron Creek Flying Club – Discover Aviation event, approve the grant in the amount of \$3,000.

**Carried**

**5.3 MUNICIPAL SERVICES**

**5.3.1 RESTRUCTURING OF AGRICULTURE POLICIES - 2026-04-01**

The revised Agriculture policies were reviewed and discussed.

**Resolution # FC.2026.04.01.1011**

**Moved By:** Clr. Ponto

THAT the following policies be approved as presented:

- AG 001 Agricultural Service Board - Revised
- AG 002 Agriculture Umbrella Policy - New
- AG 003 Weed and Pest Control – Revised
- AG 004 Soil Conservation – Revised
- AG 005 Animal Health – No revisions

**Carried**

**Resolution # FC.2026.04.01.1012**

**Moved By:** Clr. Jackson

THAT Council appoint the Agricultural Service Board members to serve as the Soil Conservation Appeal Board, thereby replacing Council as the appeal body.

**Carried**

**6. BUSINESS**

**6.1 STROME AND DISTRICT AGRICULTURAL SOCIETY - REQUEST TO REMOVE SOLID WASTE SERVICES FEE**

The information regarding the request to remove solid waste services fee was reviewed and discussed.

**Resolution # FC.2026.04.01.1013**

**Moved By:** Clr. Ponto

TO revise the utility bylaw to reflect the option for non-profit organizations to opt out of fixed waste fees and to add a definition for non-profit organizations.

**Carried**

**7. COMMITTEE REPORTS**

**7.1 COMMITTEE REPORTS - 2026-04-01**

Clr. Ponto reported on the Flagstaff Regional Emergency Services Society (FRESS) meeting of March 26, 2026.

Clr. Jackson reported on the Citizen Advisory Committee (CAC) meeting of March 17, 2026.

Clr. Heck reported on the Flagstaff Regional Solid Waste Management (FRSWM) meeting of March 23, 2026.

**8. CORRESPONDENCE ITEMS**

**8.1 CORRESPONDENCE ITEMS - 2026-04-01**

**Resolution # FC.2026.04.01.1014**

**Moved By:** Clr. Heck

THAT the following items of correspondence be approved as presented:

1. Parkland Regional Library System (PRLS) - February 26, 2026 Meeting Minutes and Board Talk
2. Rural Municipalities of Alberta (RMA) – Property Tax Accountability Strategy
3. Rural Municipalities of Alberta (RMA) – Contact Newsletter – March 13, 2026
4. Alberta Public Safety and Emergency Services – Response to Police Funding Model
5. Alberta Transportation and Economic Corridors – Response to Highway 13 Grade Widening Project
6. Quarterly Resolution Update for Council – 2026-01-01 – 2026-03-31
7. Flagstaff County – January and February 2026 Financial Report
8. Rural Municipalities of Alberta (RMA) – March 27, 2026 - Contact Newsletter
9. Flagstaff Regional Housing Group (FRHG) – 2025 Audited Financial Statement

**Carried**

**10. CLOSED MEETING (IN CAMERA) SESSION**

**10.1 CLOSED MEETING (IN CAMERA) SESSION - ATIA SECTION 28 - 2026-04-01**

Reeve Hampshire recessed the meeting at 2:14 p.m. and reconvened at 2:26 p.m. C. Castagna withdrew from the meeting.

**Resolution # FC.2026.04.01.1015**

**Moved By:** Clr. Ponto

THAT the meeting go into a closed session at 2:26 p.m., with all persons except County Council, the Chief Administrative Officer, the Corporate Services Director, the Community Services Director and the Recording Secretary excluded from the meeting, to discuss privileged information as per Sections 28 and 29 of the Access to Information Act (ATIA).

**Carried**

**Resolution # FC.2026.04.01.1016**

**Moved By:** Clr. Jackson

THAT Council return to an open meeting at 4:23 p.m.

**Carried**

**Resolution # FC.2026.04.01.1017**

**Moved By:** Clr. Heck

TO send a letter to the Town of Daysland advising the response from Transportation and Economic Corridors advised the cost to upgrade 0.9 km of Range Road 164 to a paved surface is estimated at \$1,000,000. Council would like to explore cost-sharing options with the Town of Daysland to pave the road.

**Carried**

**11. ADJOURNMENT**

The Reeve adjourned the meeting at 4:26 p.m.

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Reeve

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Chief Administrative Officer