COUNTY OF PAINTEARTH NO. 18 COUNTY COUNCIL MEETING WEDNESDAY, FEBRUARY 21, 2024 9:00 A.M.

AGENDA

1,	CALL TO C	DRDER
2.	ACCEPTA	NCE OF AGENDA
3.		N OF THE PREVIOUS MINUTES Regular County Meeting February 6, 2024.
4.	PUBLIC HI	EARING Bylaw 719-24 Land Use Bylaw rezoning amendment 11:00 a.m.
5.	DELEGAT A. B. C.	IONS Shianna Younger – 3C's Minor Hockey re: U13 Female Provincials 9:00 a.m TransAlta BRCH Update – 10:00 a.m. Glenda Farnden, Sr. Municipal Relations, STARS – 11:30 a.m.
6.	BUSINESS A. B. C. D.	RFD – Write Off Accounts Receivable KAR004 RFD – Write off Accounts Receivable ATC006 RFD – Closure of Account: re: Coronation TD Branch closure BRAED Ag Roundtable – March 14 – Sponsorship Request
7.	BYLAWS	None.

8. COUNCILLOR REPORTS

- A. Verbal Reports.
- 9. ADMINISTRATION REPORTS
 - A. Chief Administrative Officer Report.
- 10. FINANCIAL
 - A. October 31, 2023 Bank Statement
 - B. November 30, 2023 Bank Statement
 - C. December 31, 2023 Bank Statement
- 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)
- 13. ADJOURNMENT

<u>Upcoming Council Meeting Dates</u> – March 5, 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, FEBRUARY 6, 2024

The Regular meeting of the Council of the County of Paintearth No. 18 held in Council chambers in the municipal office on Tuesday, February 6, 2024, commencing at 9:00 a.m.

IN ATTENDANCE:

Reeve:

Stan Schulmeister

Councillors:

Dale Norton, Terry Vockeroth, Maurice Wiart, Sandy

Shipton, Diane Elliott, George Glazier

Chief Administrative Officer:

Michael Simpson

Assistant Chief Administrative Officer: Community Services Director:

Lana Roth Todd Pawsey

Environmental Services Director:

Jeff Cosens

Community Bylaw Officer:

Colm Fitz-Gerald

Strategic Initiatives Manager:

Kaitlyn Kenney

CALL TO ORDER:

Reeve Schulmeister called the meeting to order at 9:05 a.m.

ADOPTION OF AGENDA:

02.06.24.502

Regular Council Meeting Agenda – February 6, 2024 - MOVED by Councillor Glazier for adoption of the Regular Council Meeting Agenda of February 6, 2024, with the following additions:

6. A - RFD Replacement request for damaged windshield 7.A. Bylaw 713-23 Road Closure Bylaw 2nd & 3rd Reading

Carried

ADOPTION OF PREVIOUS MINUTES:

02.06.24.503

Regular County Council Meeting Minutes - January 16, 2024

MOVED by Deputy Reeve Wiart that motion 01.16.24.473 be amended as follows:

<u>RFD - PERC/DIRC application for credits on uncollectable taxes</u> - MOVED by Councillor Vockeroth that the County apply for PERC program credits in the amount of \$54,973.92 and DIRC program credits in the amount of \$1,494.80 regarding uncollectable taxes.

02.06.24.504

MOVED by Councillor Norton that motion 01.16.24.474 be amended as follows:

<u>RFD - Write off outstanding accounts</u> - MOVED by Councillor Norton that the County write off outstanding accounts deemed uncollectable for rolls 46000180, 46000181, 70003910, 70004710, 70004720, 70004730, 70004740, 70008160, 70008710, 70008720, 70009370,

REGULAR COUNCIL MEETING FEBRUARY 6, 2024

70010430, 70011190, 70011660, 70012400, 70004100, 700111630, totalling \$167,484.26 for the years 2020 – 2023 inclusive.

Carried

02.06.24.505

MOVED by Councillor Elliott for the adoption of the minutes of the Regular County Council Meeting held on January 16, 2024 as amended.

Carried

PUBLIC HEARING:

None.

DELEGATIONS:

Castor Library Board member Shawn Peach and Library Manager Tess Griebel entered chambers at 9:06 a.m. and delivered a summary presentation on library operations and future plans.

02.06.24.506

MOVED by Councillor Vockeroth that the presentation from Castor Library be accepted as presented.

Carried

Battle River Watershed Executive Director Catherine Peirce entered chambers at 10:30 a.m.to deliver a presentation on behalf of the BRWA and extend an invitation to Councillors to attend their community summit on February 29, 2024

02.06.24.507

MOVED by Councillor Norton that the BRWA presentation be accepted as information.

Carried

BUSINESS:

02.06.24.508

MOVED by Councillor Vockeroth that the damaged windshield for the private vehicle operator damaged by County while driving northbound on Highway 36 on January 16 at 11:15 a.m. be replaced at cost to the County as is the general practice.

Carried

BYLAWS:

02.06.24.509

Bylaw 713-23 Veldt Street and Lanes Closure Bylaw - MOVED by Deputy Reeve Wiart that Bylaw 713-23 Veldt Street and Lanes Closure be given second reading.

Carried

02.06.24.510

Bylaw 713-23 Veldt Street and Lanes Closure Bylaw - MOVED by Elliott that Bylaw 713-23 Veldt Street and Lanes Closure be given third and final reading.

Carried

REGULAR COUNCIL MEETING FEBRUARY 6, 2024

	COUNCILLOR REPORTS:	
02.06.24.511	<u>Councillor Reports</u> – MOVED by Councillor Norton to adopt the verb as information.	al Councillor Reports Carried
	Councillor Glazier exited chambers at 9:50 a.m.	
	ADMINISTRATION REPORTS:	
02.06.24.512	<u>Chief Administrative Officer Report</u> – MOVED by Councillor Shipton Administrative Officer's Report as presented.	to approve the Chief Carried
		Carried
02.06.24.513	<u>Assistant CAO Report</u> – MOVED by Councillor Elliott to approve the as presented.	
		Carried
02.06.24.514	<u>Community Services Director Report</u> – MOVED by Councillor Shipto Services Director Report be approved as presented.	n that the Community
	Services Director Report be approved as presented.	Carried
02.06.24.515	<u>Strategic Initiatives Manager Report</u> – MOVED by Councillor Ellic Initiatives Manager Report be approved as presented.	ott that the Strategic
	initiatives Manager Report be approved as presented.	Carried
02.06.24.516	<u>Community Bylaw Officer</u> – MOVED by Deputy Reeve Wiart that t Officer's verbal report be approved as presented.	he Community Bylaw Carried
	Recess - the meeting recessed at 10:14 a.m. and reconvened at 10:32 a.	m.
	FINANCIAL:	
02.06.24.517	<u>January 31, 2024, budget report</u> – MOVED by Councillor Norton that budget report be approved as presented.	the January 31, 2024,
	CORRESPONDENCE:	Carried
02.06.24.518	Stewart Twa letter regarding TD Coronation Branch Closure – MOVEI that the correspondence from Stewart Twa be received and filed and County issue a letter to TD executives outlining the community impact	further that the
		Carried
00.00.04.540	RMA Busy Beaver Daycare Society Online Auction - MOVED by Dept	utv Reeve Wiart that
02.06.24.519	the County donate items for the Busy Beaver Online Auction.	Carried

REGULAR COUNCIL MEETING FEBRUARY 6, 2024

	CONFIDENTIAL ITEMS:	
02.06.24.520	<u>Closed Session</u> - MOVED by Councillor Norton that Council move to C a.m. to discuss items under the Freedom of Information and Protection	losed-Session at 10:57 n of Privacy Act, R.S.A
	2000, Chapter F-25: Part 1, Div. 2, Sec. 16(1)	Carried
02.06.24.521	<u>Open Meeting</u> - MOVED by Councillor Norton that Council return to an a.m.	Open Meeting at 11:54
		Carried
	Recess – the meeting recessed at 11:55 a.m. to allow return of the public.	
	Reconvene - the meeting reconvened at 11:58 a.m. with no public preser	nt.
02.06.24.522	<u>Capital Power Variance Request</u> – MOVED by Councillor Elliott that to variance request by Capital Power for turbines 1,2,5,9,12 and 13 be g	he working hours ranted.
	In favour: Councillors Elliott, Norton, Shipton, Glazier, Reeve Schuln Opposed: Councillor Vockeroth and Deputy Reeve Wiart	neister
02/06.24.523	<u>Paintearth School Site Non-Potable Truckfill</u> – MOVED by Deputy Re- Paintearth School Site Non-Potable Truckfill project be tabled indefin potable water options servicing Divisions 4 and 5 be explored for fea	itely and further that
	ADJOURNMENT:	
	Adjournment - Reeve Schulmeister adjourned the meeting at 11:57 a.m.	
	These minutes approved this day of	, 20
	Reeve	
	Chief Administrative Officer	
	Oliot, Million and a cities	





With great excitement our 3Cs U13B Female team has been awarded host of the 2024 U13B Hockey Alberta Provincial Championship Tournament March 21^{st} - 24^{th} .

On behalf of 3C's Minor Hockey association we would like to share the opportunity to be a part of what we hope will be a memorable tournament for all the teams through sponsorship opportunities.

Each sponsorship will include ways your contribution will be recognized.

Major Sponsorships:

Banquet Sponsor - \$5000.00

Referee Sponsor - \$1500.00

Ice Sponsor - \$1000.00

- Your contribution will be shared through social media
- a 2'x4' banner at the arena
- announcements throughout the tournament during games
- mention during the banquet
- print ad in the program

Additional Sponsorships:

These sponsorship options offer different recognition levels with a way to meet every budget while still being a part of such an incredible event for our communities.

Gold Sponsorship - \$500

- 1/3-page ad in the program recognizing you as a gold sponsor
- 8 ½ x 11 poster in the arena
- Thank you across social media platforms

Silver Sponsorship - \$300

- 1/4-page ad in the program recognizing you as a silver sponsor
- Thank you across social media platforms

Bronze Sponsorship - \$200

- Business card size ad in the program recognizing you as a bronze sponsor
- Thank you across social media platforms

Program Advertiser - \$100

2"x2.5" ad in the printed program

We welcome any support you are able to give. If these sponsorship opportunities don't fit and you would still like to contribute, please don't hesitate to discuss your individual requests with us.

To confirm your support, you can email me at <u>tinadweber@hotmail.com</u>. Please detail which type of sponsorship you would like to participate in and how payment will be made. We are pleased to accept cash, cheques or etransfer. To facilitate putting together all our printing and recognition, please attach your business logo and business card along with your email. Logos should be sent in .jpeg or .png format.

All cheques should be made to 3Cs MHA.

Cheques may be mailed to Castor Minor Sports Box, 479 Castor Alberta, TOC 0X0 c/o Tara Jenkins.

Etransfers can be sent to castorminorsports@gmail.com

We welcome any questions you may have about these sponsorship opportunities or the U13B Female Provincial Tournament. Please contact Tina Hronek (780)221-4645 at any time.

Thank you for your consideration of this request. We are grateful to be part of communities that are so generous with their time and resources to help showcase our communities and ensure all our youth can be a part of hockey.

Sincerely,

Tina Hronek

U13B Provincial Sponsorship Chair

County of Paintearth

Request for Decision

Title: Write off Accounts Receivable

Meeting: Regular Council

Meeting Date: February 21, 2024

Issue/Background:

The request is that Council give approval to write off Accounts Receivable account:

KAR004 - \$42.06 Original Invoice #IVC006563 (\$1,260.00) issued April 11, 2023 for office rent. The customer paid the invoice but not before finance charges were applied. The customer continues to pay their invoices; however the penalty keeps accumulating more finance charges.

Financial:

A total of \$42.06 will need to be written off from Accounts Receivable.

Policy/Legislation:

Recommendations:

 Council approves the request to write off Accounts Receivable Account KAR004 in the amount of \$42.06.

Prepared By: Corporate Services

County of Paintearth

Request for Decision

Title: Write off Accounts Receivable

Meeting: Regular Council Meeting Date: February 21, 2024

Issue/Background:

The request is that Council give approval to write off Accounts Receivable account:

• ATC006 - \$21.59 Original Invoice #IVC006746 (\$960.00) issued June 13, 2023 for dust proofing. The customer paid the invoice in August, but not before finance charges were applied, this unpaid amount keeps accumulating more finance charges.

Financial:

A total of \$21.59 will need to be written off from Accounts Receivable.

Policy/Legislation:

Recommendations:

 Council approves the request to write off Accounts Receivable Account KAR004 in the amount of \$21.59.

Prepared By: Corporate Services

County of Paintearth

Request for Decision

Meeting Date: February 21, 2024

Title: Close TD Bank account held at the Coronation branch

Meeting: Regular Council

Issue/Background:

The County of Paintearth received correspondence about the closure of the TD bank located in Coronation, AB, and the subsequent transferring of all accounts to the Stettler branch. This account was used primarily for tax payments from those residents who deal with TD bank. As the county now offers many payment options including e-transfers, direct deposits, on-line bill payments, credit card payments and monthly tax installment payment plan, there is no need to have this account. The County of Paintearth still has it's operating and savings account at the ATB branch in Castor, AB.

Financial:

Close the TD bank account with a balance of \$492,484.74, less any service fees to close the account, will be deposited into the ATB operating bank account, held at the ATB branch in Castor AB.

Policy/Legislation:

MGA 270 (1) Only a designated officer or a person authorized by bylaw may open or close the accounts that hold the money of a municipality.

MGA 270 (2) A municipality must ensure that all money belonging to or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch or trust corporation designated by council.

Recommendations:

- Council give approval to close the account at TD branch Coronation in the amount of \$492,484.74, less any service fees to close the account.
- The funds will be deposited in the ATB operating bank account, held at the ATB branch in Castor, AB.
 OR
- 3. Council directs Administration accordingly.

Prepared By: Corporate Services



RECEIVED

JAN 10 2024

January 5, 2024

2E 02228 8224

County Of Paintearth No 18 1 Crowfoot Drive Castor, AB TOC 0X0 Your
TD branch
is moving.
Here's what
you need to
know.

Important information about your commercial account at TD

Dear Business Customer.

We're writing to let you know that your TD branch at 4901 Royal St. is permanently closing on Friday, July 12, 2024, at 2 p.m. and moving to 4902 50 St., in Stettler.

Your commercial account, and any pre-authorized payments and direct deposits you may have set up, will all stay the same. There's nothing you need to do.

An Information Session will be held soon.

We'll host an Information Session where we welcome the opportunity to answer any questions you may have about the move. Come in and talk to us at the Coronation branch for details about the date and location of this session.

Please remember that you can continue to bank anytime, anywhere with EasyLine® telephone banking, online through Web Business Banking, through the TD app or at one of our many ATMs.

Questions? Simply contact your TD Commercial Banking Relationship Manager. They would be pleased to speak with you regarding this move.

We've also enclosed regulatory information about branch moves and closures. You can find out more by calling the Financial Consumer Agency of Canada at 1-866-461-FCAC (3222).

We value your business and look forward to continuing to serve you at the new location.

Sincerely,

Russell Anderson District Vice President Your TD branch will be located at:

4902 50 St., Stettler 403-742-3464

For all our other branch and ATM locations, please visit td.com/find



P.S. You might receive duplicative letters from us about this move if you or another business member has more than one account with us.

[®] The TD logo and other TD trademarks are the property of The Toronto-Dominion Bank or its subsidiaries.

CAO Report

Meeting: Regular Council Meeting

Meeting Date: February 21, 2024

1. February 7 – Present

- i. Prairies Canada CCTI-IF Update re Crowfoot Sewer
 - a) Review of project timelines and expenditure planning
- ii. Connect update re: design, RFQ and RFP timelines
- iii. Tip of Spear Training re: De-escalation and self-defence for staff and Council
 - a) 2-day session with members of Council and senior staff and Corporate Services staff. Great tips and tricks for situational awareness and stabilization of unstable scenarios.
- iv. Brownlee law seminar Emerging Trends saw good legal information on the following areas relevant to Paintearth County's interests:
 - a) Risk avoidance in construction projects given the multitude of project work expected this coming construction season, including pre-construction steps such as document preparation, this was highly applicable.
 - b) Workplace claims Paintearth has been fortunate to have excellent staff and a strong supportive culture on the part of Council and senior management. Catching up on emerging trends in workplace law however continues to be helpful in analyzing employment and labour-related matters application to everyday decision-making by Administration.
 - c) Statutory defenses to Occupiers Liability Claims and updates on new case law that reads down broad legislation into more narrow parameters respecting municipal protections in this regard.
 - d) Tax Incentive Bylaws what has worked and what has not. This seminar will give rise to future discussions with Council on whether or not the current incentive bylaw has been effective in achieving our objective of new investment, or, based on what successful examples elsewhere are showing, if Paintearth needs to rethink it's strategy when it comes to incentivising taxes through bylaw instruments.

Prepared By:

Michael Simpson, Chief Administrative Officer

COUNTY OF PAINTEARTH NO. 18 MONTHLY BANK STATEMENT October 31, 2023

GENERAL ACCOUNT

NET BALANCE AT END OF: SERECEIPTS FOR THE MONTH (Less MINUS: DISBURSEMENTS FOR THE MONNET BALANCE AT END OF THE	SUB - TOTAL	\$38,351,822.81 \$3,225,756.50 \$41,577,579.31 \$10,179,447.04 \$31,398,132.27
BALANCE AT END OF THE MONT CASH ON HAND AT END OF MON MINUS: OUTSTANDING CHEQUADD: DEPOSIT IN TRANSIT NET BALANCE AT END OF TH	SUB - TOTAL JES	\$32,899,806.60 \$300.00 \$32,900,106.60 \$1,502,420.58 \$446.25 \$31,398,132.27
OL	DIFF JTSTANDING CHEQUES GENERAL ACCOUNT	\$0.00 \$1,502,420.58
ATB LONG TERM LOAN BALANCE	E December 31, 2023	\$0.00
THIS STATEMENT SUBMITTED T	O COUNCIL THIS DAY	OF, 2023.
	REEVE	
-	CHIEF ADMINISTRATIV	VE OFFICER

2023-10-31 ATB GL Balance @ October 31, 2023	Debits 3,086,256.62 3,086,256.62	Credits 2,679,447.04
October prior period void cheque prior period void cheque prior period void cheque	3,086,256.62	2,013,441.04
Total Balance	3,086,256.62	2,679,447.04
2023-09-30 ATB SAVINGS GL Balance Sep 30, 2023	Debits 139,499.88	Credits 7,500,000.00
Total Balance	139,499.88	7,500,000.00
2023-09-30 TD BANK GL Balance Sep 30, 2023	Debits	Credits
Total Balance		



COUNTY OF PAINTEARTH NO. 18 MONTHLY BANK STATEMENT November 30, 2023

GENERAL ACCOUNT

NET BALANCE AT END OF:	October 31, 2023	\$31,398,132.27
RECEIPTS FOR THE MONTH	Less Loans)	\$659,322.90
	SUB - TOTAL	\$32,057,455.17
MINUS: DISBURSEMENTS FOR THE M NET BALANCE AT END OF		\$1,508,821.62 \$30,548,633.55
BALANCE AT END OF THE MO		\$30,617,132.14 \$300.00 \$30,617,432.14
MINUS: OUTSTANDING CH	EQUES	\$80,514.40
ADD: DEPOSIT IN TRANS		\$11,715.81
NET BALANCE AT END OF	THE MONTH	\$30,548,633.55
	DIFF OUTSTANDING CHEQUES	\$0.00
	GENERAL ACCOUNT	\$80,514.40
ATB LONG TERM LOAN BALA	NCE December 31, 2023	\$0.00
THIS STATEMENT SUBMITTE	D TO COUNCIL THIS DAY	OF, 2023.
	REEVE	
3	CHIEF ADMINISTRATI	VF OFFICER

COUNTY OF PAINTEARTH NO. 18 BANK BALANCE November 30, 2023

ATB Financial, Castor (General Acct)

\$2,604,319.68

ATB Financial, Castor (Savings Acct)

\$27,520,327.72

\$0.00 \$30,124,647.40

TD Canada Trust, Coronation

\$492,484.74

TOTAL ACCOUNT BALANCES

\$30,617,132.14

ATB LONG TERM LOAN BALANCE December 31, 2023

\$

Term/	GIC Investme	ents - T	ax Recover	y Nelson	
	Deposit Date	Term (# of days)	Due Date	Interest Rate	Amount Invested
	31-Oct-23	365	31-Oct-24		\$54,242.91
				_	\$54.242.01



COUNTY OF PAINTEARTH NO. 18 MONTHLY BANK STATEMENT December 31, 2023

GENERAL ACCOUNT

NET BALANCE AT END OF:	November 30, 2023	\$30,548,633.55
RECEIPTS FOR THE MONTH	(Less Loans)	\$3,334,415.25
	SUB - TOTAL	\$33,883,048.80
MINUS: DISBURSEMENTS FOR THE I NET BALANCE AT END OF		\$3,997,993.86 \$29,885,054.94
BALANCE AT END OF THE M	ONTH - BANK	\$29,986,708.18
CASH ON HAND AT END OF I		\$300.00
	SUB - TOTAL	\$29,987,008.18
MINUS: OUTSTANDING CH ADD: DEPOSIT IN TRANS	IEQUES	\$101,953.24 \$0.00
NET BALANCE AT END OF		\$29,885,054.94
	DIFF	\$0.00
	OUTSTANDING CHEQUES	\$101,953.24
	GENERAL ACCOUNT	\$101,955.24
ATB LONG TERM LOAN BALA	NCE December 31, 2023	\$0.00
THIS STATEMENT SUBMITTE	ED TO COUNCIL THIS DAY	OF, 2023.
3		
	REEVE	
e e	CHIEF ADMINISTRATI	VE OFFICER

COUNTY OF PAINTEARTH NO. 18 BANK BALANCE December 31, 2023

ATB Financial, Castor (General Acct)

\$4,354,056.93

ATB Financial, Castor (Savings Acct)

\$25,140,166.51

\$0.00 \$29,494,223.44

TD Canada Trust, Coronation

\$492,484.74

TOTAL ACCOUNT BALANCES

\$29,986,708.18

ATB LONG TERM LOAN BALANCE December 31, 2023

Term/GIC Investments - Tax Recovery Nelson

Deposit Date	(# of days)		Interest Rate	Amount Invested
 31-Oct-23	365	31-Oct-24	-	\$54,242.91
				\$54,242,91

Term/GIC Investments - Tax Recovery Schochenmaier

Deposit	Term (#of		Lata and Date	Amount
 13-May-23		13-May-24	Interest Rate 4.69%	Invested \$1,899.80
, , , ,				\$1,899,80

Term/GIC Investments -

Deposit Date	Term (#of days)	Due Date	Interest Rate	Amount Invested
29-Sep-23	365	29-Sep-24	5.50%	\$5,000,000.00
				\$5,000,000,00