COUNTY OF PAINTEARTH NO. 18

COUNTY COUNCIL MEETING

SEPTEMBER 16, 2025

9:00 A.M.

AGENDA

1.	CALL TO ORDER
2.	ACCEPTANCE OF AGENDA
3.	ADOPTION OF THE PREVIOUS MINUTES
	A. Regular County Meeting September 3, 2025
4.	ADMINISTRATION REPORTS
	 A. Legislative/Office of the CAO — Verbal B. Corporate Services C. Environmental Services D. Protective Services
5.	BUSINESS
	A. RFD: Town of Castor Firetruck Upgrade RequestB. Karve Surface Rent Review
6.	BYLAWS
	A. None.
7.	COUNCILLOR REPORTS
	Verbal Reports.
8.	PUBLIC HEARING
	A. None.

9. DELEGATIONS

A. None.

10. CORRESPONDENCE

- A. RMA District Update
- B. U15 Tier 1 3C's Coyotes Thank You Card

11. CONFIDENTIAL ITEMS

Access To Information Act, R.S.A. 2024, Chapter A-1.4: Part 1, Div 2, Section 19(1)(a)(i)(b)

12. ADJOURNMENT

<u>Upcoming Council Meeting Dates</u> — Council Meeting dates are subject to individual change and commence at 9:00 a.m.

COUNTY OF PAINTEARTH NO. 18 REGULAR COUNCIL MEETING MINUTES WEDNESDAY SEPTEMBER 3, 2025

The Regular meeting minutes of the Council of the County of Paintearth No. 18 held in Council Chambers in the municipal office on September 3, 2025, commencing at 9:00 a.m.

IN ATTENDANCE:

Reeve: Stan Schulmeister

Councillors: Terry Vockeroth, Sandy Shipton, Diane

Elliott, George Glazier, Dale Norton,

Maurice Wiart

Chief Administrative Officer: Barbara-Lee Kulyk

Assistant Chief Administrative Officer:

Director of Public Works:

Director of Community Services:

Director of Environmental Services:

Director of Protective Services:

Colm Fitz-Gerald Courtney Algot

CALL TO ORDER:

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

ADOPTION OF AGENDA:

09.03.25.379

<u>Regular Council Meeting Agenda – September 3, 2025</u> — MOVED by Councillor to adopt the Regular Council Meeting Agenda of September 3, 2025, as amended.

5. F Protective Services Report 10. A Greg Myles Delegation

Carried

<u>APPOINTMENT OF INTERIM CHIEF ADMINSITRATIVE OFFICER:</u>

09.03.25.380

<u>Appointment of Interim Chief Administrative Officer</u> — MOVED by Deputy Reeve Wiart that the County approve the appointment of Barbara-Lee Kulyk as interim chief administrative officer at the County of Paintearth, and further, authorizes the execution of her employment contract and grant her appropriate signing authority to carry out the duties of the position, retroactive to August 20, 2025.

Carried

ADOPTION OF PREVIOUS MINUTES:

Regular County Council Meeting Minutes August 19, 2025 - MOVED by 09.03.25.381 Councillor Norton that the Previous Regular County Council Meeting Minutes for August 19, 2025, be approved as presented. Carried **DELEGATIONS:** Greg Myles entered chambers at 9:00 a.m. and expressed concerns regarding the water/sewer line replacement in Halkirk in regard to business continuity and longevity. 09.03.25.382 MOVED by Deputy Reeve Wiart to accept the content presented by Mr. Myles as information and receive and file. Carried Greg Myles exited chambers at 9:10 a.m. **ADMINISTRATION REPORTS:** <u>Legislative & Office of the CAO Report</u> — MOVED by Councillor Shipton to 09.03.25.383 approve the legislative & office of the CAO's Report as presented. Carried Corporate Services Report — MOVED by Councillor Glazier to approve the 09.03.25.384 corporate services report as presented. Carried Community Services Report — MOVED by Councillor Norton to approve the 09.03.25.385 community services report as presented. Carried Budget Report Ending August 31, 2025 — MOVED by Councillor Elliott that the 09.03.25.386 County approve the budget report ending August 31, 2025. Carried Environmental Services Report — MOVED by Councillor Norton to approve the 09.03.25.387 environmental services report as presented. Carried <u>Public Works Report</u> — MOVED by Councillor Shipton to approve the public 09.03.25.388 works report as presented. Carried Protective Services Report — MOVED by Councillor Norton to approve the 09.03.25.389 protective services report as presented. Carried

Recess — The meeting recessed at 10:10 a.m.

Reconvene — The meeting reconvened at 10:20 a.m.

BUSINESS:

09.03.25.390	HR011 Recognition of Service Award — MOVED by Deputy Reeventhe County reward the individual recognition of service for 12 service and dedication to the County of Paintearth No.18 in accounts the Post of Paintearth No.18 in account the Post of Paintearth No.18 in accounts the Post of Paintearth No.18 in account the Post of Paintearth No.18 i	.25 years of
	policy HR011.	Carried
09.03.25.391	<u>HR012 Retirement Service Award</u> — MOVED by Councillor Ell County reward the individual retirement recognition service ber 12.25 years of service to the County of Paintearth No.18 in accopolicy HR012.	nefits for the
09.03.25.392	RFD: Castor/Halkirk Community Van Committee — MOVED by Glazier that the County provide additional funding in the amount of a total of \$6500.00 to the Castor/Halkirk Community Van Confurthermore, amend policy AD018 to reflect the changes.	of \$500.00 for
09.03.25.393	Write Off Tax Penalties in Halkirk — MOVED by Councillor Vocke County write off the penalties on tax rolls 28002200 in the amount of \$2.97, and 28002350 in the amount of \$	nt of \$25.06,
09.03.25.394	RFD: Advanced Polls for the 2025 Election — MOVED by Counce that the County approve two advanced polls: one in Brownfield or 2025, 10:00 a.m. to 8:00 p.m. and one in Halkirk on October 15, 202 to 8:00 p.m.	n October 12,
09.03.25.395	<u>RFD: Reappointment of Substitute Returning Officer</u> — MOVEl Reeve Wiart that the County appoint Lana Roth, Assistant Chief Ac Officer, as substitute returning officer for the 2025 election.	D by Deputy dministrative Carried
09.03.25.396	RFD: Windshield Repair Request — MOVED by Councillor Electronic County approve the windshield repair request of \$365.85.	liott that the
	BYLAWS:	
09.03.25.397	<u>Table Bylaw 739-25 Master Rates Bylaw</u> — MOVED by Councille Bylaw 739-25 Master Rates Bylaw be tabled.	or Elliott that
09.03.25.398	<u>Table Bylaw 740-25 Water and Sewer Bylaw</u> — MOVED by Deputy that Bylaw 740-25 Water and Sewer Bylaw be tabled.	Reeve Wiart
		Carried
09.03.25.399	<u>Table Bylaw 743-25 Fire Services Bylaw</u> — MOVED by Councillo Bylaw 743-25 Fire Services Bylaw be tabled.	Carried

Table Bylaw 746-25 The Procedural Bylaw — MOVED by Councillor Glazier that 09.03.25.400 Bylaw 746-25 The Procedural Bylaw be tabled. Carried **COUNCILLOR REPORTS:** Councillor Reports - MOVED by Councillor Glazier to adopt the verbal 09.03.25.401 Councillor Reports as information. Carried **PUBLIC HEARING:** None. **CORRESPONDENCE:** Karve Surface Rent Review Notice — MOVED by Councillor Norton that the 09.03.25.402 County direct administration to review the correspondence sent by Karve Energy regarding surface rent review and present on the findings at the September 16, 2025, regular council meeting. Carried Thank You Card from Coronation Royals U13 Baseball Team — MOVED by 09.03.25.403 Councillor Vockeroth that the correspondence from Coronation Royals U13 Baseball Team be received and filed as information. Carried **CLOSED SESSION: Closed Session** — MOVED by Councillor Norton that the County move to 09.03.25.404 closed session at 11:02 a.m. to discuss items under the Access to Information Act, R.S.A. 2024, Chapter A-1.4: Part 1, Div 2, Sec 19(1)(b) and 20(1). Carried Closed Session — MOVED by Councillor Norton that the County return to an 09.03.25.405 open meeting at 11:54 a.m. Carried Recess — the meeting recessed at 11:58 a.m. to allow return of the public. Reconvene — the meeting reconvened at 11:59 a.m. with no public present.

<u>Donation to Coronation Health Centre Foundation Fall Gala</u> — MOVED by

\$100.00 to the Fall Gala silent auction.

Deputy Reeve Wiart that the county donate an item valued at approximately

Carried

09.03.25.406

09.03.25.407

<u>Borehole Testing for Public Works</u> — MOVED by Deputy Reeve Wiart that the County approve public works to use borehole testing.

Carried

ADJOURNMENT:
Reeve Schulmeister adjourned the meeting at 12:00 p.m.
These minutes approved this day of 20
Reeve
Chief Administrative Officer



CORPORATE SERVICES REPORT

Meeting: Regular Council Meeting Meeting Date: September 16, 2025

Property Tax

We are closing in on the next tax penalty deadline of September 30th which is a 10% penalty.

Natural Gas Utility – Halkirk

Following the September 2 meeting with Paintearth Gas Co-op we have been introduced to a contractor that has prepared Paintearth Gas Co-ops ERP and SLMS and will be able to assist the County with fulfilling the needs of our Corrective Action Plan from our FedGas Audit. More information on this topic will be forthcoming at a later date.

Legislative Services

On September 10, the Legislative Clerk attended a beginner-level records management course. The session emphasized the importance of systematically managing records from creation through final disposition. Key points included the need for clear policies, defined roles, and retention schedules to ensure accountability and compliance. Effective records management supports transparency, protects information, and aligns with organizational priorities. Major takeaways included the importance of keeping records consistently, clearly, and for the appropriate length of time, as well as recognizing that disposing of transitory records is just as important as managing those on the retention schedule. The course concluded with an exercise to identify an organizational opportunity and develop an action plan outlining responsibilities, timelines, required resources, potential challenges, and desired outcomes.

Budget

Work has commenced on preparing the 2026 budget document. Over the next month department heads will prepare operating and capital budgets that will be presented to council later this fall for their review.



Director's Report

Department: Environmental Services

Meeting: Council Meeting Date: September 11, 2025

Utilities

- Water Conservation Notice: Received notice that the Town of Stettler water treatment plant on the water line had a repair done to it and that is why a Water Conservation Notice was issued but was resolved the next day
- County of Stettler and Paintearth Letter: A letter went out to Minister of Transportation, Environment, and Agriculture calling for an Urgent Need for Water Security and Rural Infrastructure Support in East Central Alberta
- Crowfoot Lift Station: Commissioning date is set for September 23
- Castor Extension: MPE is asking a couple different contractors for pricing
- Halkirk Water System: United Utilities is working on Alberta Avenue

Agricultural Service Board (ASB)

- Clubroot Inspections: Trevor is currently inspecting for the presence of clubroot
- Mowing: Approximately 70% of the mowing is complete with all mowers working in Division 7 around the Brownfield area.

Prepared By: Jeff Cosens



PROTECTIVE SERVICES REPORT

Meeting: Regular Council Meeting Meeting Date: September 16, 2025

Bylaw complaints:

Monday: Catch up with emails, fire permits and road permits. So far roads are back to a normal pace unlike last year(Cap II project). Fire permits also at a normal pace(haying and harvest is full swing).

Tuesday: Council meeting, fire billing issue with province(not an issue anymore). New tires for work vehicle. Assisted Halkirk Fire medical call.

Wednesday: Halkirk paperwork and patrols.

Thursday: Check Halkirk traffic as well 400.Ceto Project continuing with construction at Tinchebray. Meeting with Dechant, the construction Co. 90 day project(will be completed next year.)

Friday: Admin work, writing reports for council \circ . Fire training for Wildfire next weekend for all 3 fire services.

Weekends: Sunday August 31 all day dealing with Roadata and Ryker(Rig movers).

RCMP report: Nothing to Report.

Emergency Management: Upcoming conferences and education, dates yet to be determined, selecting alternate DEMs..

Capital Budget reporting: Soon to be updating fire bunker gear for Halkirk Fire Dept.

Note that everyday writer will deals with these events on a consistent basis, they are road permits, fire permits, intel and Halkirk, weights/overloads.

Respectively,

Colm Fitz-Gerald
Director of Protective Services



Request for Decision

Title: Castor Fire Truck Upgrade Funding

Meeting: Council Meeting Date: September 16, 2025

Issue/Background:

Council entered into a fire agreement for costs on County fire equipment, that percentage is 85%. Castor fire Department has a new water truck (delivered Feb 2023). The water truck is a source water truck instead of a draft water truck. The difference is the source is designed for urban and the draft for rural. Unfortunately, Castor fire has the source. They therefore cannot pull water from a dugout or any water source more than 8' away.

The Castor Fire Department is now in the process of converting the water truck to a draft from being a source. They have already started and spent \$7,800.00 and will be spending another \$10,750.00 to complete the process.

(In camera session can used for further discussion)

Financial:

The county cost will be \$15,767.50(85% of the total cost \$18,550).

Policy/Legislation:

Fire Agreement of Feb 06, 2020.

Recommendations:

The County grant the expenditures to bring the water truck up to rural standards.

Prepared By: Colm Fitz-Gerald, Director of Protective Services



September 10, 2025

COUNTY OF PAINTEARTH NO. 18 BOX 509 CASTOR AB TOC 0X0

RE:

Compensation Review - Karve Energy Inc.

Karve File: S03704 MLC File: 25-360

Based on review, Karve Energy Inc. proposes to modify the annual compensation for the following:

File #	Legal Description	Site Description	Lease Date:	Acres	Current Base Rental	Revised Base Rental	Effective Date
S03704	NE 18-36-9 W4M	WS & A/R 15-18-36-9 W4M	October 1, 2015, Effective Anniversary date July 10th	4.82	\$3,325.00	\$3,446.00	July 10, 2026

In all other respects the lease remains unchanged. Please sign and return one copy of this letter to brad@mland.ca

This rental adjustment offer is open for acceptance until November 10, 2025.

If we do not receive a response on or before November 10, 2025, the current rental will remain in effect until the next review period.

Should you require any further information please do not hesitate to contact Brad Rudy @ 403-805-6969.

Yours truly, Millennium Land Ltd. Agents for **Karve Energy Inc.**

Brad Rudy
The captioned agreements are hereby amended and, in all respects, ratified and confirmed.
Accepted and agreed to this day of, 2025.
COUNTY OF PAINTEARTH NO. 18
DED.
PER:

T2H 2M3



Phone:



mail:



Web: www.MLAND.ca

Karve File: S03704 MLC File: 25-360

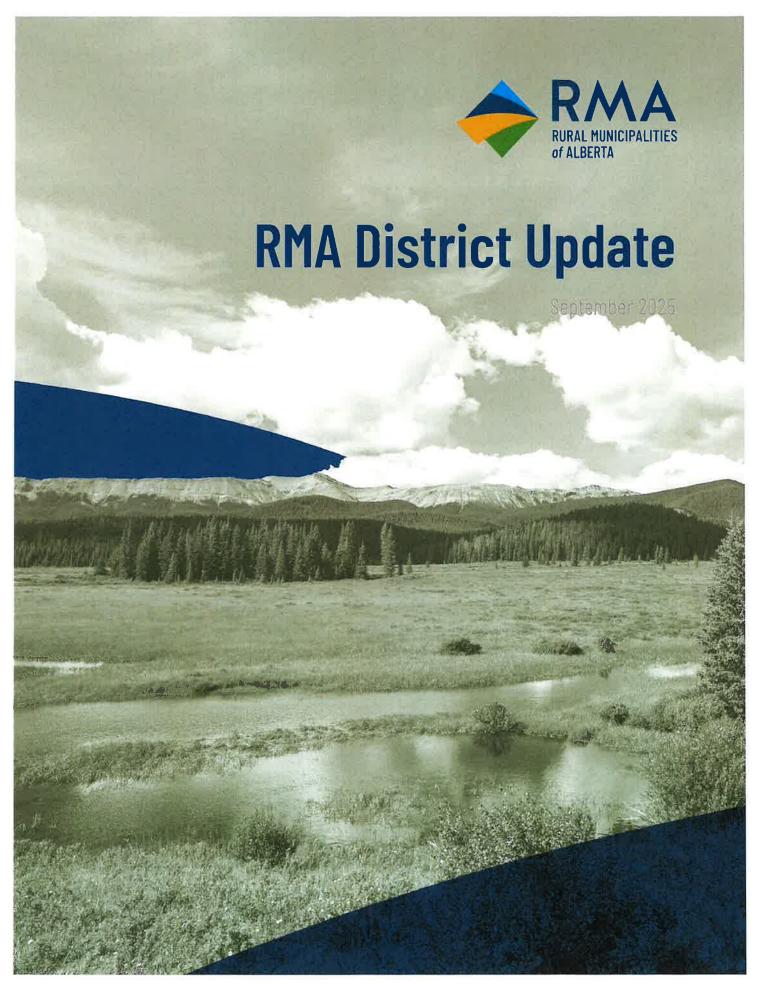
Compensation Justification Sheet

(Rental Review)

Company Name: Project Name: Legal Description: KARVE ENERGY INC. W/S & A/R 15-18-36-9 W4M

NE 18-36-9 W4M

=	\$	2,000.00
=	\$	1,446.00
=	\$	3,446.00
=	\$	3,325.00
=	\$	3,446.00
	=	= \$ = \$



Property Tax Accountability Strategy

The Property Tax Accountability Strategy (PTAS) Working Group met for the second time on August 22, focusing on two of the objectives from its Terms of Reference.

The first, establishing a Common Understanding of Data, involved reviewing unpaid oil and gas property tax data from multiple sources and exploring differences in collection methods and definitions. The intention of the comparative analysis is to work towards establishing a clear, shared foundation for future analysis.

The second, Understanding and Mitigating Municipal Impacts, featured presentations from several rural municipalities on the operational and financial challenges caused by unpaid oil and gas property taxes. The intention of these presentations is to provide the working group with first-hand municipal perspectives that will guide the development of practical and sustainable solutions.

The Alberta Energy Regulator also presented on its role in regulating and enforcing compliance within the oil and gas sector, adding valuable context for the group's next steps.

The next PTAS meeting is scheduled for September 25, when work will begin on objectives three and four: tax recovery, and legislative and regulatory recommendations. The working group intends to publish its final report by the end of 2025.

RMA continues to emphasize that PTAS is separate and distinct from the Mature Asset Strategy (MAS). While the MAS was developed through an industry lens and intended to address industry profitability and viability, the PTAS is rooted in municipal priorities and focused on closing legislative and policy gaps to ensure industry accountability and address the issue of unpaid oil and gas property taxes once and for all.

Agricultural Plastics Recycling Update

On July 31, 2025, Alberta Environment and Protected Areas (AEPA) and Alberta Agriculture and Irrigation (AGI) announced an engagement on the development of a provincial regulatory system for collecting and recycling designated agricultural plastic waste. This announcement follows the introduction of the Extended Producer Responsibility (EPR) Regulation in Alberta on April 1, 2025.

RMA is a long-standing active member of the Agricultural Plastics Recycling Group (APRG) and supports its efforts to reduce agricultural plastic waste. APRG launched a three-year pilot program in 2019 to recycle grain bags and twine, backed by \$1 million in funding from AGI. In 2022, the APRG was granted an extension of the pilot program through August 2023, when the program was further extended to December 31, 2025.

While AGI's engagement is seeking feedback on a phased implementation timeline beginning in January 2028, the APRG is seeking an extension of the pilot program to ensure that agricultural plastic waste collection and recycling continue throughout 2026 and 2027. RMA will keep members updated on any extensions to the pilot.

The primary method of providing feedback to the current engagement is to complete an online survey released by AGI, which closes on September 12, 2025. Questions about the engagement can be directed to agi.agplasticsengagement@gov.ab.ca. RMA will be making a response to the survey, informed by our historical advocacy and membership with the APRG, to ensure that the rural municipal voice is represented; with that said, RMA encourages members, farmers, and ranchers to respond to the survey as well, as the questions are designed to account for local and individual circumstances and preferences.

Policing Update

Police Funding Model

The Police Funding Model (PFM) has been extended to March 31, 2026 to make time for a review of the model. The Government of Alberta hired MNP to conduct a review of the PFM from May to July. This engagement consisted of virtual sessions for elected officials and meetings for senior municipal administrators.

RMA voiced concerns with this engagement process, the timelines that it took place under, and the extent to which it adequately engaged with rural municipalities.

RMA will keep members updated on any information that comes out of this review.

Alberta Sheriffs Police Service

In Spring 2025, the Government of Alberta (GOA) passed Bill 49, the Public Safety and Emergency Services Statutes Amendment Act, 2025, which makes further legislative amendments for the creation of the independent agency police service, now called the Alberta Sheriffs Police Service (ASPS). To better understand the current state of this new service, RMA met with the Chief and senior administrators of the ASPS. RMA will keep members informed of any important updates regarding the ASPS and the affect it may have on rural municipalities.

Minister Meetings

Premier Smith and Minister Jean

RMA met with Premier Smith and Minister Jean to discuss the government's next steps for the Mature Asset Strategy's (MAS) recommendations. RMA is requesting that each of the recommendations be given a fulsome engagement process to ensure that it does not create unintended consequences for municipalities, landowners, or industry. RMA is looking forward to continuing to provide input and the rural perspective as the future of the MAS recommendations are explored.

Minister Schow

RMA met with the newly appointed Minister of Jobs, Economy, Trade and Immigration to ensure continued collaboration between RMA and the ministry. Discussions with Minister Schow surrounded applying a rural lens to economic development initiatives, funding for Rural Economic Development Alliances, and the creation of a joint agri-tourism strategy.

Following this meeting, RMA worked with the ministry to share a <u>list of resources</u> for rural economic development initiatives to members.

Resolution Highlight – Resolution 14-24F: Post-Traumatic Stress Disorder Coverage for Community Peace Officers Under the *Workers' Compensation Act*

RMA members endorsed *Resolution 14-24F: Post-Traumatic Stress Disorder Coverage for Community Peace Officers Under the Workers' Compensation Act* at the Fall 2024 Convention. Urban municipalities sponsored an identical resolution through ABmunis. The RMA resolution highlighted that although Community Peace Officers (CPOs)— many of whom are employed by municipalities—have similar responsibilities to other first responders and regularly face high risk traumatic incidents that could lead to post-traumatic stress disorder (PTSD), they are not considered first responders or awarded the same presumed PTSD protection under the *Workers Compensation Act*. This special protection, proposed in the resolution for CPOs, means that when other first responders, including police officers or paramedics, are diagnosed with PTSD, they are not required to prove that their PTSD is a result of their work. Presumed coverage results in system efficiencies and would help CPOs get the help they need sooner.

RMA partnered with ABmunis and the Alberta Association of Community Peace Officers (AACPO) to advocate for this change. To date, the organizations have sent a letter to the Minister of Jobs, Economy, Trade and Immigration, released a joint infographic, shared a response to the minister's letter outlining evidence around presumed coverage in other provinces and territories, the trauma CPOs regularly witness, and how presumed coverage is the best known practice to get first responders the help they need. Minister Schow was appointed the Minister of Jobs, Economy, Trade, and Immigration in May 2025. As a result of this submission, Minister Schow requested a meeting with RMA, ABmunis, and AACPO to learn more in July 2025. RMA, ABmunis, and AACPO presented a strong case for why CPOs deserve this coverage. In the upcoming months, work will continue to demonstrate the need for this coverage.

Fall 2025 Convention

The RMA Fall 2025 Convention and Trade Show will be held at the Edmonton Convention Centre from November 17 to 20. Registration details can be found here.

Although the full agenda is still being developed, the Annual General Meeting, resolution session, plenary speakers, workshops, and EOEP courses will all take place throughout the week. RMA is excited to announce that Mark Cohon, business and community leader and 12th Commissioner of the NFL will be the keynote speaker.

See you there!

Running for Municipal Office Campaign - Final Webinars & Next Steps

RMA, in partnership with Alberta Municipalities (ABmunis), launched the Running for Municipal Office campaign to raise awareness among potential candidates and Albertans at-large about the benefits of serving as a municipal elected official ahead of the 2025 Alberta municipal election.

As part of the campaign, the two associations have been jointly hosting 20 live, interactive webinars between April and September 2025. These sessions are open to the public, free to attend, and feature insights from individuals who have served on municipal councils in Alberta, offering firsthand experiences and perspectives.

The final rural-focused webinar has now concluded, but two webinars remain – both targeted at small to midsize municipalities:

- September 9, 12:00pm 1:00pm
- September 16, 7:30pm 8:30pm

While not specifically tailored to rural municipalities, these sessions still offer valuable insights for anyone considering running for municipal office, including those in rural communities.

With the webinar series soon concluding, the campaign will shift into its second phase: developing the CAO-Council Positive Relationship Toolkit. This practical, accessible resource is designed to help Alberta's newly elected councils foster constructive and collaborative relationships with municipal administration from day one. It will provide clear guidelines, best practices, and actionable insights to support effective governance and impactful outcomes for municipalities. The toolkit is expected to be available immediately following the municipal election in October.

Members are encouraged to visit RMA's Running for Municipal Office webpage to view the full list of upcoming webinars, register to attend, and access a suite of informational materials and resources for prospective candidates. Members are also encouraged to promote this campaign through local communication channels to help drive engagement and webinar registrations, whether on municipal websites, social media, or newsletters. To stay up to date with the campaign, sign up to receive RMA's Contact Newsletter, and follow along on RMA's social media channels (LinkedIn, X, Facebook).

EOEP Update

All new and returning municipal elected officials must complete orientation training after being elected. EOEP offers Munis 101, which provides fundamental professional development for impactful municipal leadership, and meets the criteria for mandatory post-election training. Munis 101 courses will be held immediately after the election to assist municipalities in meeting legislative requirements for the *Municipal Government Act's* (MGA) mandated post-election training. For more information on registering for Munis 101, please click here.

Registration is now open for the following courses at the 2025 RMA Fall Convention for the following courses:

- Munis 101
- Council's Role in the Employment of the CAO
- Council's Role in Budgeting and Finance

Administrators are encouraged to enrol council members in EOEP courses prior to the election to secure attendance.

The full 2025 EOEP course schedule is now available online.

As a reminder, participants who complete all seven core EOEP courses will earn their Municipal Elected Leaders Certificate (MELC), which is offered in coordination with the University of Alberta's Augustana Campus.

RMA Communications

Communicating with members is an essential role of the RMA, both to share information and to obtain member input. To ensure that you receive the most up to date information, please subscribe to the Contact newsletter. Contact is distributed weekly and includes important member bulletins, announcements, and links to news articles that may be of interest to Alberta's municipalities. Trader is the monthly Canoe newsletter sharing news about procurement services available to members and updates from approved suppliers.

We are also active on social media! Follow us on X @RuralMA, LinkedIn, and Facebook.

Country of Parintearth

10.B

Thank You



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SECEINED

