

**COUNTY OF PAINT EARTH 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 Wiat |
| Chief Administrative Officer:           | Barbara-Lee Kulyk  |
| Assistant Chief Administrative Officer: | Lana Roth  |
| Director of Public Works:               | Bryce Cooke  |
| Director of Community Services:         | Todd Pawsey  |
| Director of Environmental Services:     | Jeff Cosens  |
| Director of Protective Services:        | Colm Fitz-Gerald   |
| Legislative Clerk:                      | Courtney Algot   |

**CALL TO ORDER:**

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

**ADOPTION OF AGENDA:**

09.03.25.379

**Regular Council Meeting Agenda – September 3, 2025** — 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

**APPOINTMENT OF INTERIM CHIEF ADMINISTRATIVE OFFICER:**

09.03.25.380

**Appointment of Interim Chief Administrative Officer** — MOVED by Deputy Reeve Wiat 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

*Handwritten signature and initials BK*

**ADOPTION OF PREVIOUS MINUTES:**

- 09.03.25.381 **Regular County Council Meeting Minutes August 19, 2025** — MOVED by 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:**

- 09.03.25.383 **Legislative & Office of the CAO Report** — MOVED by Councillor Shipton to approve the legislative & office of the CAO's Report as presented. Carried
- 09.03.25.384 **Corporate Services Report** — MOVED by Councillor Glazier to approve the corporate services report as presented. Carried
- 09.03.25.385 **Community Services Report** — MOVED by Councillor Norton to approve the community services report as presented. Carried
- 09.03.25.386 **Budget Report Ending August 31, 2025** — MOVED by Councillor Elliott that the County approve the budget report ending August 31, 2025. Carried
- 09.03.25.387 **Environmental Services Report** — MOVED by Councillor Norton to approve the environmental services report as presented. Carried
- 09.03.25.388 **Public Works Report** — MOVED by Councillor Shipton to approve the public works report as presented. Carried
- 09.03.25.389 **Protective Services Report** — MOVED by Councillor Norton to approve the 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 Reeve Wiart that the County reward the individual recognition of service for 12.25 years of service and dedication to the County of Paintearth No.18 in accordance with policy HR011.

Carried

09.03.25.391 HR012 Retirement Service Award — MOVED by Councillor Elliott that the County reward the individual retirement recognition service benefits for the 12.25 years of service to the County of Paintearth No.18 in accordance with policy HR012.

Carried

09.03.25.392 RFD: Castor/Halkirk Community Van Committee — MOVED by Councillor Glazier that the County provide additional funding in the amount of \$500.00 for a total of \$6500.00 to the Castor/Halkirk Community Van Committee, and furthermore, amend policy AD018 to reflect the changes.

Carried

09.03.25.393 Write Off Tax Penalties in Halkirk — MOVED by Councillor Vockeroth that the County write off the penalties on tax rolls 28002200 in the amount of \$25.06, 28002201 in the amount of \$2.97, and 28002350 in the amount of \$16.90.

Carried

09.03.25.394 RFD: Advanced Polls for the 2025 Election — MOVED by Councillor Shipton that the County approve two advanced polls: one in Brownfield on October 12, 2025, 10:00 a.m. to 8:00 p.m. and one in Halkirk on October 15, 2025, 10:00 a.m. to 8:00 p.m.

Carried

09.03.25.395 RFD: Reappointment of Substitute Returning Officer — MOVED by Deputy Reeve Wiart that the County appoint Lana Roth, Assistant Chief Administrative Officer, as substitute returning officer for the 2025 election.

Carried

09.03.25.396 RFD: Windshield Repair Request — MOVED by Councillor Elliott that the County approve the windshield repair request of \$365.85.

Carried

**BYLAWS:**

09.03.25.397 Table Bylaw 739-25 Master Rates Bylaw — MOVED by Councillor Elliott that Bylaw 739-25 Master Rates Bylaw be tabled.

Carried

09.03.25.398 Table Bylaw 740-25 Water and Sewer Bylaw — MOVED by Deputy Reeve Wiart that Bylaw 740-25 Water and Sewer Bylaw be tabled.

Carried

09.03.25.399 Table Bylaw 743-25 Fire Services Bylaw — MOVED by Councillor Norton that Bylaw 743-25 Fire Services Bylaw be tabled.

Carried

09.03.25.400 Table Bylaw 746-25 The Procedural Bylaw — MOVED by Councillor Glazier that Bylaw 746-25 The Procedural Bylaw be tabled. Carried

**COUNCILLOR REPORTS:**

09.03.25.401 Councillor Reports — MOVED by Councillor Glazier to adopt the verbal Councillor Reports as information. Carried

**PUBLIC HEARING:**

None.

**CORRESPONDENCE:**

09.03.25.402 Karve Surface Rent Review Notice — MOVED by Councillor Norton that the 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

09.03.25.403 Thank You Card from Coronation Royals U13 Baseball Team — MOVED by Councillor Vockeroth that the correspondence from Coronation Royals U13 Baseball Team be received and filed as information. Carried

**CLOSED SESSION:**

09.03.25.404 Closed Session — MOVED by Councillor Norton that the County move to 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

09.03.25.405 Closed Session — MOVED by Councillor Norton that the County return to an 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.

09.03.25.406 Donation to Coronation Health Centre Foundation Fall Gala — MOVED by Deputy Reeve Wiart that the county donate an item valued at approximately \$100.00 to the Fall Gala silent auction. Carried

09.03.25.407

Borehole Testing for Public Works — 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 3 day of September, 2025.

  
\_\_\_\_\_  
Reeve

  
\_\_\_\_\_  
Chief Administrative Officer