

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE COUNTY OF STETTLER NO. 6 HELD ON WEDNESDAY, FEBRUARY 9, 2022 AT 12:00 NOON IN THE COUNCIL CHAMBERS OF THE COUNTY OF STETTLER NO. 6 ADMINISTRATION BUILDING, STETTLER, ALBERTA AND VIA TELECONFERENCE**

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**PRESENT:** Reeve Larry Clarke  
Councillor Ernie Gendre  
Councillor Dave Grover (joined at 12:49 p.m.)  
Councillor Paul McKay  
Councillor James Nibourg  
Councillor Justin Stevens  
Councillor Les Stulberg  
Chief Administrative Officer Yvette Cassidy  
Director of Communications Niki Thorsteinsson  
Director of Municipal Services Andrew Brysiuk  
Director of Finance Christa Cornelssen  
Director of Operations Rick Green  
Executive Assistant Marlene Hanson

**CALL TO ORDER**

The meeting was called to order at 12:00 Noon, Wednesday, November 9, 2022 by Reeve Clarke.

**AGENDA APPROVAL**

**22.02.09.22**

**Moved by Councillor Stulberg**

“that the agenda for the February 9, 2022 Regular County of Stettler No. 6 Council Meeting be approved with the following additions:

- In-Camera Session  
Section 27: Privileged Information  
RE: Insurance Claim
- Delegation  
RE: Buffalo Sands Entrance Signage Funding Request
- Polar Dip Fund Raising (Justin Stevens).” Carried Unanimously

**MINUTES APPROVAL**

**23.02.09.22**

**Moved by Councillor Nibourg**

“that the January 12, 2022 Regular County of Stettler No. 6 Council Meeting minutes be approved as presented.” Carried Unanimously

**PUBLIC HEARING**

None

**COUNCIL'S REQUEST FOR INFORMATION**

Lagoon Capacity:

Reeve Clarke identified that discussion/notification is needed, regarding shutting down the Red Willow Lagoon, to contract haulers along with the Summer Villages of White Sands and Rochon Sands and it was noted that if changes occur at the Erskine Lagoon it may change the situation.

- Councillor Nibourg noted that the Erskine Lagoon and Transfer sites can have line-ups waiting to use. The costs charged and the costs related to run these services were discussed.

Jacinta Donovan joined the meeting at 12:06 p.m.

- Councillor Stevens noted that this needs to be addresses with partners as soon as possible.
- CAO Cassidy noted that a meeting with the Summer Villages of White Sands and Rochon Sands Councils will be requested immediately.

**24.02.09.22**

**Moved by Councillor Stevens**

“that the County of Stettler No. 6 Council instruct Administration to set-up an urgent meeting with the Summer Villages of White Sands and Rochon Sands Councils to discuss lagoon capacity concerns.”

Carried Unanimously

Polar Dip Fund Raising

Councillor Stevens and a few others have organized and are participating in a Polar Dip Fund Raiser to purchase rescue equipment for the lake. This is being held on a voluntary basis, with the Board of Trade notifying that they would like to participate in the future and expand into a community event. The event adds services and a fun activity for the whole family at no cost to the community. Donations, with tax receipts, can be made to one of the 5 participants, the Wish Kitchen Shop or County of Stettler Administration building.

**NEW BUSINESS**

2022 Budget:

Councillor Nibourg thanked staff for all the hard work that they have done for the Budget and Councillor Gendre reiterated noting the extra work that Public Works put in.

**25.02.09.22**

**Moved by Councillor Stulberg**

“that the County of Stettler No. 6 approve the 2022 Budget, attached and forming part of these minutes.”

Carried Unanimously

Christa Cornelssen left the meeting at 12:17 p.m.

Town of Stettler and County of Stettler Inter-Municipal Development Plan Engagement Plan:

Councillor Nibourg suggested in addition to using Brenda’s Café, the Stettler Auction Mart and the Farmers Market be considered for additional locations as these are places that County residents attend.

**26.02.09.22**

**Moved by Councillor Nibourg**

“that the County of Stettler No. 6 approves the public engagement proposal submitted by Dillon Consulting Ltd. “

Carried Unanimously

Waterline Hookup:

**27.02.09.22**

**Moved by Councillor Nibourg**

“that the County of Stettler No. 6 Council authorize administration to construct a water service connection, to the property line, for NE 7-40-19 W4M with expenses up to \$15,000 to be funded from revenue for water service connections and the balance from reserves.”

Carried Unanimously

Kevin Maloney joined the meeting at 12:29 p.m. by Zoom.

Buffalo Sands Entrance Signage Funding Request:

Kevin Maloney reported that in February of 2020 a walkthrough of the community was completed. At that time the Buffalo Sands Community Association presented an idea of a new community sign. A Development Permit Application was submitted and approved. Through volunteers the Community Association developed and constructed the sign and are now requesting financial assistance from the County.

**28.02.09.22 Moved by Councillor Stevens**

“that the County of Stettler No. 6 approve covering 50% (\$2,992.19) toward the expenditure of \$5,984.38 representing the total cost of the signage at the entrance to the Buffalo Sands subdivision, to be drawn from the Rural Development Fund.”

In Favour: Councillors Stevens and Gendre

Opposed: Councillors Nibourg, Stulberg, McKay and Reeve Clarke

Motion Defeated

Councillor Grover joined the meeting at 12:49 p.m.

**29.02.09.22 Moved by Councillor McKay**

“that the County of Stettler No. 6 Council instruct Administration to research and present a Signage Policy to the next working committee.”

Carried Unanimously

Rick Green left the meeting 12:51 p.m.

**DELEGATIONS**

Parkland Community Planning Services RE: LUB and MDP Terms of Reference:

Craig Teal, Director, Parkland Community Planning Services joined the meeting at 12:50 p.m. and Jacinta Donovan left the meeting at 1:13 p.m.

Craig Teal presented the terms of reference for the proposed LUB and MDP Review.

**NEW BUSINESS continued . . .**

Land Use Bylaw and Municipal Development Plan Review Terms of Reference:

**30.02.09.22 Moved by Councillor Nibourg**

“that the County of Stettler No. 6 approve the Terms of Reference as presented for developing a new Land Use Bylaw and Municipal Development Plan with Parkland Community Planning Services.”

Carried Unanimously

Craig Teal left the meeting at 1:14 p.m.

Waterline Hookup:

**31.02.09.22 Moved by Councillor Nibourg**

“that the County of Stettler No. 6 Council authorize that the water service connection application for NE 33-39-19 W4M be added to the water hook-up que.”

Carried Unanimously

Quinton Beaumont joined the meeting at 1:15 p.m.

Grazing Leases Advertisement:

32.02.09.22

**Moved by Councillor Stulberg**

“that the County of Stettler No. 6 advertise the following list of lands:

	<b>Roll Number</b>	<b>Legal Land Description</b>	<b>Acres (more or less)</b>
Parcel #1	50700	SE 4-35-16 W4M	148.09
Parcel #2	491500	West portion of E 1/2 31-34-20 W4M	196.91
	491300	East Portion of E 1/2 31-34-20 W4M	87.60
Parcel #3	491700	NE 32-34-20 W4M	149.00
Parcel #4	494800	SW 3-35-20 W4M	147.99
Parcel #5	518800	NW 22-36-20 W4M	136.40
	518700	NE 22-36-20 W4M	136.40
Parcel #6	497400	NE 10-35-20 W4M	160.00
Parcel #7	497600	SE 10-35-20 W4M	160.00
Parcel #8	508200	NE 34-35-20 W4M	160.00
Parcel #9	515100	Part of NE 14-36-20 W4M	24.56
	515200	Part of NE 14-36-20 W4M	15.07
Parcel #10	519400	Part of SE 23-36-20 W4M	81.95
	519403	Part of SE 23-36-20 W4M	65.67
	519402	Part of SE 23-36-20 W4M	1.90
Parcel #11	599400	Part of NE 3-35-21 W4M	14.90
	599500	Part of SE 3-35-21 W4M	7.20
Parcel #12	560200	Plan 2354KS Lot A (Erskine Landfill)	2.88
Parcel #13	218900	NE 8-42-17 W4M	157.00
Parcel #14	509200	NE 36-35-20 W4M	67.23
Parcel #15	24500	NE 35-41-21 W4M	131.76
Parcel #16	424701	Part of NW 19-38-19 W4M (swath and bale only)	40.00

for lease on a five (5) year period.”

Carried Unanimously

Quinton Beaumont left the meeting at 1:22 p.m.

Appoint Deputy Director of Emergency Management:

33.02.09.22

**Moved by Councillor Nibourg**

“that the County of Stettler No. 6 reappoint Clinton Sime as Director of Emergency Management and Aislinn Reule as Deputy Director of Emergency Management while newly appointing Kyle Benna as a Deputy Director of Emergency Management.” Carried Unanimously

**UNFINISHED BUSINESS**

Scollard Road Update (Response to Delegation):

Scollard Road is undergoing rehabilitation to restructure the road from Twp. Rd. 35-0 to Hwy 590 being a designated haul route. Upgrade plans for this 7.6 km section of the Scollard Road includes lifting and narrowing the road to our standard cross section width, blending in an 8” minus pit run to strengthen structurally below surface, applying 1.5” gravel into the surface cap and covering with ¾” or 1” surfacing gravel. Shoulders and slopes get trimmed at the end and we have included a calcium application in the 2022 budget for consideration, to help reduce dust. Scollard Road south of Twp. Rd. 35-0 to the County boundary is not currently planned for upgrades, and is not a designated haul route.

Due to a delegation that attended the January, 2022 Council Meeting it was identified that:

- rocks up to 5” were protruding from the road. An inspection confirmed these rocks being present in a +/-100 meter section located at the end of the rehabilitation section joining the unimproved portion of the road. A temporary solution of freezing

in snow mixed with surplus crushing was applied to cover the protruding rocks;

- Dust control costs were reimbursed to a resident; and
- Traffic counts were last completed in 2011 - will be scheduled, again, in the spring of 2022.

**34.02.09.22 Moved by Councillor Grover**

“that the County of Stettler No. 6 receive for information the Scollard Road Update (Response to Delegation) item.” Carried Unanimously

Gravel Pit Reclamation:

The County of Stettler has 13 parcels of reclaimed lands that must be approved by a Provincial Inspector before a reclamation certificate may be issued. Reclamation applications and approvals take years to receive, therefore, the County designed our own form with a checklist that we developed from the *Sand and Gravel Act* and submitted one application to Alberta Environment. In proposing an alternate method of ensuring land reclamation is completed to the desired standard, we can reference the “Red Tape Reduction” mandates of the government and offer a solution of certifying qualified municipal employees to perform inspections and submit records or allowing municipalities to utilize the private sector to obtain inspections and submit records.

CAO Cassidy recommends to request meetings/send letters to MLA Members to discuss.

**35.02.09.22 Moved by Councillor Nibourg**

“that the County of Stettler No. 6 Council write and forward a strongly worded letter regarding Gravel Pit Reclamation to Drumheller-Stettler MLA Nate Horner, Premier Jason Kenny and Minister of Environment and Parks Jason Nixon and carbon copy the Rural Municipalities of Alberta; and work on a resolution to put more pressure on Gravel Pit Reclamation concerns.” Carried Unanimously

**36.02.09.22 Moved by Councillor Stuberg**

“that the County of Stettler No. 6 Council direct Administration to set-up a meeting with MLA Nate Horner in person to discuss Gravel Pit Reclamation concerns; and reach out to the Minister of Environment and Parks Jason Nixon to notify of the plan to do a resolution regarding Gravel Pit Reclamation.” Carried Unanimously

**AGENDA ITEMS**

None

**BYLAWS**

Bylaw 1674-22 – Procedural Bylaw:

**37.02.09.22 Moved by Councillor Grover**

“that Bylaw 1674-22, being a County of Stettler No. 6 Procedural Bylaw, be given second reading as amended (amending 2.7.10 by striking out ‘one alternate’; 2.8.9.1 to change ‘one’ to ‘two’ Councillors; 2.9.2.1 change ‘on’ to ‘one’; and replace all gender and pronouns with gender neutral).” Carried Unanimously

**38.02.09.22 Moved by Councillor Stulberg**

“that Bylaw 1674-22, being a County of Stettler No. 6 Procedural Bylaw, be given third reading, as amended.” Carried Unanimously

Bylaw 1675-22 – General Traffic Bylaw:  
**39.02.09.22 Moved by Councillor Gendre**  
“that Bylaw 1675-22, being a County of Stettler No. 6 General Traffic Bylaw, be given first reading.” Carried Unanimously

**40.02.09.22 Moved by Councillor McKay**  
“that Bylaw 1675-22, being a County of Stettler No. 6 General Traffic Bylaw, be given second reading.” Carried Unanimously

**41.02.09.22 Moved by Councillor Stulberg**  
“that Bylaw 1675-22, being a County of Stettler No. 6 General Traffic Bylaw, be presented for third reading.” Carried (Unanimously)

**42.02.09.22 Moved by Councillor Stulberg**  
“that Bylaw 1675-22, being a County of Stettler No. 6 General Traffic Bylaw, be given third reading.” Carried Unanimously

The meeting recessed at 1:49 p.m.  
The meeting reconvened at 2:00 p.m.

### **REPORTS**

Chief Administrative Officer’s Report:  
**43.02.09.22 Moved by Councillor Stulberg**  
“that the February 9, 2022 Chief Administrative Officer’s Report be received for information.” Carried Unanimously

Financial Reports:  
**44.02.09.22 Moved by Councillor Gendre**  
“that the Payment Register for payments posted between January 1 and 31, 2022; and Bank Reconciliation for the month ended December 31, 2021 (all attached and forming part of these minutes) Reports to be approved as presented.” Carried Unanimously

Councillor Fee Sheet Reports:  
**45.02.09.22 Moved by Councillor Gendre**  
“that the Councillor Fee Sheet Reports for the month of January, 2022 be received for information.” Carried Unanimously

Councillor Committee Reports:  
1. Stettler Public Library Board (Stulberg)  
2. Stetter FCSS Board Meeting (Stulberg)  
3. RCMP Engagement on Propose Provincial Police (Stulberg)  
4. Stettler Regional Fire Advisory (McKay)  
**46.02.09.22 Moved by Councillor McKay**  
“that the County of Stettler No. 6 Committee Reports for the February 9, 2022 Council Meeting be received for information.” Carried Unanimously

### **CONSENT AGENDA ITEMS**

Letter from SSCA RE: Funding for Recreational Projects at Buffalo Lake:

- To be taken to the next Strategic Planning session. Noted that there needs to be something to be done regarding movement toward Erskine.

- Other Community Associations may be getting together what they feel are their priorities, therefore, cautions making a decision prior to more feedback.
- Noted that waste water should be discussed as well.
- South Shore Municipal Reserve Funds – these items should be listed from Scenic Sands Community Association (SSCA) and referred to when reviewing the Buffalo Lake South Shore (BLSS) Reserve Policy.

**47.02.09.22 Moved by Councillor Stulberg**

“that the following County of Stettler No. 6 Consent Agenda Items for the February 9, 2022 Council Meeting be received for information:

1. Letter from the Municipality of Crowsnest Pass  
RE: Letter of Support for City of Cold Lake and Streamlining Foreign Physician Assessments
2. Letter from the Municipality of Crowsnest Pass  
RE: Letter of Support for Fast Tracking Immigrant Nurses for Certification in Alberta
3. Letter from the Honourable Nate Horner Minister of Agriculture, Forestry and Rural Economic Development  
RE: Congratulations on the Recent Municipal Election
4. Letter from the Drumheller RCMP  
RE: Q3 Provincial Community Policing Report and Stats
5. Letter from the Stettler RCMP  
RE: Q3 Provincial Community Policing Report and Stats
6. Letter from the Bashaw RCMP  
RE: Q3 Provincial Community Policing Report and Stats
7. Report from RCMP Traffic Services  
RE: RCMP Traffic Report for January 2022
8. Letter from SSCA  
RE: Funding for Recreational Projects at Buffalo Lake.”

Carried Unanimously

**IN-CAMERA SESSION**

**48.02.09.22 Moved by Councillor Nibourg**

“that the County of Stettler No. 6 enter into an in-camera session at 2:18 p.m. to discuss items exempt from disclosure in the *Freedom of Information and Protection of Privacy Act* as:

Section 27: Privileged Information

RE: Insurance Claim.”

Carried Unanimously

**49.02.09.22 Moved by Councillor McKay**

“that the County of Stettler No. 6 Council exit out of in-camera at 2:32 p.m.”

Carried Unanimously

The meeting reconvened.

**50.02.09.22 Moved by Councillor Stevens**

“that the County of Stettler No. 6 Council instruct Administration to bring back a Legislative Policy regarding routine Road Maintenance for review and debate.”

Carried Unanimously

**NEXT MEETING**

The next regular Meeting of County of Stettler No. 6 Council will be held on Wednesday, March 9, 2022 at 10:00 a.m.

**ADJOURNMENT**

**51.02.09.22**

**Moved by Councillor Grover**

“that the County of Stettler No. 6 Regular Meeting of Council be  
adjourned at 2:33 p.m.”

Carried Unanimously

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Reeve

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Chief Administrative Officer