

# County of Stettler No. 6 Committee of the Whole

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*Held Thursday, August 22, 2024, at 10:00 am  
County of Stettler Council Chambers*

- 1. Call to Order**
- 2. Additions to the Agenda**
- 3. Delegation**
- 4. Council’s Request for Information**
  - 4.1. Economic Development – RMA Spring Follow-up (Councillor Nibourg)
  - 4.2. October Council Delegation (Councillor Gendre)
  - 4.3. Update on Boehlke’s Pond (Councillor Stulberg)
  - 4.4. Update on Draft Tax Incentive Bylaw (Councillor Stulberg)
- 5. In-Camera Session**
- 6. Business Arising from the Minutes**
  - 6.1. Roadside Mowing
  - 6.2. Hamlet Maintenance Contracts
  - 6.3. RMA Draft Resolution ..... 2
- 7. New Business**
  - 7.1. 6-Month Strategic Plan Review
  - 7.2. 2025 Strategic Planning
  - 7.3. Grader Rebuild
- 8. Policy Review**
  - 8.1. Policy CN 1.03 – Council Service Recognition ..... 4
  - 8.2. Policy PW 2.28 – Snowplowing Service Standards ..... 5
  - 8.3. Policy PW 2.29 – Grading or Snowplowing Services to Private Property ..... 9
  - 8.4. Policy AF 6.20 – Acceptance of Payments..... 11
  - 8.5. Policy AF 6.21 – Public Participation ..... 13
- 9. Next Meeting**

Thursday, September 26, 2024
- 10. Adjournment**

## Attraction and Retention Strategy for Rural Health Care Professionals

County of Stettler

*Three-fifths (3/5) Majority Required  
Endorsed by*

**WHEREAS** adequate medical services and the professionals required to deliver those services are critical to the safety and well-being of all Albertans;

**WHEREAS** Albertans living in rural and remote parts of the province face the largest impact from shortages of health care workers <sup>(1)</sup>;

**WHEREAS** a robust and diverse workforce of health care professionals is needed in Alberta to provide equitable access to appropriate health care services no matter where Albertans live;

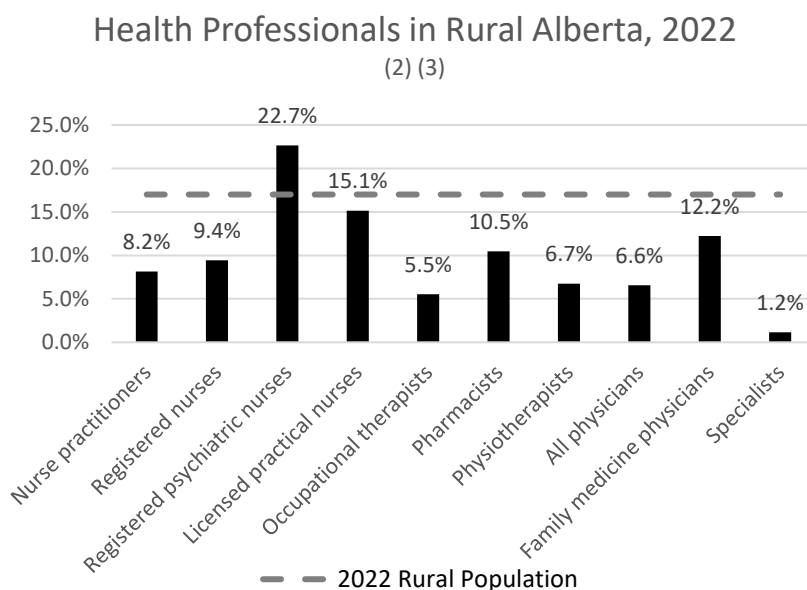
**WHEREAS** a cohesive provincial strategy focusing on increasing the number of health care professionals in rural Alberta is critical to ensuring stability and equity in Alberta's health care system; and

**WHEREAS** health providers across most professional groups are overrepresented in urban areas compared to the proportion of Canadians living in rural areas <sup>(2) (3)</sup>

**THEREFORE, BE IT RESOLVED** that the RMA advocate for the Government of Alberta and Alberta Health Services to urgently prioritize the development of a Rural Health Care Professionals Attraction and Retention Strategy that focuses on increasing the total number of health care professionals in rural Alberta.

### Member Background

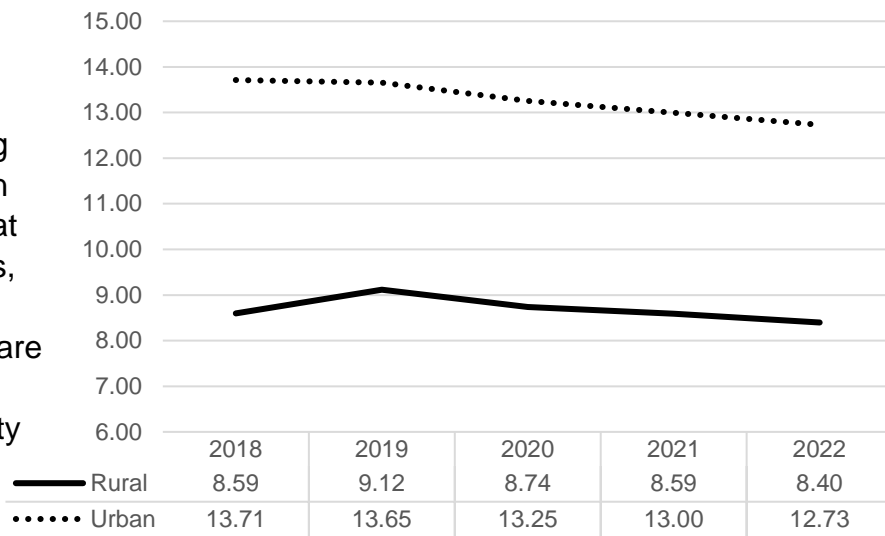
The lack of health care professionals affects all communities in Alberta but is more acute outside of the major urban centres. Per this graph, nearly all health care



professions are underrepresented in rural Alberta, leading to staff burn out, dissatisfaction, and premature retirement as well as relocation to better staffed communities.

In response to the shortage of health care professionals, community-driven attraction and retention initiatives are becoming increasingly common in rural Alberta. Leaders at the municipal, business, and community level recognize that health care services are crucial for community sustainability and where health services are not available, growth is

Family Physicians per 10,000 population (2) (3)



unlikely and out-migration of taxpayers, investors, workers, and service providers is inevitable. To avoid a continuously dwindling economy, municipalities are forced to act; and this represents another case of downloading of provincial responsibility onto municipalities left with little choice but to undertake property tax-funded initiatives to try and avoid consequential health care staff shortages and resulting reduction in medical services in their community.

Despite all recruitment efforts, there were still 270 medical service disruption notices issued by Alberta Health Services for 2023 across 43 communities (4). This is empirical evidence that even where health facilities are established, staff to operate them are lacking and the facilities cannot serve Albertans. Local efforts to attract and retain service providers may address immediate community concerns, if successful, but fall short in tackling the broader challenge of addressing the overall scarcity of frontline professionals in a complex and interconnected industry.

Current demographic trends in Alberta will place additional stress on our health care system in our lifetimes unless deliberate action is taken;

1. Alberta leads Canada with a 4.41% year-over-year population growth rate (Q2 2023 – Q2 2024) (5) and is expected to reach 7.1 million people by 2051 (6).
2. By 2051, Alberta’s population is expected to reach an average age of 41.6 years, up from 39.0 years today (6).
3. Life expectancy is anticipated to increase by 4.7 years for females and 6.2 years for males by 2051 (6).
4. The ‘baby boom cohort’ (people born between 1946 and 1965) will significantly impact the aging rate. By 2031, the number of Albertans aged 65 years and older

is expected to make up a larger share of the population than the number of children aged 0 to 14 <sup>(6)</sup>.


5. The over-65 age demographic represents approximately 15% of the population and is expected to increase to 20% by 2051 <sup>(6)</sup>.

## References

1. **Alberta Health.** Health Workforce Strategy. [Online] March 2023. [Cited: August 13, 2024.] <https://open.alberta.ca/publications/health-workforce-strategy>. ISBN 978-1-4601-5624-7.
2. **Canadian Institute for Health Information.** Health Workforce in Canada - 2022 Quick Stats. [Online] February 29, 2024. [Cited: August 13, 2024.] <https://www.cihi.ca/sites/default/files/document/health-workforce-quickstats-2022-data-tables-en.xlsx>. ISBN 978-1-77479-234-6.
3. **Statistics Canada.** Table 17-10-0148-01 Population estimates, July 1, by census metropolitan area and census agglomeration, 2021 boundaries. [Online] May 22, 2024. [Cited: August 13, 2024.] <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1710014801>.
4. **Alberta Health.** AHS Facilities: Temporary Service Disruptions - Archive. [Online] August 13, 2024. [Cited: August 13, 2024.] <https://www.albertahealthservices.ca/br/Page17634.aspx>.
5. **Statistics Canada.** Table 17-10-0009-01 Population estimates, quarterly. [Online] June 19, 2024. [Cited: August 13, 2024.] <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1710000901>.
6. **Treasury Board and Finance.** Population Projections: Alberta and Census Divisions, 2023 - 2051. [Online] July 5, 2023. [Cited: August 13, 2024.] <https://open.alberta.ca/publications/5336155>.

## RMA Background

RMA will provide after resolution is endorsed at district level.

	<b>County of Stettler – Legislative Policy Manual</b>	
	Categorization	Policy No.
	<b>Department</b>	<b>CN 1.03</b>
	Policy Name	
	<b>Council Service Recognition</b>	
Approved By:	Approval Date	Latest Revision
Council	March 9, 2016	--

## Purpose

To establish a process to recognize County of Stettler No. 6 Council members for their years of service to the municipality.

## Statement

The County of Stettler No. 6 believe that Councillors who have provided service to the County of Stettler should be recognized for their dedication.

## Definitions

No definitions are currently defined under this policy.

## Procedure


1. Councillors will be presented with the following at the end of their service:
  - a. One term - \$50 per year of Service
  - b. Two or more Terms - \$50 per year of service and a County of Stettler watch
2. Presentation of Service Recognition will be done at an event determined by council following each general election.

## Connected Documents

No documents are connected to this policy.

## Policy Authorization

Type of Authorization	Resolution No.	Effective Date
<i>Approval</i>	64.03.09.16	March 9, 2016

	<b>County of Stettler – Legislative Policy</b>	
	Categorization <b>Public Works</b>	Policy No. <b>PW 2.28</b>
	Policy Name <b>Snowplowing Service Standards</b>	
	Approved By: Council	Approval Date May 8, 2013

## Purpose

To allow the County of Stettler No. 6 to set ~~the~~ criteria for snow-plowing for hard surfaced roads, gravel roads and laneways within the County boundaries.

The goal of snowplowing is to remove snow and ice from the hard surfaced road areas as quickly as possible and to remove snow from the gravel surfaced road areas and laneways after compacted accumulations reach approximately 15 cm or more. Time frames will vary depending on the severity and duration of the storm.

## Statement

~~The goal of snowplowing is to remove snow and ice from the hard surfaced road areas as quickly as possible and to remove snow from the gravel surfaced road areas and laneways after compacted accumulations reach approximately 15 cm or more. Time frames will vary depending on the severity and duration of the storm.~~

## Definitions

There are no definitions currently ~~defined as~~ a part of this Policy.

## Procedure

### Order of Priority for Snow Plowing

1. Hard surfaced roads:
  - a. Hamlets and Subdivisions
  - b. Main access roadways to subdivisions
  - c. Snowplowing will be undertaken in a manner that minimizes backtracking or excessive travel. This may have an effect on the actual priority of plowing.
2. Gravel roads:
  - a. Snowplowing will be undertaken in a manner that minimizes motor grader backtracking or excessive travel.
  - b. Winging snow from shoulders and other plowing will have secondary priority.

- 3. Lanes:
  - a. Residential lanes will be done in conjunction with snow plowing, however, when the County is unable to keep-up with county roads, residential lanes will be cleared at a later date.

**General**

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- 4. Farm access roads shall not be plowed unless deemed necessary by the Director of Engineering & Public Works or designate.
- 5. Farm access roads will be opened only once upon request, at the grader operator’s convenience and only once Order of Priority 1, 2 and 3 have been completed (as noted above). Additional or requests after November 30 will incur a charge of \$100 per hour.
- 6. Snowplowing to bins, haystacks, or corrals is not allowed.
- 7. Requests for banks to be pushed back on oil and gas lease access only roads will be considered, only while the grader is able to complete the task. Once banks are too large for the grader to move them, requests will be denied. Requests will be completed at the grader operator’s convenience and only once Order of Priority 1, 2 and 3 have been completed (as noted above).
- 8. No snowplowing services of driveways on private property situated in Hamlets or for multi lot subdivisions.

**Conditions**

- 9. Grader operators may operate when temperatures are -30 or colder only if approved by the ~~Director of Engineering & Public Works~~Director of Operations.
- 10. The County of Stettler No. 6 shall have the right to refuse to snow plow, when in the opinion of the ~~Director of Engineering & Public Works~~Director of Operations, Chief Administrative Officer and/or grader operator it would be hazardous or difficult to do so.
- 11. Grader ~~operators~~Operators may work extra hours in extreme conditions, however, when it is deemed unsafe, their hours will be reduced.

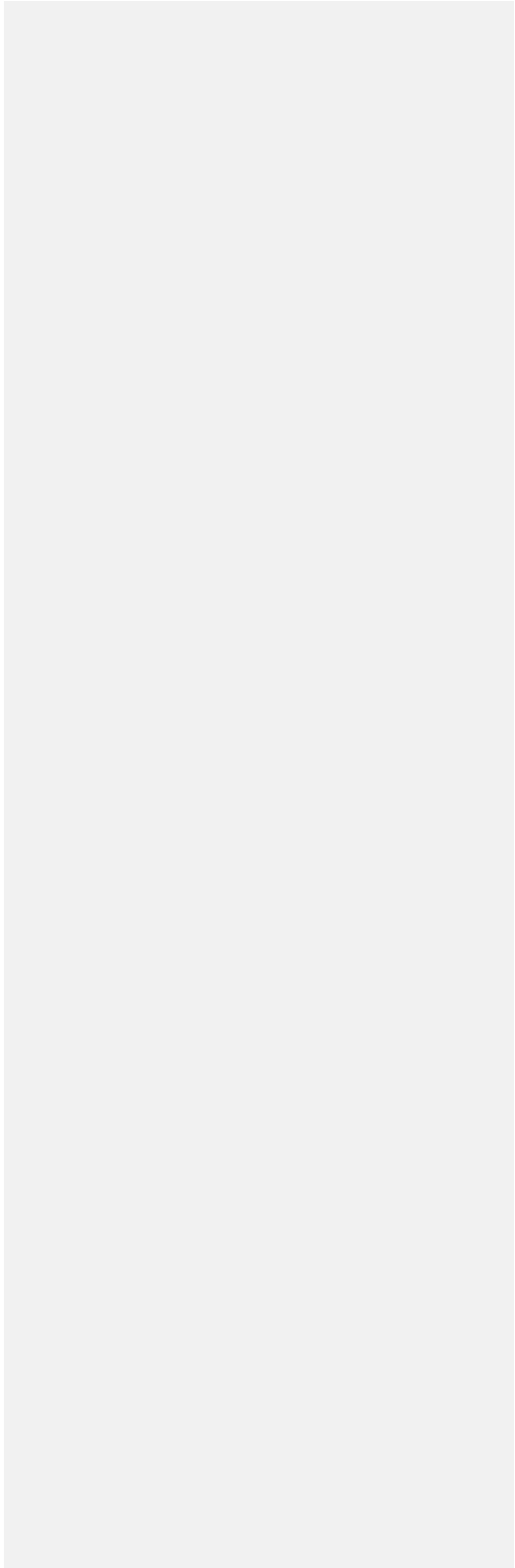
**Connected Documents**


There are no other documents currently associated with this Policy.

**Policy Authorization**

Type of Authorization	Resolution No.	Effective Date
<i>Approval</i>	143.05.08.13	May 8, 2013
<i>Amendment</i>	491.11.13.18	November 13, 2018

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	<b>County of Stettler – Legislative Policy</b>		
	Categorization <b>Public Works</b>	Policy No. <b>PW 2.29</b>	
	Policy Name <b>Grading or Snowplowing Services to Private Property</b>		
	Approved By: Council	Approval Date August 23, 2006	Latest Revision June 14, 2023

### Purpose

To allow the County of Stettler No. 6 to set the criteria for grading or snowplowing private laneways located in the County of Stettler. ~~County of Stettler No. 6, when requested and subject to availability, may provide grading or snowplowing for residential lanes or driveways.~~

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### Statement

~~County of Stettler No. 6, when requested and subject to availability, may provide grading or snowplowing for residential lanes or driveways.~~

### Definitions

There are no definitions currently a part of this Policy.

### Procedure

1. Prior to commencement of snowplowing:
  - a. A “Hold Harmless” Agreement must be signed by the last working day in October of each year;
  - b. A “Flag” must be obtained from the County of Stettler No. 6 Office and displayed where visible to the Grader Operator;
  - c. A non-refundable Administration, Application, and Inspection fee has been paid, annually, for each laneway to the County of Stettler No. 6; and
  - d. An inspection shall demonstrate that the laneway is suitable for plowing by the Director of Operations or designate.
2. Prior to the commencement of grading:
  - a. A “Hold Harmless” agreement must be signed.
3. Each occurrence of snow plowing and grading services on laneways will be charged in accordance with the Fee Bylaw.
4. The snowplowing application, administration, inspection and services fees may be waived, for emergencies, hardship, and other special considerations, upon the approval of the Chief Administrative Officer and/or designate.
5. Grading or snowplowing shall only be permitted to the primary residence.

- 6. The County of Stettler No. 6 will not provide grading services or snowplowing services of driveways on private property situated in Hamlets or for multi lot subdivisions.

### Connected Documents


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There are no other documents currently associated with this Policy.

### Policy Authorization

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Type of Authorization	Resolution No.	Effective Date
<i>Approval</i>	318.08.23.06	August 23, 2006
<i>Amendment</i>	492.11.13.18	November 13, 2018
<i>Amendment</i>	209.06.14.23	June 14, 2023

	<b>County of Stettler – Legislative Policy</b>	
	Categorization <b>Administration &amp; Finance</b>	Policy No. <b>AF 6.20</b>
	Policy Name <b>Acceptance of Payments</b>	
	Approved By: Council	Approval Date June 1, 2018

## Purpose

To provide direction on the forms of payment accepted by the County of Stettler and set limits by payment type. The County recognizes the need to expand services by making payment availability easier and expedite cash received while at the same time be aware of the costs and controls required.

## Statement

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## Definitions

### EFT – Electronic Funds Transfer

Irrevocable Letter of Credit - An irrevocable letter of credit is a product banks offer to their corporate customers to provide business financing. It is used to secure payment between a buyer and seller.

~~EFT – Electronic Funds Transfer~~

NSF – Not Sufficient Funds

## Procedure

1. Credit Card Acceptance
  - a. VISA and MasterCard ~~Only~~only.
  - b. Credit cards shall not be processed for more than the amount of the transaction (i.e. no cash back). Credit cards will not be accepted as payment for Property Taxes.
2. Debit Card Acceptance - Point of Sale Terminal
  - a. Credit cards shall not be processed for more than the amount of the transaction (i.e. no cash back)
3. Online Banking- Debit Cards
  - a. There are no limitations with this payment form.

4. Cheques, Money Orders and Bank Drafts (Canadian only).
  - a. All cheques, money orders or bank drafts may only be accepted when made payable to County of Stettler.
  - b. NSF or returned payment fees will be assigned an administration fee as per Fee Bylaw.
5. Cash
  - a. Only Canadian currency will be accepted.
6. Direct Deposit/EFT
  - a. There are no limitations with the acceptance of direct deposit/EFT transfers. However, if the County were to incur service fees as a result of accepting these payment forms, the cost will be billed back to the account holder.
7. Irrevocable Letters of Credit
  - a. Irrevocable Letters of credit may be accepted for road and development security/bonds and for no other services.
8. New Services/ Revenue Sources
  - a. The Director of Finance or designate has the authority to determine whether credit or debit card payments will be accepted for any new services/revenue sources.
9. Bank Deposits
  - a. At a minimum, the County of Stettler will deposit cash and other payment forms every 10 business days
10. Preauthorized Payment Plan
  - a. This applies to both tax and utility accounts. No payment amount restrictions.
  - b. The county may charge an NSF fee on any returned transactions as per the Fee Bylaw.
  - c. Customers are required to enter into a Preauthorized Payment agreement before the withdrawal of funds will take place

## Connected Documents


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There are no documents currently associated with this Policy.

## Policy Authorization

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Type of Authorization	Resolution No.	Effective Date
<i>Approval</i>	203.06.01.18	June 1, 2018

	<b>County of Stettler – Legislative Policy</b>		
	Categorization		Policy No.
	<b>Administration &amp; Finance</b>		<b>AF 6.21</b>
	Policy Name		
<b>Public Participation</b>			
Approved By:	Approval Date	Latest Revision	
Council	July 18, 2018	--	

## Purpose

In accordance with Section 216.1 of the Municipal Government Act, this Public Participation Policy has been developed to recognize the value of public participation and create opportunities for meaningful participation in decisions that directly impact the public.

This Public Participation Policy is in addition to and does not modify or replace the statutory public hearing requirements in the Municipal Government Act.

Council recognizes that a wide variety of perspectives are shared through public engagement. It is important to understand that public engagement does not replace formal decision-making by County Council. The engagement process is a tool, along with research, Council policies, legislation, expert advice and input from partner organizations that aid in the decision-making process.

## Statement

The County of Stettler No. 6 recognizes the value of public participation and will create opportunities for meaningful participation in decisions that directly impact the public. Council recognizes that good governance includes engaging County Stakeholders in Public Participation by:

- 1. Promoting sustainable decisions by recognizing various County Stakeholder interests;
- 2. Provide County Stakeholders with the appropriate information and tools to engage in meaningful participation.

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## Definitions

**“CAO”** means the Chief Administrative Officer of the County or their designate.

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**“County Stakeholders”** means the ~~residents~~ residents of the County, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the County.

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**“County”** means the County of Stettler No. 6.

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**“Public Participation”** includes a variety of non-statutory opportunities where County Stakeholders receive information and/or provide input to the County.

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**“Public Participation Plan”** means a plan which identifies which Public Participation Tools to be used to obtain public input in a particular circumstance.

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**“Public Participation Tools”** means the tools that may be used, alone or in combination, to create Public Participation opportunities including, but not limited to:

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- in-person participation which may include at-the-counter interactions, door-knocking, interviews, meetings, round-tables, town halls, open houses and workshops;
- digital participation which may include online chat groups, webinars, message boards/discussion forums, and online polls or surveys;
- written participation which may include written submissions, email, and mail-in surveys, polls; and
- representative participation which may include being appointed to an advisory committee, ad hoc committee or citizen board.

## Procedure

### Responsibilities

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1. Council Responsibilities
  - a. Approve by resolution this policy and any amendments
  - b. Consider input obtained through Public Participation
  - c. Recognize the benefits of public engagement
  - d. Serve as an advocate for public engagement
  - e. Be guided by the policy when determining the level of public engagement required
  - f. Ensure resources are adequate to facilitate staff's role in conducting the appropriate process.
2. CAO Responsibilities
  - a. Ensure policy and procedure reviews occur and verify the implementation of policies and procedures
  - b. Recommend to Council necessary policy amendments
  - c. Recognize the benefits of public engagement
  - d. Serve as an advocate for public engagement
3. Communications Department Responsibilities
  - a. In accordance with this Policy or as directed by Council, develop Public Participation Plans, for Council approval;
  - b. Recognize the benefits of public engagement
  - c. Serve as an advocate for public engagement
  - d. Provide guidance to Council, ensuring sufficient public engagement has occurred

4. Employee Responsibilities

- a. Understand and adhere to this policy and procedure
- b. Recognize the benefits of public engagement
- c. Serve as advocates for public engagement

**5. Legislative and Policy Implications**

- a. All Public Participation will be undertaken in accordance with the Municipal Government Act, the Freedom of Information and Protection of Privacy Act and any other applicable legislation.
- b. This policy does not absolve responsibilities outlined in the Municipal Government Act, the Freedom of Information and Protection of Privacy Act and any other applicable legislation.
- c. All Public Participation will be undertaken in accordance with all existing County policies.
- d. This Policy shall be available for public inspection and may be posted to the County's website.
- e. This Policy will be reviewed at least once every four (4) years.

**6.5. Occasions for Public Participation include:**

- a. Budget consultation
- b. Large scale developments
- c. New programs and projects, as directed by Council or the Chief Administrative Officer

**7.6. Public Participation Standards**

- a. Public Participation will be conducted in a sustainable and inclusive manner having regard to different levels of accessibility.
- b. Public Participation activities will be conducted in a professional and respectful manner.
- c. Public Participation plans will consider early, ongoing and diverse opportunities to provide input.
- d. County Stakeholders who participate in any manner of Public Participation are required to be respectful and constructive in their participation. County Stakeholders who are disrespectful, inappropriate or offensive, as determined by Administration, may be excluded from Public Participation opportunities.
- e. The results of Public Participation will be made available to Council and Municipal Stakeholders in a timely manner in accordance with County policies.

**8.7. Public Participation Plans: When so directed by this Policy, Council, or the CAO, Communications shall develop a Public Participation Plan for of the Chief Administrative Officer, which shall consider the following:**

- a. the nature of the matter for which Public Participation is being sought;

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- b. the impact of the matter on County Stakeholders;
- c. the demographics of potential County Stakeholders in respect of which Public Participation Tools to utilize, level of engagement and time for input;
- d. the timing of the decision and time required to gather input;
- e. what information is required, if any, to participate; and
- f. available resources and reasonable costs.

- ~~9.8.~~ Public Participation Plans will, at minimum, include the following:
- a. a communication plan to inform the public about opportunities to provide input;
  - b. identification of which Public Participation Tools will be utilized;
  - c. timelines for participation;
  - d. information about how input will be used;
  - e. the location of information required, if any, to inform the specific Public Participation.

- ~~10.9.~~ Reporting and Evaluation: Information obtained in Public Participation will be reviewed by the CAO and a report shall be provided to Council. The report shall include, at minimum, the following:
- a. an overview of the Public Participation Plan and how it was developed;
  - b. an assessment of the effectiveness of the plan based on the level of engagement and the quality of input;
  - c. a summary of the input obtained; and
  - d. may include recommendations for future Public Participation Plans.

~~11.10.~~ Reports shall be provided to Council for review.

## Connected Documents

There are no documents currently associated with this Policy.

## Policy Authorization

Type of Authorization	Resolution No.	Effective Date
<i>Approval</i>	245.07.18.18	July 18, 2018
<i>Amendment</i>	297.09.11.19	September 11, 2019