

MINUTES OF THE COUNTY OF STETTLER NO. 6 REGULAR COUNCIL MEETING HELD ON WEDNESDAY, JANUARY 14, 2026 AT 10:00 AM. THE MEETING WAS HELD IN THE COUNTY OF STETTLER NO.6 ADMINISTRATION BUILDING COUNCIL CHAMBERS IN STETTLER, ALBERTA AND ALSO VIA TELECONFERENCE

Present: Reeve Larry Clarke
Deputy Reeve Allan Gano
Councillor Wade Hunter
Councillor Justin Stevens
Councillor Janet Adam
Councillor Clint Walker
Councillor James Nibourg

Yvette Cassidy, Chief Administrative Officer
Andrew Brysiuk, Director of Municipal Services
Niki Thorsteinsson, Director of Communications
Greggory Jackson, Director of Operations
Christa Cornelssen, Director of Corporate Services
Michelle Hoover, Legislative Assistant
Lorraine Hankins, Manager of Recreation & Insurance
Sharon Larsen, Tax & Assessment Clerk

Dustin Houston, Seed Cleaning Plant, Delegation
Lee Dechaine, Seed Cleaning Plant, Delegation
Lorne Metz, Seed Cleaning Plant, Delegation

CALL TO ORDER

The County of Stettler No. 6 Council meeting was called to order at 10:02 am on Wednesday, January 14, 2026, by Reeve Clarke.

AGENDA APPROVAL

01.01.14.26 Moved by Councillor Nibourg

“that Council approve the County of Stettler No. 6 Council agenda for the Wednesday, January 14, 2026, meeting with the following amendments:

- 8.1. Fire Update
- 11.3.A. Councillor Fee Sheet Discussion.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

MINUTE APPROVAL

02.01.14.26 Moved by Councillor Gano

“that the following draft minutes for the County of Stettler No. 6 Council Meeting be approved as presented:

- Regular Council Minutes – December 10, 2025; and
- Special Council Minutes – December 17, 2025.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously



PUBLIC HEARING

None

COUNCIL’S REQUEST FOR INFORMATION

None

NEW BUSINESS

Request for Decision

RE: Requisition Credit Application (PERC & DIRC)

03.01.14.26 Moved by Councillor Stevens

“that Council directs Administration to submit a PERC application for the Provincial Education Requisition Credit (PERC) and Designated Industrial Requisition Credit (DIRC) in the amount of \$83,167.63.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Sharon Larsen left the meeting at 10:16 am.

Request for Decision

RE: Community Investment Program

04.01.14.26 Moved by Councillor Nibourg

“that the County of Stettler fund the following applications under the Community Investment Program:

Storm Mountain Outfitters, Coyote Classic	\$2,000.00
Stettler & District Music Festival	\$500.00
Buffalo Lake Big Jack Classic Association	\$1,000.00

and

that Council direct Administration to use the speed traffic trailer to advertise the Buffalo Lake Big Jack Classic 2026.”

In-Favour: Nibourg, Walker, Adam,
Stevens, Gano and Clarke

Opposed: Hunter

Carried

05.01.14.26 Moved by Councillor Nibourg

“that the County of Stettler makes a one-time donation to the Stettler Swim Club of \$1,000.00 from the Rural Development Fund.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Lorraine Hankins left the meeting at 10:55 am.

Request for Decision

RE: Appoint Councillor to the Clearview Return

Service Bursary Committee

06.01.14.26 Moved by Councillor Nibourg

“that the County of Stettler appoint Councillor Janet Adam to the Clearview Return Service Bursary Committee.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

Request for Decision

RE: Policy PW 2.02 – Gravel Road Dust Reduction

07.01.14.26 Moved by Councillor Stevens

“that Council approves Policy PW 2.02 – Gravel Road Dust Reduction as presented.”

In-Favour: Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: Nibourg
Carried

08.01.14.26 Moved by Councillor Nibourg

“that Council directs Administration to add Policy PW 2.02 – Gravel Road Dust Reduction to a future Committee of the Whole meeting.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Request for Decision

RE: Viability Review Appointments

09.01.14.26 Moved by Councillor Adam

“that the County of Stettler appoint Councillor James Nibourg as the primary representative to the Viability Review Support Group for the Village of Donalda, as well as, appoint Councillor Justin Stevens as the alternate.”

In-Favour: Nibourg, Walker, Adam,
Hunter, Gano and Clarke
Opposed: Stevens
Carried

Request for Decision

RE: Rescheduling the First March Council Meeting

10.01.14.26 Moved by Councillor Nibourg

“that the County of Stettler reschedules the first March Regular Council meeting from Wednesday, March 11, 2026 to Tuesday, March 10, 2026.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

OLD BUSINESS

Fire Update

- December 31, 2025 marked, substantially, the end of the fire agreement with the Town of Stettler. The final step, splitting the existing inventory, is in progress. Tentatively looking at completion by the end of February.
- Can confirm that all radio dispatch is split.
- Most of the Heartland Fire equipment is in service. There are still minor additions to come.
- There has been plenty of positive feedback from the volunteer firefighters.
- Administration is proud of the time and work that Ivan Dijkstra and Troy Auton have put into the transition.
- Working on a Request for Decision for outfitting the new brush truck, looking to bring it to a February Council Meeting.
- Troy’s squad vehicle will be back in-service this week.
- Short recap of Christmas-New Year call volume; not too many calls.

AGENDA ITEMS

None

RECESS

The meeting was recessed at 11:58 am for a lunch break.

Reeve Clarke reconvened the meeting at 1:01 pm.

BYLAWS

Bylaw 1757-25: Water and Wastewater Bylaw

11.01.14.26 Moved by Councillor Stevens

“that Council gives first reading to Bylaw 1757-25: Water and Wastewater Bylaw.”

In-Favour: Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: Nibourg
Carried

Lorne Metz, Dustin Houston and Lee Duchaine joined the meeting at 1:19 pm.

12.01.14.26 Moved by Councillor Gano

“that Council gives second reading to Bylaw 1757-25: Water and Wastewater Bylaw.”

In-Favour: Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: Nibourg
Carried

13.01.14.26 Moved by Councillor Stevens

“that Council consider third reading of Bylaw 1757-25: Water and Wastewater Bylaw in the same meeting as first reading was considered.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

14.01.14.26 Moved by Councillor Hunter

“that Council gives third reading to Bylaw 1757-25: Water and Wastewater Bylaw.”

In-Favour: Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: Nibourg
Carried

15.01.14.26 Moved by Councillor Stevens

“that Council add a review of water and wastewater fees to a future Committee of the Whole meeting.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

DELEGATION

County of Stettler Seed Cleaning Plant (1:30 pm)



RE: Funding Request

Representatives from the Seed Cleaning Plant Board presented Council with a request for Emergency Funding Support. There needs to be a major overhaul to the electrical system at the plant. Repairs and replacements have started.

16.01.14.26 Moved by Councillor Nibourg

“that the County of Stettler No. 6 fund the County of Stettler Seed Cleaning Plant Ltd. funding request of \$9,685.00, as allotted in the 2025 Budget.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

RECESS

The meeting was recessed at 1:59 pm. Lorne Metz, Lee Duchaine and Dustin Houston left the meeting.

Reeve Clarke reconvened the meeting at 2:29 pm.

REPORTS

Chief Administrative Officer’s Report

17.01.14.26 Moved by Councillor Gano

“that the County of Stettler No. 6 Chief Administrative Officer’s Report, dated for the January 14, 2026 meeting, be received for information.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Financial Reports

18.01.14.26 Moved by Councillor Gano

“that the following Financial Reports, dated for the January 14, 2026 meeting, be received for information:

- Payment Register, for the period ending on December 31, 2025, totalling \$3,021,563.44;
- Bank Reconciliation, for the period ending on November 30, 2025, totalling \$16,788,934.55; and
- Year-to-Date Budget, for the period ending on November 30, 2025, \$1,572,351.47.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None
Carried Unanimously

Councillor Fee Sheets

19.01.14.26 Moved by Councillor Nibourg

“that Council approves the Councillor Fee Sheets, dated for the January 14, 2026 meeting, be approved with the following amendments

- Reeve Larry Clarke’s be excluded, as the wrong month was presented; and
- Councillor Janet Adam have 31 km of travel added.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke
Opposed: None

Carried Unanimously

Councillor Committee Reports

1. Stettler and District FCSS (Councillor Adam)
2. Stettler Regional Emergency Management Agency (Councillor Adam)
3. Village of Donalda (Councillor Adam)
4. Stettler District Ambulance Association (Councillor Stevens)
5. Parkland Regional Library Board (Councillor Walker)

20.01.14.26 Moved by Councillor Stevens

“that Council receives the Councillor Committee Reports, dated for the January 14, 2026 meeting, for information.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

CORRESPONDENCE

1. Rural Municipalities of Alberta
RE: RMA Scheduled Municipal Visit

21.01.14.26 Moved by Councillor Stevens

“that Council receives the Consent Agenda Items for the January 14, 2026 Regular Council Meeting for information.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

CONSENT AGENDA ITEMS

1. Big Valley School
RE: Thank-You
2. Town of Stettler
RE: Thank-You

22.01.14.26 Moved by Councillor Adam

“that Council receives the Consent Agenda Items for the January 14, 2026 Regular Council Meeting for information.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

IN-CAMERA SESSION

23.01.14.26 Moved by Councillor Hunter

“that the County of Stettler No. 6 enter into an in-camera session, as designated in the Alberta Access to Information Act at 3:11 pm, to discuss the following agenda items:

- Draft Policy
ATIA Section 28: Local public body confidences
- Economic Development Proposal
ATIA Section 19: Disclosure harmful to business interests of a third party.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None

Carried Unanimously

24.01.14.26 Moved by Councillor Adam

“that the County of Stettler No. 6 Council exit the in-camera session at 4:16 pm.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None
Carried Unanimously

25.01.14.26 Moved by Councillor Stevens

“that Council authorizes Administration to enter into a non-disclosure agreement with Ground State Market Solutions, with the amendments as proposed by Administration.”

In-Favour: Stevens, Hunter, Gano and Clarke

Opposed: Nibourg, Walker and Adam
Carried

26.01.14.26 Moved by Councillor Stevens

“that Council approve Policy AF 6.31 – Financial Reserve Policy, as presented following a 30 day public input period on the County of Stettler website.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None
Carried Unanimously

NEXT MEETING

The next Regular Council Meeting is scheduled for Wednesday, January 28, 2026 at 10:00 am.

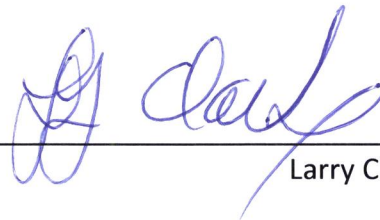
ADJOURNMENT

27.01.14.26 Moved by Councillor Gano

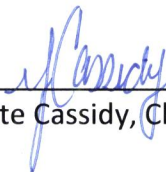
“that the Regular County of Stettler Council meeting on January 14, 2026, be adjourned at 4:18 pm.”

In-Favour: Nibourg, Walker, Adam, Stevens,
Hunter, Gano and Clarke

Opposed: None
Carried Unanimously



Larry Clarke, Reeve



Yvette Cassidy, Chief Administrative Officer