

## Council Minutes – August 11, 2025

Minutes of the Town of Milk River Regular and Closed Council meeting held on Monday, August 11, 2025, at 5:30 p.m. in the Council Chambers, in the Town Hall Complex, at 240 Main Street, Milk River, Alberta.

### Present – Elected Officials

Mayor Larry Liebelt, Deputy Mayor Anne Michaelis, Councillor Peggy Losey, Councillor Shayne Johnson, and Councillor Dave Degenstein

### Absent – Elected Officials

None.

### Present – Administration

Shawn Hathaway, Interim Chief Administrative Officer  
Nikki Stevens, County of Warner Municipal Clerk

### 1. Call to Order

Mayor Liebelt called the meeting to order at 5:30 p.m.

Councillor Peggy Losey entered the meeting at 5:31 p.m.

### 2. Additions / Deletions to the Agenda

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Addition 3. C) K. Colynn

Addition 11. G) Swimming Pool

Addition 11. H) Crushing

Moved by Councillor Degenstein, “that Council approve the agenda for the August 11, 2025, regular council meeting as amended.”

Motion Carried 2025-185

### 3. Delegations: 5:40 p.m.

#### A) Fortis

C. Webster, Stakeholder Relations Manager with FortisAlberta, presented an overview of the current franchise agreement between the Town of Milk River and FortisAlberta. The agreement grants certain exclusive rights to FortisAlberta while the Town of Milk River receives franchise fees. The initial term of the agreement will expire December 31, 2026. FortisAlberta is proactively communicating on the renewal requirements for the subsequent terms.

C. Webster left the meeting at 5:44 p.m.

Moved by Councillor Michaelis, “that Council accept the presentation as information.”

Motion Carried 2025-186

#### B) Progressive West Consulting

K. Welby and P. D’Agnone from Progressive West Consulting were in attendance and provide an overview of the grant writing assistance Progressive West Consulting will be providing. Priorities were discussed as

*LD CID*

including water, the Visitor Information Centre, block 39, and the pool. Progressive West Consulting will be providing monthly reports on the number of applications. Community groups will be able to contact Progressive West Consulting for assistance with writing grant applications on their own or by being referred through Town Administration.

K. Welby and P. D'Agnone left the meeting at 6:08 p.m.

Moved by Councillor Degenstein, "that Council accept the discussion as information."  
Motion Carried 2025-187

C) K. Colynn

K. Colynn presented the labyrinth he has etched out and seeded on the old theatre lot. The labyrinth is intended as a meditative walking path, and he requests that the upcoming seeding by the Town of Milk River is done around the labyrinth so the space may be used by the public for as long as its purpose remains a green space. Mayor Liebelt requested that the next time K. Colynn takes this type of initiative, a request for permission is made before the initiative is taken. Councillor Degenstein thanked K. Colynn for the initiative.

Moved by Councillor Losey, "that the old theatre lot is seeded around the labyrinth."  
Motion Carried 2025-188

Collins left the meeting at 6:13 p.m.

#### 4. Approval of Minutes

A) Minutes of the June 9, 2025, Regular Meeting

Moved by Councillor Johnson, "that Council approve the June 9, 2025, regular council meeting minutes as presented."  
Motion Carried 2025-189

B) Minutes of July 11, 2025, Special Council Meeting

Moved by Councillor Losey, "that Council approve the July 11, 2025, special council meeting minutes as presented."  
Motion Carried 2025-190

#### 5. Business Arising from Minutes

#### 6. Financial Report

Council reviewed the 2025 year to date operating budget, the cash report and cheque listing. Council was informed that a portion of the provincial funding for the sewage lagoon has been received, and moving forward funding will be received on an ongoing basis to improve cashflow.

Moved by Councillor Losey, "that the Financial Reports for the periods ending June 30, 2025, and July 31, 2025, be accepted as information."

Motion Carried 2025-191

7. Administration Reports

A) Public Works

A report was contained within the agenda package. Additional information was provided in a verbal report. Tasks completed included assisted in setting up Bonanza Day, sand filter has been cleaned and filled, water storage is at ~100% capacity, the small swimming pool has been cleaned up, and new pool noodles have been purchased. Upcoming tasks include inventory of all pool items, cleaning up Town lots, and asphalt patching in several spots around Town.

Moved by Councillor Johnson, "that Council accept the Public Works Report for the period ending August 11, 2025, as information."

Motion Carried 2025-192

B) Community Peace Officer

Reports were contained within the agenda package.

Moved by Councillor Degenstein, "that Council accept the Community Peace Officer Reports for the periods ending June 30, 2025, and July 31, 2025, as information."

Motion Carried 2025-193

C) Chief Administrative Officer

Interim CAO Hathaway provided a verbal report in addition to the report contained within the agenda package.

Moved by Councillor Johnson, "that Council accept the Chief Administrative Officer Reports for the period ending August 11, 2025, as information."

Motion Carried 2025-194

8. Break

*The Mayor recessed the meeting at 6:39 p.m.*

*The Mayor reconvened the meeting at 6:51 p.m.*

9. Old Business

10. Bylaws and Policies

A) Library Funding Bylaw



Moved by Deputy Mayor Michaelis, "that Administration bring back a draft Library Funding Bylaw to next Council meeting as discussed."

Motion Carried 2025-195

B) Unsightly Premises Bylaw

Moved by Councillor Losey, "that Council accept the discussion on the Unsightly Premises Bylaw as information."

Motion Carried 2025-196

11. New Business

A) Correspondence

Moved by Deputy Mayor Michaelis, "that correspondence for the period ending August 11, 2025, be accepted as information."

Motion Carried 2025-197

B) Heritage Tree Designation

Moved by Councillor Losey, "that the Heritage Tree designation request be accepted as information and to be brought back for consideration once the property belongs to the Town of Milk River."

Motion Carried 2025-198

C) 8<sup>th</sup> Avenue Contract

Moved by Councillor Johnson, "that the 8<sup>th</sup> Avenue contract be awarded to Tollestrup Construction Inc., if the timeline for the work to be completed is confirmed to be in 2025, failing this that the contract be awarded to McNally Contractors (2011) Ltd."

Motion Carried 2025-199

D) Milk River Airport Rental Agreement

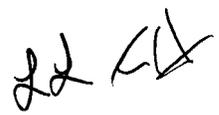
Moved by Councillor Degenstein, "that Administration may enter into an agreement for another hangar as discussed."

Motion Carried 2025-200

E) Community Garden Lot – Taxes

Moved by Councillor Degenstein, "that the taxes be reimbursed annually starting in 2025 as long as the lot is used as a community garden lot."

Motion Carried 2025-201



F) Caution Sign Request

Moved by Councillor Losey, "that a request letter is send to the local Transportation Office asking for assistance in dealing with traffic speed concern on Hwy 501 inside the Town of Milk River boundaries."  
Motion Carried 2025-202

G) Swimming Pool

Moved by Deputy Mayor Michaelis, "that Administration investigate extending the open hours of the swimming pool into September."  
Motion Carried 2025-203

Moved by Councillor Degenstein, "to retain a seasonal employee to take out the small pool, covert the area to grass, and once work is complete to take down the fence to the large pool."  
Motion Carried 2025-204

H) Crushing

Moved by Councillor Johnson, "that the overage bill for crushing be paid to Southern Excavating & Trucking Inc."  
Motion Carried 2025-205

12. Councillors Reports

Councillor Losey provided an update on the union negotiations with CUPE for Ridge Country Housing, and attended a Senior's meeting, the District Ag Society BBQ, and the Milk River Watershed Council Canada St. Mary's Headwater Tour.

Councillor Degenstein attended the District Ag Society BBQ, a Ridge Country Housing meeting, a Milk River Business Association meeting, the Bonanza Days, and interviews for a Chief Administrative Officer.

Councillor Johnson provided an update on the Handi-Bus and the Milk River and District Ag Society, and attended the District Ag Society BBQ, a Special Council meeting, and interviews for a Chief Administrative Officer.

Deputy Mayor Michaelis attended a Municipal Library meeting, a Special Council meeting, a Chinook Arch Library Board Meeting, a Milk River Health Professionals Attraction & Retention Committee meeting, and interviews for a Chief Administrative Officer.

Moved by Councillor Degenstein, "that the Councillor reports for the period ending August 11, 2025, be accepted as information."  
Motion Carried 2025-206

### 13. Mayors Report

Mayor Liebelt attended a Chief Mountain Regional Solid Waste Management Commission meeting, an Alberta Environment and Protected Areas inter-basin transfer meeting, an Alberta Environment and Protected Areas golf course water meeting, the Milk River Watershed Council Canada St. Mary's Headwater Tour, a Special Council meeting, the Bonanza Days, a Minister of Municipal Affairs meeting, and interviews for a Chief Administrative Officer, and provided an update regarding the status of the Visitor Information Centre.

Moved by Councillor Degenstein, "that the Mayors' report for the period ending June 9, 2025, be accepted as information."

Motion Carried 2025-207

### 14. Closed Session

A) Section 19: Disclosure harmful to business interests of a third party

Moved by Deputy Mayor Michaelis, "that Council move into closed session in accordance with Section 197(2) of the Municipal Government Act at 8:28 p.m., to discuss matters exempt from disclosure under Access to Information Act Section 19: Disclosure harmful to business interests of a third party, with Council, Interim CAO Hathaway, and Municipal Clerk Stevens in attendance.

Motion Carried 2025-208

Moved by Councillor Degenstein, "that the meeting reconvenes to the regular Council meeting at 8:41 p.m."

Motion Carried 2025-209

Moved by Councillor Losey, "that Council approve the agreement with R. Kuhl as discussed."

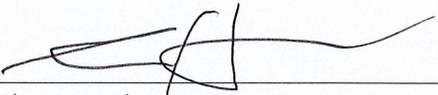
Motion Carried 2025-210

### 15. Adjournment

Moved by Councillor Losey, "that the regular council meeting of August 11, 2025, adjourn at 8:42 p.m."

Motion Carried 2025-211

  
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Larry Liebelt  
Mayor

  
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Shawn Hathaway  
Interim Chief Administrative Officer