

**MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE TOWN OF TOFIELD held Monday, March 10, 2025, Town of Tofield Administration Building Council Chambers**

**PRESENT**

1. Mayor Dueck(Via TEAMS); Councillors, Tiedemann, Martineau, Conquest and Chehade; Cindy Neufeld, Chief Administrative Officer and Assistant Chief Administrative Officer Edwards.

Also Present: Kari Janzen, Tofield Mercury, Jackie Sargent, Claystone Waste Ltd (Via TEAMS) Jaylynn Umphrey, Victim Services, Ken Sawyer, Acting Detachment Commander, Tofield RCMP, Melody Littell and Doris Pindroch (5:22 p.m.) Regional Victim Serving Society

**CALL TO ORDER**

2. Mayor Dueck called the meeting to order at 5:00 p.m.

"As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Metis. We pay our respect to the First Nations and Metis ancestors of this place and reaffirm our relationship with one another"

**ADOPTION OF AGENDA**  
01-03-25

3. **MOVED** by Tiedemann that the Agenda be approved as amended.

CARRIED UNANIMOUSLY

Add: 9. New Business:

d) Financial Audit letter, from Becher Munro & Company Chartered Professional Accountants.

e) Select Engineering Capital Works Tender

f) AB Munis Caucus Review.

**MINUTES**

02-02-25

4. (a) **MOVED** by Chehade that the Minutes of the Regular meeting of Council of the Town of Tofield held February 24, 2025, be approved as presented.

CARRIED UNANIMOUSLY

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**Minutes of the Town of Tofield Regular Council Meeting  
March 10, 2025**

**FINANCIAL**

5. (a) **MOVED** by Martineau that the Monthly Financial Statement for the period ending February 28, 2025, be approved.

03-03-25

CARRIED UNANIMOUSLY

- (b) **MOVED** by Chehade that the Interim Operating Budget Report be approved.

04-03-25

CARRIED UNANIMOUSLY

- (c) **MOVED** by Martineau that the Open Payables for the months of January 2025 and February 2025 in the total amount of \$611,804.88 be approved for payment.

05-03-25

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

6. The following Correspondence was presented:

- Letter from the Honorable Ric McIver, Minister of Municipal Affairs, regarding the *Provincial Priorities Act*;
- Letter from the Honorable Ric McIver, Minister of Municipal Affairs, regarding Budget 2025 and;
- AB Municipalities preliminary review of Budget 2025

**MOVED** by Conquest that the Correspondence be received and filed.

06-03-25

CARRIED UNANIMOUSLY

**UNFINISHED  
BUSINESS**

7. (a) Letter from Community Attraction and Retention Committee (CARC) requesting waiving of the Community Hall Rental Rate.

**MOVED** by Martineau that fees for the Community Hall be waived for CARC for their use on March 16, 2025.

07-03-25

CARRIED UNANIMOUSLY

**NEW BUSINESS**

8. (a) Letter from Tofield Curling Club, requesting sponsorship for the Annual Tofield Ladies Bonspiel.

Mayor Dueck declared conflict with the requesting group.

**MOVED** by Conquest that Council provide a donation of \$500.00 for the use of the entire Curling Club.

08-03-25

CARRIED

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**NEW BUSINESS**

8. (b) Request for Decision – Community Hall Committee

**MOVED** by Dueck that Councillor Martineau and Deputy Mayor Conquest be appointed to the Community Hall Committee.

09-03-25

CARRIED UNANIMOUSLY

- (c) Bylaw 1352 being a Bylaw of the Town of Tofield, in the Province of Alberta, to amend Bylaw 1330 for the Town of Tofield – Fire Protection and Emergency Management.

**MOVED** by Tiedemann that Bylaw 1330 be read a first time.

10-03-25

CARRIED UNANIMOUSLY

**MOVED** by Chehade that Bylaw 1330 be read a second time.

11-03-25

CARRIED UNANIMOUSLY

**MOVED** by Conquest that Bylaw 1330 be presented for third reading.

12-03-25

CARRIED UNANIMOUSLY

**MOVED** by Martineau that Bylaw 1330 be read a third time.

13-04-25

CARRIED UNANIMOUSLY

- (d) Financial Audit letter from Becher Munro & Company Chartered Professional Accountants regarding the Audit Plan for 2025.

**MOVED** by Conquest to acknowledge and approve the Audit Plan for 2025; that we have policies and procedures to identify and respond to fraud; and there is no knowledge of any actual, suspected or alleged fraud, including misappropriation of assets or manipulation of financial statements.

14-03-25

CARRIED UNANIMOUSLY

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**NEW BUSINESS**

8. (e) Letter from Select Engineering regarding Capital Works on 53<sup>rd</sup> Avenue Improvements from 48<sup>th</sup> Street to 49<sup>th</sup> Street.

**MOVED** by Chehade to award Nikiforuk Construction the tender for 53<sup>rd</sup> Avenue Improvement(s) from 48<sup>th</sup> Street to 49<sup>th</sup> Street.

15-03-25

CARRIED UNANIMOUSLY

- (f) Councillor Tiedemann provided information on the Alberta Municipalities Leaders Caucus Conference.

**DELEGATION**

9. (a) 5:22 p.m. Melody Littell and Doris Pindroch, with Eastern Alberta Regional Victim Serving Society, providing an overview of the new Provincial model, and an outline of the key steps for referral and services.

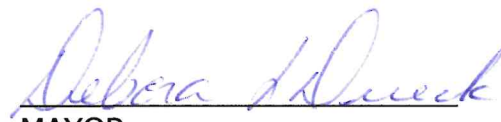
Umphrey, Littell and Pindroch left the Council Chambers at 6:21 p.m.

**ADJOURNMENT**

10. **MOVED** by Chehade that the meeting adjourn at 6:23 p.m.

16-03-25

CARRIED UNANIMOUSLY

  
MAYOR

  
CHIEF ADMINISTRATIVE OFFICER