

MINUTES
VILLAGE OF ROCKYFORD
REGULAR MEETING
September 10, 2025
7:00 PM

ATTENDANCE: Mayor Darcy Burke
Councillors Leah Smith
Tyler Henke
William Goodfellow
April Geeraert

Administration Lori Miller

1. CALL TO ORDER Mayor Burke called the meeting to order at 7:03 p.m.

2. AGENDA

RES 233-2025 Moved by Councillor Henke to approve the agenda as amended.
Additions to new business:
O. Operating Budget to June 30 Review
P. Water Meter Installations
Addition of Closed Session
12. A. Privileged Information, section 32, Access to Information Act
Carried

3. PUBLIC WORKS REPORT

RES 234-2025 Moved by Councillor Goodfellow to accept as presented.
Carried

4. DELEGATIONS

A. MLA Tara Sawyer
Did not show up – got nights mixed up.
B. Christi Shworak – Wheatland Housing Management Body

5. ADOPT MINUTES

A. Minutes from July 9, 2025 Regular Meeting
B. Minutes from August 6, 2025 Special Meeting
C. Minutes from August 18, 2025 Special Meeting

RES 235-2025 Moved by Deputy Mayor Smith to approve the minutes as presented.
Carried

6. FINANCIAL REPORTS

A. Bank Reconciliation May – Chequing Account
B. Bank Reconciliation June – Chequing Account

RES 236-2025 Moved by Councillor Geeraert to approve as presented.
Carried

C. Bank Reconciliation July – T Bill Account
D. Bank Reconciliation August – T Bill Account

RES 237-2025 Moved by Councillor Henke to approve as presented.
Carried

7. UNFINISHED BUSINESS

A. Solar Update
Administrator Miller will continue to gather information.

8. NEW BUSINESS

A. Wheatland Housing Management Body – Memorandum of Understanding

RES 238-2025 Moved by Deputy Mayor Smith to sign the Memorandum of Understanding
Carried

Mayor 
Administrator 

B. Alberta Municipalities – propose resolution for library funding – request for support
RES 239-2025 Moved by Councillor Geeraert to write a letter of support to MLA Sawyer.
Carried

C. Storage Lot
RES 240-2025 Moved by Deputy Mayor Smith to give direction to Administrator Miller to reinforce that this is operations, not governance.
Carried

D. Community Futures Wild Rose Financial Statements
RES 241-2025 Moved by Deputy Mayor Smith to accept the financial statements as information.
Carried

E. Community Futures Investment Readiness Toolkit & Partnership Opportunity
RES 242-2025 Moved by Councillor Henke to accept as information.
Carried

F. Wheatland County Hosting the Provincial Agricultural Service Board Tour in July 2026
RES 243-2025 Moved by Mayor Burke that Administrator discuss with the Villages of Hussar and Standard to ensure that all three villages are working together.
Carried
RES 244-2025 Moved by Deputy Mayor Smith for Administrator Miller reach out to the Chair of the ASB Tour Board to find out what type of “in-kind” contribution they would be looking for.
Carried

G. Request from Neighbours of Roll 2010
RES 245-2025 Moved by Mayor Burke that Administrator Miller send a letter via Registered mail to the owner of Roll 2010 requesting his presence at the next council meeting.
Carried
RES 246-2025 Moved by Mayor Burke that Administrator Miller explores the issuance of fines/penalties and reach out to safety codes to assess the property.
Carried

H. Atco Franchise Fee Estimate 2026
RES 247-2025 Moved by Councillor Geeraert that the ATCO franchise fee remain at 30% for 2026.
Carried

I. Elected Officials Education Program – Munis 101
RES 248-2025 Moved by Deputy Mayor Smith to accept as information.
Carried

J. Wheatland Housing Management Body Request for Support
RES 249-2025 Moved by Councillor Henke that Administration compose a letter of support.
Carried

K. Booklets for Walking Trail Signs
RES 250-2025 Moved by Deputy Mayor Smith to direct Administration to print booklets in-house using glossy paper.
Carried
RES 251-2025 Moved by Deputy Mayor Smith that we have two signs made up with a large copy of the map and a box to hold pamphlets.
Carried

Deputy Mayor Smith left the meeting at 8:45pm.
Deputy Mayor Smith returned to the meeting at 8:49pm.

Mayor 
Administrator 

L. Municipal Financial Contribution to Prairie Ridge Historical
RES 252-2025 Moved by Mayor Burke the Village contributes \$25,000 to Rockyford Friendship Center, Prairie Ridge Historical Park. This money is to come from the 2024 operating surplus and is to be used towards the construction of the building to house the antique equipment.

Carried

M. Appoint Substitute Returning Officer
RES 253-2025 Moved by Councillor Geeraert to appoint Bonnie Hamilton as the Substitute Returning Officer.

Carried

N. Days off request
RES 254-2025 Moved by Deputy Mayor Smith to approve the days off request by Administrator Miller.

Carried

O. Operating Budget to June 2025
RES 255-2025 Moved by Councillor Goodfellow to accept as information.

Carried

P. Water Meter Installations
Discussion item only.

9. A. Marigold Library Updates
RES 256-2025 Moved by Councillor Henke to accept as information.

Carried

B. Royal Canadian Mounted Police – new Commanding Officer for Alberta
RES 257-2025 Moved by Councillor Goodfellow to accept as information.

Carried

C. Community Futures Wild Rose – August Update
RES 258-2025 Moved by Councillor Geeraert to accept as information.

Carried

D. Wheatland and District Emergency Medical Services
RES 259-2025 Moved by Mayor Burke to accept as information.

Carried

E. ABMunis Fall Convention – Invitation to meet with Minister Dan Williams
RES 260-2025 Moved by Deputy Mayor Smith to accept as information.

Carried

F. Palliser – Protection of Privacy Act/Access to Information Act
RES 261-2025 Moved by Councillor Henke to accept as information.

Carried

Administrator Miller left the meeting at 9:12pm.
Administrator Miller returned to the meeting at 9:14pm.

G. Solar Panel Recycling and Reuse Engagement
RES 262-2025 Moved by Councillor Goodfellow to accept as information.

Carried

H. AbMunis Recommendations on Implementation of Bill 50 Changes – submitted to Municipal Affairs
RES 263-2025 Moved by Councillor Geeraert to accept as information.

Carried

I. Amendments to Community Organization Property Tax Exemption Regulations
RES 264-2025 Moved by Mayor Burke to accept as information.

Mayor 
Administrator 

Carried

J. Canada Community-Building Fund allocation
RES 265-2025 Moved by Deputy Mayor Smith to accept as information.

Carried

K. Strathmore Rural Policing Report Quarter 4 and Year End
RES 266-2025 Moved by Councillor Henke to accept as information.

Carried

10. OTHER BUSINESS

11. ACTION ITEM REVIEW LIST

A. Water loss update
RES 267-2025 Moved by Councillor Goodfellow to accept as information.
Carried

B. Update re PRP lots for sale
Verbal update given by CAO Miller.
Councillor Geeraert left the meeting at 9:22pm
Councillor Geeraert returned to the meeting at 9:24pm

12. CLOSED SESSION

RES 268-2025 Moved by Mayor Burke to enter into closed session at 9:25pm.
Privileged information (section 32) Access to Information Act
Carried

13. OUT OF CLOSED SESSION

RES 269-2025 Moved by Councillor Geeraert to come out of closed session at 9:44 pm.
Carried
RES 270-2025 Moved by Mayor Burke to direct Administrator Miller to move forward
with taking possession of roll 670 effective immediately.
Carried

14. REPORTS

RES 271-2025 Moved by Councillor Geeraert to accept reports as presented.
Carried

15. ADJOURNMENT

RES 272-2025 Mayor Burke declared the meeting adjourned at 9:51 p.m.



Mayor



Administrator