Meeting Minutes
Policy and Priorities Committee

March 25, 2020, 9:00 AM
Council Chambers
4912 - 50 Avenue
Kitscoty Alberta, Canada

Attendance
Reeve Dale Swyripa
Deputy Reeve Stacey Hryciuk
Councillor Marty Baker
Councillor Jason Stelmaschuk
Councillor Leslie Cusack
Councillor Clinton Murray

Staff Present
CAO Harold Northcott
Executive Assistant Susan Hodges Marlowe
Director of Corporate Services Viren Tailor

REGRETS – Councillor Lonnie Wolgien

1. CALL TO ORDER

Reeve D. Swyripa called the March 25, 2020 Policy and Priorities Committee Meeting to order at 9:00 AM with all members in attendance excluding Councillor L. Wolgien. The meeting took place via video conference due to Covid-19 Pandemic restrictions for social distancing. Attending in Council Chambers at the start of the meeting were CAO Harold Northcott and Executive Assistant Susan Hodges Marlowe.

2. ADDITIONS TO AGENDA
3. **ADOPTION OF AGENDA**

   Motion Number: 2020-03-01 PP  
   **Moved by** Councillor L. Cusack

   THAT the County of Vermilion River approve the March 25, 2020 Policy and Priorities Committee Meeting Agenda as presented.

   CARRIED

4. **APPOINTMENTS**

   Mike Krim of Tanmar Consulting entered the meeting via video conference call at 10:23 AM and left the meeting at 10:44 AM.

   4.a  10 AM Mike Krim of Tanmar Consulting re: 2020 Assessment Information

5. **RECESS**

   The March 25, 2020 Planning and Priorities Committee Meeting recessed for a short break at 10:45 AM and reconvened at 11:00 AM with all members in attendance.

6. **COUNCIL NEW BUSINESS**

   6.a **FINANCE**

   1. Request for Information

   2. **2020 County of Vermilion River Assessment Summary – For Information**

      Motion Number: 2020-03-07 PP  
      **Moved by** Councillor L. Cusack

      THAT the County of Vermilion River Policy and Priorities Committee accept the 2020 County of Vermilion River Assessment Summary as information.

      CARRIED
3. RECORDS AND INFORMATION MANAGEMENT BYLAW – MOTION REQUIRED

Motion Number: 2020-03-02 PP
Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River proceed forward with First Reading of a Bylaw for Records and Information Management.

CARRIED

4. OPERATIONAL BUDGET 2020 – MOTION REQUIRED

Director of Public Works Marshall Morton and Director of Planning and Development Roger Garnett entered the meeting at 9:25 AM.

Motion Number: 2020-03-03 PP
Moved by Councillor M. Baker

THAT the County of Vermilion River Policy and Priorities Committee recommend that the 2020 Operational Budget be tabled to the next Policy and Priorities Committee meeting in April.

CARRIED

6.b PUBLIC WORKS AND UTILITIES

1. Request for Information

2. Gravel Hauling Services 2020-2022 Tender Results – FOR INFORMATION

Motion Number: 2020-03-04 PP
Moved by Councillor M. Baker

THAT the County of Vermilion River Policy and Priorities Committee recommend the County of Vermilion River award a three (3) year contract to Sherwood Brothers Oilfield Services Ltd. for the Gravel Hauling Services 2020-2022.

CARRIED
3. Public Works 2019 Year in Review – For Information

Motion Number: 2020-03-05 PP  
Moved by Councillor M. Baker

THAT the County of Vermilion River Policy and Priorities Committee receive the Public Works 2019 Year in Review for information.

CARRIED

4. PUBLIC WORKS SURFACED ROADS WINTER MAINTENANCE OPERATIONS PLAN – MOTION REQUIRED

Motion Number: 2020-03-06 PP  
Moved by Councillor C. Murray

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve the Public Works Surfaced Roads Winter Maintenance Operations Plan.

CARRIED

6.c NATURAL GAS UTILITY
   1. Request for Information

6.d AGRICULTURE & ENVIRONMENTAL SERVICES (ASB)
   1. Request for Information

6.e PROTECTIVE SERVICES
   1. Request for Information

6.f PLANNING AND DEVELOPMENT
   1. Request for Information
2. **REDESIGNATION OF A PORTION OF SE-3-50-2W4M FROM AGRICULTURE (A) TO COUNTRY RESIDENTIAL-SINGLE LOT (CR-S) – MOTION REQUIRED**

   Motion Number: 2020-03-08 PP
   **Moved by** Deputy Reeve S. Hryciuk

   THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River proceed forward with an amendment to the Municipal Development Plan and Land Use Bylaw for first reading to Redesignate a portion of SE-3-50-2W4M from Agriculture (A) to Country Residential-Single Lot (CR-S) for the purposes of subdivision of up to 6.85 acres.

   **CARRIED**

6.g **GENERAL ADMINISTRATION**

1. **Request for Information**

7. **RECESS**

   The March 25, 2020 Policy and Priorities Committee Meeting recessed for lunch at 12:15 PM and reconvened at 12:45 PM with all members in attendance.

   Director of Protective Services Orest Popil entered the meeting at 12:45 PM via teleconference.

8. **POLICIES**

8.a **POLICY PS 008 - PANDEMIC POLICY – MOTION REQUIRED**

   Motion Number: 2020-03-09 PP
   **Moved by** Councillor C. Murray

   THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve Policy PS 008 - Pandemic Policy as presented

   **CARRIED**
O. Popil and V. Tailor left the meeting at 12:54 PM.

9. CLOSED SESSION - CONFIDENTIAL

Present in the Closed Session were Director of Planning and Development Roger Garnett, Director of Public Works Marshall Morton via video conferencing and Executive Assistant Susan Hodges Marlowe remained in the meeting.

M. Morton left the meeting at 2:04 PM.

Motion Number: 2020-03-10 PP
Moved by Councillor L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee move to a closed session at 12:55 PM with all members in attendance.

CARRIED

9.a 11:00 AM FOIP Section 25 (1) LAND - Future Development

Motion Number: 2020-03-11 PP
Moved by Councillor M. Baker

THAT the County of Vermilion River return to Open Session at 2:35 PM with all members in attendance.

CARRIED

10. ADJOURNMENT

Reeve D. Swyripa adjourned the March 25, 2020 Policy and Priorities Committee Meeting at 2:36 PM with all members in attendance.

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Dale Swyripa, Reeve

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Harold Northcott, Chief Administrative Officer