



Meeting Minutes

Policy and Priorities Committee

October 15, 2024, 9:00 AM

Town of Kitscoty Council Chambers/ Via ZOOM Webinar

5011 50 Street

Kitscoty, Alberta, Canada

Attendance

Reeve Marty Baker
Deputy Reeve Leslie Cusack
Councillor Dale Swyripa entered at 9:58 AM
Councillor Stacey Hryciuk
Councillor George Kuneff
Councillor Jason Stelmaschuk entered at 9:12 AM
Councillor Clinton Murray

Staff Present

CAO Alan Parkin
Executive Assistant Susan Hodges Marlowe
Human Resources Administrator Andrea Wilkinson
ACAO Hannah Musterer
General Manager of Public Works Ben McPhee
Director of Planning and Community Services Roger Garnett
Director of Agriculture and Environment Cathie Erichsen Arychuk
Director of Corporate Services Viren Tailor
Finance Manager Natasha Wobeser
Finance Nancy Miciak
Engineering Technician Tristan Pidruchney
Planning and Community Services Administrative Assistant
Andrea Neufeld
Public Works Administrative Assistant Holli Harty

1. CALL TO ORDER

Reeve M. Baker called the October 15, 2024 Policy and Priorities Committee Meeting to order at 9:00 AM with all members in attendance except Councillor Jason Stelmaschuk and Councillor Dale Swyripa.

This meeting was open to the public in person or via ZOOM webinar with 0 members of the public registered to attend.

MPE representatives Ryan Sharpe and Ivan Kagoro entered the meeting via Zoom webinar at 9:00 AM.

2. ADDITIONS TO AGENDA

3. ADOPTION OF AGENDA

Motion Number: 2024-10-01 PP

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River approve the October 15, 2024 Policy and Priorities Committee Meeting Agenda as presented.

CARRIED

4. COUNCIL NEW BUSINESS

Director of Protective Services Kirk Hughes and Community Development/FCSS Candice McLean entered the meeting at 9:02 AM.

Protective Services Administrative Assistant Jolene Levesque entered the meeting at 9:04 AM.

4.a FINANCE

1. TAX COMPARISONS – FOR INFORMATION

Motion Number: 2024-10-02 PP

Moved by Councillor C. Murray

THAT the County of Vermilion River Policy and Priorities Committee accept the Tax Comparisons as information.

CARRIED

2. Request for Information

4.b PUBLIC WORKS AND UTILITIES

Councillor Jason Stelmaschuk entered into the meeting at 9:12 AM.

1. OCTOBER 2024 BLACKFOOT LAGOON UPDATE

Motion Number: 2024-10-03 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee accept the Blackfoot Lagoon update as information.

CARRIED

MPE representatives Ryan Sharpe and Ivan Kagoro left the meeting at 9:21 AM.

Public Works Finance Technician Jennifer Robertson entered the meeting at 9:23 AM.

2. TWP 522 TEXAS GATE DISPUTE

Motion Number: 2024-10-04 PP

Moved by Councillor C. Murray

THAT the County of Vermilion River Policy and Priorities Committee postpone the TWP 522 Texas Gate Dispute and bring back to the November Policy and Priorities Meeting.

CARRIED

3. Request for Information

T. Pidruchney left the meeting at 9:35 AM.

4.c NATURAL GAS UTILITY

1. Request for Information

4.d AGRICULTURE & ENVIRONMENTAL SERVICES (ASB)

**1. AGRICULTURE AND ENVIRONMENT DEPARTMENT 2024
THIRD QUARTER REPORT – FOR INFORMATION**

Motion Number: 2024-10-05 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee receive the Agriculture and Environment Department 2024 Third Quarter Report for information.

CARRIED

**2. SUMMARY OF WEED CONTROL IN COUNTY OF VERMILION
RIVER HAMLETS – FOR INFORMATION**

Motion Number: 2024-10-06 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee receive the summary of weed control in County of Vermilion River Hamlets for information.

CARRIED

Councillor D. Swyripa entered the meeting at 9:58 AM.

3. DANDELION CONTROL IN HAMLETS – FOR INFORMATION

Motion Number: 2024-10-07 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee receive the cost estimate for dandelion control in hamlets for information.

CARRIED

**4. LETTERS FROM ALBERTA AGRICULTURAL SERVICE
BOARDS TO PROVINCIAL GOVERNMENT MINISTRIES – FOR
INFORMATION**

Motion Number: 2024-10-08 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee receive the attached letters from Alberta Agricultural Service Boards to the Minister of Agriculture and Irrigation for information.

CARRIED

5. Request for Information

RECESS – THAT the County of Vermilion River recess at 10:02 AM and reconvened at 10:13 AM with all members in attendance except Councillor Clinton Murray.

Councillor C. Murray entered the meeting at 10:14 AM.

4.e PROTECTIVE SERVICES

1. DOG ISSUES - UPDATE

Motion Number: 2024-10-09 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee receive the Dog Issues update for Information

CARRIED

2. Request for Information

4.f PLANNING AND COMMUNITY SERVICES

**1. PLANNING AND COMMUNITY SERVICES THIRD QUARTER
DIRECTOR'S REPORT – FOR INFORMATION**

Motion Number: 2024-10-10 PP

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River Policy and Priorities Committee receive the Planning and Community Services Third Quarter Director's Report as information.

CARRIED

2. COMMUNITY FUNDING – MARWAYNE ARENA DEBENTURE REQUEST – MOTION REQUIRED

Motion Number: 2024-10-11 PP

Moved by Councillor C. Murray

THAT the County of Vermilion River Policy and Priorities Committee postpone the Marwayne Arena Debenture Request and further information be brought back to review budgetary impacts.

CARRIED

3. Request for Information

4.g GENERAL ADMINISTRATION

1. REPORT ON MUNICIPALITIES UTILIZING INDEPENDENT REVIEW COMMITTEE'S FOR COUNCIL REMUNERATION

Motion Number: 2024-10-12 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee accept the report on Municipalities utilizing independent committees to review Councillor Remuneration as information.

CARRIED

Director of Natural Gas Utility Louis Genest entered the meeting at 10:55 AM.

2. PROGRESS REPORT ON SUBDIVISION AND HAMLET SIGNAGE

Motion Number: 2024-10-13 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee receive the progress report on signage in hamlets and subdivisions in the County of Vermilion River as information.

CARRIED

3. ALBERTA HUB MEMBERSHIP MEETING MINUTES AND PROJECT SUMMARY/QUESTION(S) FOR MEMBERSHIP SURVEY

Motion Number: 2024-10-14 PP

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Policy and Priorities Committee accept the minutes and summary report of the October 1, 2024, Alberta HUB Membership Meeting for information.

CARRIED

Councillor C. Murray left the meeting at 11:15 AM and returned to the meeting at 11:17 AM.

Motion Number: 2024-10-15 PP

Moved by Councillor S. Hryciuk

THAT the County of Vermilion River Policy and Priorities Committee recommends to the County of Vermilion River to direct administration to submit the following question(s) for the proposed Alberta HUB Membership Survey:

1. What are some deliverables that you'd like to see from HUB?
2. What are some focus areas of HUB?

CARRIED

4. Request for Information

Council moved to 5.d RESCIND POLICY NG 012.

5. POLICIES

5.a AG 014 HAMLET BEAUTIFICATION POLICY UPDATE – MOTION REQUIRED

Motion Number: 2024-10-18 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve the updated AG 014 Hamlet Beautification Policy as presented.

CARRIED

Councillor S. Hryciuk left the meeting at 11:53 AM and returned at 11:54 AM.

5.b FI 004 RESERVE POLICY – PUBLIC WORKS OPERATIONS AND COUNCIL

Motion Number: 2024-10-19 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee postpone the Public Works Operation section of FI 004 Reserve Policy and bring forward with amendments.

CARRIED

Councillor J. Stelmaschuk left the meeting at 12:57 PM.

RECESS – THAT the Count of Vermilion River Policy and Priorities Committee recess for lunch at 12:26 PM and reconvened at 12:58 PM with all members in attendance except Councillor J. Stelmaschuk.

5.c LE 001 COUNCILLOR REMUNERATION POLICY

Motion Number: 2024-10-20 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve LE 001 Councillor Remuneration as amended to change the review time from Organizational Meeting to review on an annual basis.

CARRIED

Council moved to 5.f POLICY PD 021- COMMUNITY ENHANCEMENT FUNDING

5.d RESCIND POLICY NG 012 – AUTOMATED METER READING INSTALLATIONS

Motion Number: 2024-10-16 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee recommend to the County of Vermilion River rescind Policy NG 012 – Automated Meter Reading Installations

CARRIED

5.e POLICY NG 016 – NATURAL GAS BILLING POLICY

Motion Number: 2024-10-17 PP

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion approve Policy NG 016 – Natural Gas Billing Policy as presented.

CARRIED

Council moved to 5a AG 014 HAMLET BEAUTIFICATION

5.f POLICY PD 021 – COMMUNITY ENHANCEMENT FUNDING POLICY - MOTION REQUIRED

Motion Number: 2024-10-21 PP

Moved by Councillor D. Swyripa

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River accept the changes to Policy PD 021 – Community Enhancement Funding Policy and bring forward as amended

CARRIED

5.g RESCIND PW 010 – ROAD CONSTRUCTION STANDARDS AND PROCEDURES

Motion Number: 2024-10-22 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind PW 010 Road Construction Standards and Procedures.

CARRIED

5.h RESCIND PW012 PUBLIC WORKS PROJECTS POLICY

Motion Number: 2024-10-23 PP

Moved by Councillor D. Swyripa

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind PW012 Public Works Projects Policy.

CARRIED

5.i PW 015 SNOW PLOW FLAG POLICY

Motion Number: 2024-10-24 PP

Moved by Reeve M. Baker

THAT the County of Vermilion River Policy and Priorities Committee accept the information as presented and direct Administration to bring back Policy PW 015 Snow Plow as revised for review in June 2025.

CARRIED

5.j RESCIND POLICY PW 019 EMERGENT PROJECTS

Motion Number: 2024-10-25 PP

Moved by Councillor D. Swyripa

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind policy PW 019 Emergent Projects.

CARRIED

5.k RESCIND POLICY PW 020 DRAINAGE DITCHES

Motion Number: 2024-10-26 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River Rescind PW 020 Drainage Ditches.

CARRIED

6. NOTICE OF MOTIONS

RECESS – THAT the County of Vermilion River Policy and Priorities Committee recess at 1:55 PM and reconvened at 2:02 PM with all members in attendance except Councillor J. Stelmaschuk.

7. CLOSED SESSION - CONFIDENTIAL

Motion Number: 2024-10-27 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee move to a Closed Session at 2:02 PM with all members in attendance except Councillor J. Stelmaschuk..

CARRIED

CAO Alan Parkin and ACAO Hannah Musterer entered the Closed Session meeting at 2:02 PM.

7.a DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - CITY OF LLOYDMINSTER ILC - FOIP SECTION 24(1)(a)(ii)

ACAO H. Musterer left the Closed Session meeting at 3:54 PM.

7.b ADVICE FROM OFFICIALS - PERSONNEL - FOIP SECTION 24(1)(a)

8. RETURN TO OPEN SESSION

Motion Number: 2024-10-28 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee Meeting return to Open Session at 4:51 PM with all members in attendance except Councillor J. Stelmaschuk.

CARRIED

9. BUSINESS ARISING OUT OF CLOSED SESSION

9.a EMPLOYEE SATISFACTION SURVEY

Motion Number: 2024-10-29 PP

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Policy and Priorities Committee receive the Personnel Survey as information.

CARRIED

10. ADJOURNMENT

Reeve M. Baker adjourned the October 15, 2024 Policy and Priorities Committee Meeting at 4:55 PM with all members in attendance.

Marty Baker, Reeve

Alan Parkin, Chief Administrative Officer