



Meeting Minutes

Policy and Priorities Committee

February 18, 2025, 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
Councillor George Kuneff
Councillor Jason Stelmaschuk
Councillor Clinton Murray
REGRETS: Councillor Stacey Hryciuk

Staff Present

CAO Alan Parkin
Executive Assistant Susan Hodges Marlowe
ACAO Hannah Musterer
General Manager of Public Works Ben McPhee
Director of Corporate Services Viren Taylor
Director of Planning and Community Services Roger Garnett
Finance Manager Natasha Wobeser
Road Maintenance Forman Kevin Graham
Finance Nancy Fleming
Development Authority Officer Michelle Harvey
Engineering Technician Tristan Pidruchney
Community Development/FCSS Candice McLean
Protective Services Administrative Assistant Jolene Levesque

1. CALL TO ORDER

Reeve M. Baker called the February 18, 2025 Policy and Priorities Committee Meeting to order at 9:00 AM with all members in attendance except Councillor Stacey Hryciuk.

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

2. ADDITIONS TO AGENDA

3. ADOPTION OF AGENDA

Motion Number: 2025-02-01 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River approve the February 18, 2025 Policy and Priorities Committee Meeting Agenda as presented.

CARRIED

4. COUNCIL NEW BUSINESS

4.a FINANCE

1. POLICY FI 014 CREDIT CARD PAYMENT ACCEPTANCE

Motion Number: 2025-02-02 PP

Moved by Councillor D. Swyripa

THAT the County of Vermilion River Policy and Priorities Committee receive the Policy FI 014 Credit Card Payment Acceptance as information.

CARRIED

2. Request for Information

Planning and Community Services Administrative Assistant Andrea Neufeld and Public Works Finance Technician Jennifer Robertson entered the meeting at 9:04 AM.

4.b PUBLIC WORKS AND UTILITIES

Director of Natural Gas Utilities Louis Genest entered the meeting at 9:07 AM.

Director of Protective Services entered the meeting at 9:08 AM.

Human Resources Administrator Andrea Wilkinson, Public Works Administrative Assistant Holli Harty and Information Technologist Jaime Petty entered the meeting at 9:20 AM.

1. INDUSTRY COST SHARING

Motion Number: 2025-02-03 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee accept the Industry Cost Sharing information as presented.

CARRIED

2. Request for Information

B. McPhee and K. Graham left the meeting at 9:30 AM.

4.c NATURAL GAS UTILITY

1. Request for Information

4.d AGRICULTURE & ENVIRONMENTAL SERVICES (ASB)

1. NUISANCE ANIMALS UPDATE

Motion Number: 2025-02-04 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee receive the Nuisance Animals Update as information.

2. Request for Information

RECESS – THAT the County of Vermilion River Policy and Priorities Committee Meeting recess at 10:06 AM and reconvened at 10:18 AM with all members in attendance except Councillor Stacey Hryciuk and CAO Alan Parkin.

4.e PROTECTIVE SERVICES

CAO Alan Parkin returned to the meeting at 10:20 AM.

1. MCLAUGHLIN – PROPERTY REMEDIATION

Motion Number: 2025-02-05 PP

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Policy and Priorities Committee receive the McLaughlin Property Remediation as information.

CARRIED

2. VOLUNTEER FIREFIGHTER RECRUITMENT AND RETENTION

Motion Number: 2025-02-06 PP

Moved by Councillor D. Swyripa

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

CARRIED

3. Request for Information

J. Levesque left the meeting at 10:32 AM.

4.f PLANNING AND COMMUNITY SERVICES

1. HAMLET OF BLACKFOOT – WASTEWATER / SEWER EXTENSION – MOTION REQUIRED

Motion Number: 2025-02-07 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee accept the Hamlet of Blackfoot - wastewater sewer extension report as information.

CARRIED

2. MINERAL LEASE ON NW-7-50-1W4M – MOTION REQUIRED

Motion Number: 2025-02-08 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee postpone the Petroleum and Natural Gas Lease form and direct Administration to bring back further information.

CARRIED

3. PLANNING AND COMMUNITY SERVICES 2024 YEAR-END DEPARTMENT REPORT – FOR INFORMATION

Motion Number: 2025-02-09 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee receive the Planning and Community Services 2024 Year-End Department Report as information.

CARRIED

4. MARWAYNE ARENA SPECIAL CAPITAL REQUEST – FURTHER INFORMATION TO FOLLOW

Motion Number: 2025-02-10 PP

Moved by Councillor C. Murray

THAT the County of Vermilion River Policy and Priorities Committee receive the Marwayne Agricultural Society Arena upgrades project report as information and direct Administration to bring back further information.

CARRIED

J. Robertson and L. Genest left the meeting at 12:06 PM.

5. Request for Information

RECESS – THAT the County of Vermilion River Policy and Priorities Committee meeting recess for lunch at 12:07 PM and reconvened at 1:07 PM with all members in attendance except Councillor Stacey Hryciuk.

4.g GENERAL ADMINISTRATION

1. LETTER OF RESPONSE - REGIONAL INFRASTRUCTURE

Motion Number: 2025-02-11 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River approve the Regional Infrastructure response letter and direct Reeve Marty Baker to sign the letter.

CARRIED

2. QUESTIONS REGARDING TARIFFS - MP SHANNON STUBBS

Motion Number: 2025-02-12 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee receive the Questions on Tariffs from MP Shannon Stubbs as information.

CARRIED

3. VERMILION RCMP PRIORITIES

Motion Number: 2025-02-13 PP

Moved by Deputy Reeve L. Cusack

That the County of Vermilion River Policy and Priorities receive the Vermilion RCMP Priorities as information and Direct Administration to provide the following priorities to the Vermilion RCMP:

1. Crime Reduction – Property Crime
2. Community Relations – Police Visibility

CARRIED

4. Request for Information

5. BYLAWS

5.a BYLAW 19-01 COUNCIL CODE OF CONDUCT - REVIEW

Motion Number: 2025-02-14 PP

Moved by Councillor D. Swyripa

THAT the County of Vermilion River Policy and Priorities Committee receive Bylaw 19-01 Council Code of Conduct as information and direct Administration to bring back further information.

CARRIED

6. POLICIES

6.a FI 012 BASIC MUNICIPAL TRANSPORTATION GRANT-STREET IMPROVEMENT PROGRAM GRANT POLICY

Motion Number: 2025-02-15 PP

Moved by Councillor J. Stelmaschuk

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy FI 012 Basic Municipal Transportation Grant (BMGT) – Street Improvement Program (SIP) Grant Policy.

CARRIED

6.b NG 015 – NATURAL GAS INFILL INVESTMENT

Motion Number: 2025-02-16 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee recommends that the County of Vermilion River approve Policy NG 015 – Natural Gas Infill Investment as presented.

CARRIED

Director L. Genest returned to the meeting at 1:28 PM.

6.c RESCIND POLICY PE 023 BANKED OVERTIME

Motion Number: 2025-02-17 PP

Moved by Councillor C. Murray

THAT the County of Vermilion River Policy and Priorities Committee recommend that the County of Vermilion River rescind Policy PE 023 Banked Overtime.

CARRIED

7. NOTICE OF MOTIONS

RECESS – THAT the County of Vermilion River Policy and Priorities Committee Meeting recess at 1:31 PM to clear the ZOOM Webinar participants from the meeting and reconvened at 1:34 PM with all members in attendance except Councillor Stacey Hryciuk.

8. CLOSED SESSION - CONFIDENTIAL

Motion Number: 2025-02-18 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee move to a Closed Session at 1:34 PM with all members in attendance.

CARRIED

CAO Alan Parkin, Director of Natural Gas Utilities Louis Genest and ACAO Hannah Musterer entered the Closed Session meeting at 1:34 PM.

8.c ADVICE FROM OFFICIALS - POLICY NG 011 – GAS MONITORING UNITS - FOIP SECTION 24(1)(a)

Director Louis Genest and ACAO Hannah Musterer left the Closed Session meeting at 1:41 PM.

Director of Protective Services Kirk Hughes entered the Closed Session Meeting at 1:45 PM

8.b DISCLOSURE HARMFUL TO INTERGOVERNMENTAL RELATIONS - VERMILION FIRE DEPARTMENT - FOIP SECTION 24(1)(a)(ii)

Director Kirk Hughes left the meeting at 2:08 PM

8.a DISCLOSURE HARMFUL TO BUSINESS INTERESTS OF A THIRD PARTY - DEWBERRY AGRICULTURE SOCIETY - FOIP SECTION 16(1)(a)(ii)

9. RETURN TO OPEN SESSION

Motion Number: 2025-02-19 PP

Moved by Councillor G. Kuneff

THAT the County of Vermilion River Policy and Priorities Committee Meeting return to Open Session at 2:33 PM with all members in attendance.

CARRIED

RECESS – THAT the County of Vermilion River Policy and Priorities Committee Meeting recess at 2:33 PM to let participants back into Open Session and reconvened at 2:39 PM with all members in attendance except Councillor Stacey Hryciuk.

C. McLean and M. Harvey returned to the meeting at 2:39 PM.

10. BUSINESS ARISING OUT OF CLOSED SESSION

10.a POLICY NG 011 GAS MONITORING UNITS

Motion Number: 2025-02-20 PP

Moved by Deputy Reeve L. Cusack

THAT the County of Vermilion River Policy and Priorities Committee recommends that the County of Vermilion River rescind NG 011 – Gas Monitoring Units.

CARRIED

11. ADJOURNMENT

Reeve M. Baker adjourned the February 18, 2025 Policy and Priorities Committee Meeting at 2:40 PM with all members in attendance except Councillor Stacey Hryciuk.

Marty Baker, Reeve

Alan Parkin, Chief Administrative Officer

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