

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE VILLAGE OF  
KITSCOTY, ALBERTA HELD ON MONDAY, AUGUST 13, 2018 AT THE KITSCOTY  
VILLAGE OFFICE #2 COMMENCING AT 6:30 P.M.**

**PRESENT** Mayor Daryl Frank  
Deputy Mayor Dennis Roth  
Councillors: Geoff Barr (attended at 8:03pm), Heather Perryman, Travis Pollard  
CAO Sharon Williams  
Administrative Assistant Laurie Koenig

**CALL TO ORDER** Mayor Frank called the meeting to order at 6:30pm.

**1. AGENDA**

**174-18** Moved by Councillor Pollard  
**That the Council of the Village of Kitscoty adopt the August 13, 2018  
agenda as presented.**  
**CARRIED**

**2. MINUTES**

**175-18** Moved by Deputy Mayor Roth  
**That the Council of the Village of Kitscoty approve the minutes of the  
Regular Meeting of Council held on Monday July 16 and Tuesday, July 17,  
2018 as presented.**  
**CARRIED**

**3. BUSINESS ARISING**

**3.1. VRRR Broadband Project Update AR-119-2018**

**176-18** Moved by Mayor Frank  
**That the Council of the Village of Kitscoty receive for information the  
VRRR Broadband Project Update AR-119-2018 as presented.**  
**CARRIED**

**3.2 VRRR General Meeting August 16, 2018 AR-122-2018**

**177-18** Moved by Deputy Mayor Roth  
**That the Council of the Village of Kitscoty approve the attendance of Mayor  
Frank and CAO Sharon Williams at the Vermilion River Regional Alliance  
General Meeting on August 16, 2018 at the Town of Vermilion.**  
**CARRIED**

**3.3 Intermunicipal Development Plan Project – Outsourced Project RFP Award AR-128-2018**

**178-18** Moved by Mayor Frank  
**That the Council of the Village of Kitscoty accept the Proposal for the  
Intermunicipal Population, Housing and Employment Growth Study  
prepared by Applications Management Consulting Ltd in the amount of  
\$34,500 + GST and that the Mayor and Chief Administrative Officer be  
authorized to sign the contract following the notification of successful  
submission.**  
**CARRIED**



- 179-18 Moved by Councillor Perryman  
**That the Council of the Village of Kitscoty accept the Proposal for the Intermunicipal Public Consultation Sessions prepared by Situate in the amount of \$17,000 + GST and that the Mayor and Chief Administrative Officer be authorized to sign the contract following the notification of successful submission.**  
**CARRIED**

### 3.4 Action Item List Update

Council of the Village of Kitscoty discussed and reviewed the Action Item List.

## 4. NEW BUSINESS

### 4.1. Greyhound Canada – Notice of Discontinuance of Service AR-124-2018

- 180-18 Moved by Councillor Pollard  
**That the Council of the Village of Kitscoty receive for information Greyhound Canada – Notice of Discontinuance of Service AR-124-2018, as presented.**  
**CARRIED**

### 4.2 2018 AUMA Convention AR-121-2018

- 181-18 Moved by Mayor Frank  
**That the Council of the Village of Kitscoty approve the attendance of Mayor Frank and Deputy Mayor Roth, pending availability, at the 2018 AUMA Convention in Red Deer from September 26 to 28, 2018 and that the registration fees, mileage and subsistence be funded from the Council Convention and Travel budget.**  
**CARRIED**

### 4.3 Bell Canada Option to Renew Equipment Shelter Lease Agreement AR-125-2018

- 182-18 Moved by Deputy Mayor Roth  
**That the Council of the Village of Kitscoty receive for information the correspondence from Bell Canada dated June 13, 2018 notifying that Bell Canada will be exercising the Option to Renew the Equipment Shelter Lease Agreement for an additional 5 year term from October 1, 2018 to September 30, 2023.**  
**CARRIED**

### 4.4 CVR Regional Enforcement Officer Services AR-126-2018

Council was provided with information on the current status of the Regional Bylaw Enforcement Officer pilot project.

### 4.5 Provincial Capital Infrastructure Priorities – MLA Starke AR-123-2018

- 183-18 Moved by Councillor Pollard  
**That the Council of the Village of Kitscoty respond to MLA Dr. Richard Starke's request for the Village's capital plan priorities by providing the following items:**
1. Highway 16/Highway 897 Interchange;
  2. Additional school facility to address student population growth;
  3. Ambulance base located west of the City of Lloydminster;
  4. Highway 16 access road (Range Road 32) improvements between Highway 16 and 49<sup>th</sup> Avenue west.
- CARRIED**



#### 4.6 Council Code of Conduct Bylaw No. 06-2018 AR-127-2018

- 184-18 Moved by Deputy Mayor Roth  
**That the Council of the Village of Kitscoty give first reading to Bylaw No. 06-2018, being a bylaw to establish a code of conduct for elected officials.**  
**CARRIED**
- 185-18 Moved by Mayor Frank  
**That the Council of the Village of Kitscoty give second reading to Bylaw No. 06-2018.**  
**CARRIED**
- 186-18 Moved by Councillor Pollard  
**That the Council of the Village of Kitscoty present Bylaw No. 06-2018 for third and final reading.**  
**CARRIED UNANIMOUSLY**
- 187-18 Moved by Councillor Perryman  
**That the Council of the Village of Kitscoty give third and final reading to Bylaw No. 06-2018, being a bylaw to establish a code of conduct for elected officials.**  
**CARRIED**

Councillor Barr attended the meeting at 8:03 pm.

#### 4.7 Letter from Resident J. Scott AR-129-2018

- 188-18 Moved by Mayor Frank  
**That the Council of the Village of Kitscoty receive for information the letter submitted by resident J. Scott on July 16, 2018.**  
**CARRIED**

### 5. FINANCIAL REPORTS

#### 5.1 2018 Tax Collection Update AR-117-2018

Council reviewed Tax Collection Update AR-117-2018.

#### 5.2 Transfer from Reserves AR-118-2018

Councillor Perryman left the meeting at 8:39 pm.

- 189-18 Moved by Councillor Barr  
**That the Council of the Village of Kitscoty, in accordance with the Financial Reserves Policy FE 0001, approve the following transfers:**
- a) \$895.14 in Alberta Community Partnership Grant – Infrastructure Management Project from the General Administration Reserve into the current account'
  - b) \$8,710.00 in unexpended ALARIE funds from the General Administration Reserve into the current account;
  - c) \$170.00 in unexpended 2015 Regional Park upgrade funds from the General Administrative Reserve into the current account.
- CARRIED**

### 6. INFORMATION

- 1.1 Listing of Accounts Payable – August 1, 2018 - Cheques #2621 to #2639 Inclusive, Vouchers #201843 to #201845 Inclusive;
- 1.2 Listing of Accounts Payable – August 8, 2018 - Cheques #2640 to #2649 Inclusive;
- 1.3 Alberta Culture & Tourism Letter July 6, 2018 re: Stars of Alberta Volunteer Awards;
- 1.4 Alberta Municipal Affairs Letter July 23, 2018 re: 2017 MSI Operational SFE;



- 1.5 Alberta Municipal Affairs Letter July 25, 2018 re: Ministerial Order MSL:047/18;
- 1.6 Alberta Municipal Affairs Letter received August 2, 2018 re: Fire Services Training Program Grant;
- 1.7 Alberta Recycling Management Authority Letter July 16, 2018 re: Progress Report 2017;
- 1.8 ATCO Letter July 24, 2018 Natural Gas Franchise Fee Forecast Update;
- 1.9 Solicitor General E-mail July 19, 2018 re: Update on Legalization of Cannabis;
- 1.10GoA Media Release – Gov't Confirms SuperNet Service Continuity;
- 1.11AUMA:
  - 1.11.1 AUMA Digest July 18 2018;
  - 1.11.2 AUMA Digest July 25, 2018;
  - 1.11.3 AUMA Digest August 1, 2018;
  - 1.11.4 AUMA Digest August 8, 2018;

**190-18** Moved by Councillor Pollard  
**That the Council of the Village of Kitscoty receive for information the items numbered 6.1 through 6.11.4.**  
**CARRIED**

**7. REPORTS**

**7.1 CAO Report AR-120-2018**

**191-18** Moved by Deputy Mayor Roth  
**That the Council of the Village of Kitscoty accept the CAO report AR-120-2018 as presented.**  
**CARRIED**

**7.2 Public Works Monthly Report**

**192-18** Moved by Councillor Pollard  
**That the Council of the Village of Kitscoty accept the Public Works Monthly as presented.**  
**CARRIED**

**7.3 Council Reports**

**7.3.1 Councillor Barr**

Councillor Barr had no report to file.

**7.3.2 Councillor Perryman**

Councillor Perryman had no report to file.

**7.3.3 Councillor Pollard**

Councillor Pollard had no report to file.

**7.3.4 Deputy Mayor Roth**

Deputy Mayor Roth had no report to file.

**7.3.5 Mayor Frank**

Mayor Frank had no report to file.

**8. CIRCULATION FILE**

- 8.1 Fleet Digest June 2018;
- 8.2 Thorpe Recovery Centre Thank You Card;
- 8.3 Tree Service Canada Summer 2018;
- 8.4 East Central 911 Call Answer Society Financial Statements December 31, 2017;
- 8.5 AE Today Issue #2;
- 8.6 VRRRA Broadband Meeting Package July 16, 2018;
- 8.7 Alberta Recycling – Electronics Progress Report 2017;
- 8.8 Alberta Recycling Progress Report 2017;
- 8.9 Municipal World Magazine August 2018;



**9. ADJOURNMENT**

Mayor Frank adjourned the meeting at 8:53 pm.

Due to the Labour Day statutory holiday falling on the first Monday of September the next Regular Meeting of Council will be held on Tuesday, September 4, 2018 at the Village Office #2, upper level Council Chambers, at 6:30pm.

*Daryl Frank*  
MAYOR

*Sullivan's Inc. 1911*  
CHIEF ADMINISTRATIVE  
OFFICER



