

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE VILLAGE OF
KITSCOTY, ALBERTA HELD ON MONDAY, NOVEMBER 19, 2018 AT THE
KITSCOTY VILLAGE OFFICE #2 COMMENCING AT 6:30 P.M.**

PRESENT Mayor Daryl Frank
Deputy Mayor Dennis Roth
Councillors: Geoff Barr, Heather Perryman, Travis Pollard
CAO Sharon Williams
Assistant CAO Colleen Parker

1. CALL TO ORDER

Mayor Frank called the meeting to order at 6:35pm.

2. AGENDA

264-18 Moved by Councillor Barr
**That the Council of the Village of Kitscoty adopt the November 19, 2018
Agenda as presented.**
CARRIED

3. MINUTES

265-18 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, November 5, 2018 as
presented.**
CARRIED

4. BUSINESS ARISING

4.1. Rescind Motion #251-18 - New Motion to Purchase of JCB 409 Wheel Loader AR-187-2018

266-18 Moved by Mayor Frank
**That the Council of the Village of Kitscoty rescind motion #251-18 being a
motion authorizing the purchase of JCB 409 Wheel Loader with the 96”
Jenkins snow bucket from Tingley’s Harvest Centre for the purchase price
of \$86,350.00 and approve the trade in of the S650 Bobcat for \$45,000.00.**
CARRIED

267-18 Moved by Deputy Mayor Roth
**That the Council of the Village of Kitscoty authorize the purchase of the
JCB 409 Wheel Loader with the 84” Jenkins dirt bucket for the purchase
price of \$86,350.00, less trade in of \$45,000.00 on the S650 Bobcat
(including extra set of tires and without bucket), for a difference of
\$41,350.00 plus GST from Tingley’s Harvest Centre, being the lowest bid
for the 70+HP wheel loaders.**
CARRIED

268-18 Moved by Councillor Perryman
**That the Council of the Village of Kitscoty direct Administration to
negotiate the price with Tingley’s Harvest Centre for the JCB 409 Wheel
Loader without the 84” Jenkins dirt bucket, if Public Works determines the
bucket is not required.**
CARRIED



4.2. WTP Furnace AR-184-2018

- 269-18** Moved by Councillor Pollard
That the Council of the Village of Kitscoty approve the \$797.00 cost increase as advised by the County of Vermilion River, for a total cost of \$4,532.00 for the Water Treatment Plant furnace and furthermore that the revised amount of \$1,854.50 be funded from the Infrastructure Stabilization Reserve.
CARRIED

4.3. Action Item List Update

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

5. NEW BUSINESS

5.1. Regional Subdivision & Development Appeal Board and Regional Assessment Review Board AR-186-2018

- 270-18** Moved by Mayor Frank
That the Council of the Village of Kitscoty agrees in principle to participate in the establishment of a Regional Subdivision and Development Appeal Board, and a Regional Assessment Review Board for the Vermilion River Regional Alliance municipalities. Estimated costs for the required documents and contributions from each community will be brought back to each council for ratification before proceeding towards engagement of a Law firm.
CARRIED

5.2. Additional Designated Day of Vacation – December 24, 2018 AR-188-2018

- 271-18** Moved by Councillor Perryman
That the Council of the Village of Kitscoty designate Monday, December 24, 2018 as an additional Designated Day of Vacation in addition to the days designated in Personnel Policy PE 0001.
CARRIED

6. FINANCIAL REPORTS

6.1. October Financial Reports AR-181-2018

- 272-18** Moved by Councillor Pollard
That the Council of the Village of Kitscoty accept the Monthly Bank Reconciliation, the Monthly Operational Budget Variance Report and the Monthly Capital Budget Variance Report for the period ending October 31st, 2018 as presented.
CARRIED

6.2. Northern Lights Library System 2019 Levy Increase AR-185-2018

- 273-18** Moved by Mayor Frank
That the Council of the Village of Kitscoty is in favour of the Northern Lights Library System proposed levy increase of \$0.08 per capita resulting in a total per capita levy of \$5.15, to be effective January 1, 2019.
CARRIED



6.3. 2019 3 Year Interim Operating Budget AR-183-2018

- 274-18 Moved by Deputy Mayor Roth
That the Council of the Village of Kitscoty accept the 2019 3 Year Interim Operating Budget with a projected 2% Mill Rate increase as attached to these minutes.
CARRIED

7. INFORMATION

- 7.1. Listing of Accounts Payable Cheques #2734 to #2751 Inclusive, Vouchers #201862 to #201864 Inclusive;
7.2. TCYHA Letter Concerning Jasper East Gate dated November 5, 2018;
7.3. TCYHA Acknowledgement Letter to BC Minister Sims re: TC Yellowhead 16 Cell Service dated November 6, 2018;
7.4. TCYHA Acknowledgement Letter to CDN Trans Minister re: TC Yellowhead 16 Upgrade dated November 5, 2018;
7.5. AHS Community Engagement – Top 100 Employers Announcement;
7.6. AUMA:
7.6.1. Digest of AUMA/AMSC November 7, 2018;
7.6.2. Digest of AUMA/AMSC November 14, 2018
7.6.3. AUMA/AMSC Response to Proposed Bill 23 November 6, 2018.

- 275-18 Moved by Councillor Barr
That the Council of the Village of Kitscoty accept the items numbered 7.1 through 7.6.3 as information.
CARRIED

8. REPORTS

8.1. CAO Report AR-182-2018

- 276-18 Moved by Councillor Pollard
That the Council of the Village of Kitscoty accept the CAO report AR-182-2018 as presented.
CARRIED

8.2. Council Reports

8.2.1. Councillor Barr

Councillor Barr had no report to file.

8.2.2. Councillor Perryman

Councillor Perryman provided a verbal report on the following:

- Upcoming Meetings:
 - Community Futures Board meeting on November 21, 2018;
 - Alberta HUB Board meeting on December 3, 2018.

8.2.3. Councillor Pollard

Councillor Pollard provided a verbal report on the following:

- Awaiting cost estimates for potential repairs to the Village of Kitscoty Quonset;
- Attendance to the ACE Zone meeting on November 8, 2018.

8.2.4. Deputy Mayor Roth

Deputy Mayor Roth provided a verbal report on the following:

- Attendance to the ACE Zone meeting on November 8, 2018;
 - Approval of the ACE 2019 interim budget with the water rate set at \$2.43/m³;
- Attendance to the Hall Board meeting on November 16, 2018.



8.2.5. Mayor Frank

Mayor Frank provided a verbal report on the following:

- Attendance to the East Central 911 Board meeting on November 14, 2018.

9. CIRCULATION FILE


- 9.1. ATB October 2018 Bank Statements;
- 9.2. October 2018 Bank Reconciliation;
- 9.3. Municipal World Magazine - November 2018;
- 9.4. Trenchless Journal Magazine - Fall/Winter;
- 9.5. Turf & Rec Magazine – October 2018.


10. ADJOURNMENT

Mayor Frank adjourned the meeting at 8:13pm.

The next Regular Meeting of Council will be held on Monday, December 10th, 2018 at the Village Office #2, upper level Council Chambers, at 6:30pm.


MAYOR


CHIEF ADMINISTRATIVE
OFFICER



Village of Kitscoty ~ 2019 3 Year Operating Interim Budget

Function Name	2019			*2020			*2021			*2022			2019 Highlights
	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	
Taxation	873,765.75	0.00	873,765.75	896,945.01	0.00	896,945.01	918,213.12	0.00	918,213.12	939,995.06	0.00	939,995.06	2% Municipal Mill Rate Increase 8.195 Res, 15.339 M/E, Non Res, Linear
School Requisition	288,007.15	288,007.15	0.00	303,085.26	303,085.26	0.00	318,906.57	318,906.57	0.00	335,581.66	335,581.66	0.00	Three Year Average Increase to the School Requisition of 5.0% School Mill Rate Increase 2.845 Res, 4.023 Non Res, Linear
DIP Requisition	120.00	120.00	0.00	120.00	120.00	0.00	120.00	120.00	0.00	120.00	120.00	0.00	
Legislative	0.00	48,675.00	(48,675.00)	0.00	44,435.00	(44,435.00)	0.00	48,750.00	(48,750.00)	0.00	44,435.00	(44,435.00)	Council Honorariums, Convention, Training and Travel
Administrative	206,320.00	485,596.57	(279,276.57)	145,500.00	432,474.22	(286,974.22)	141,975.00	539,206.61	(397,231.61)	139,650.00	541,228.49	(401,578.49)	2019 Census, VoK Mmbrsps AUMA, FCM,IT Service Charges, Audit Fees, Website fees, Training, Travel, Office Supplies, Postage, Copying, WCB, Utilities, Office Supplies, Insurance, MAMP contribution, \$63,180 transfer to reserve of former debenture payment; VoK Office #2 Upgrades Amortization: \$15,752.00
Police	0.00	6,424.00	(6,424.00)	0.00	6,536.00	(6,536.00)	0.00	6,665.70	(6,665.70)	0.00	6,799.01	(6,799.01)	VoK share of Police Secretarial Position
Fire	34,500.00	155,689.74	(121,189.74)	34,865.00	160,758.77	(125,893.77)	34,865.00	163,881.39	(129,016.39)	34,865.00	165,037.92	(130,172.92)	Wages, Training, Travel, Land line and Cell phone chgs, Honorariums, Medical Supplies, Office Supplies, Honorariums, Fuel, Insurance, Truck Maintenance, Safety, Bunker Gear, boots, helmets, (CVR cost share) Amortization \$73,153
Emergency Services	0.00	900.00	(900.00)	0.00	965.00	(965.00)	0.00	1,005.00	(1,005.00)	0.00	1,005.00	(1,005.00)	Training and Travel
Ambulance	0.00	6,400.00	(6,400.00)	0.00	6,600.00	(6,600.00)	0.00	6,600.00	(6,600.00)	0.00	6,600.00	(6,600.00)	East Central 911 Requisition
Bylaw Services	1,450.00	18,600.00	(17,150.00)	2,250.00	18,500.00	(16,250.00)	2,250.00	19,250.00	(17,000.00)	2,250.00	19,250.00	(17,000.00)	Animal Control, \$15,000 Bylaw Enforcement Fees (cost estimated)
Road	164,500.00	600,210.97	(435,710.97)	0.00	461,500.71	(461,500.71)	0.00	467,943.00	(467,943.00)	0.00	477,604.68	(477,604.68)	Wages (4 Summer students @X16 weeks, 2X8 weeks), Steamer costs, line painting, street sweeping, pot hole material, crack sealer, paving, sidewalk repairs, sand/salt mix, annual culvert cleaning, tools, oil, fuel, repairs on equipment, utilities, streetlights, spraying Amortization: \$133,134.00
Water	539,102.00	573,088.26	(33,986.26)	539,102.00	555,686.38	(16,584.38)	411,720.00	426,722.34	(15,002.34)	411,720.00	431,382.10	(19,662.10)	Wages, training, travel, Reg Water Operator, Well Road Lease, curb stop repairs, valve repair on distribution valve, Chlorine, H2O testing agents, Purchase of ACE Water, ACE Contribution, WTP Plant repairs, utilities Amortization: \$30,896.00
Sewer	68,580.00	199,362.25	(130,782.25)	68,580.00	194,019.49	(125,439.49)	68,580.00	101,754.00	(33,174.00)	68,580.00	102,120.04	(33,540.04)	Wages, Cam Tracs Annual Flushing of Lines, utilities, \$92,620 Debenture payments Amortization \$42,332.00
Solid Waste	112,176.00	105,893.00	6,283.00	112,176.00	112,176.00	0.00	112,176.00	108,310.00	3,866.00	112,176.00	112,176.00	0.00	Commercial Garbage Chgs, VRRWMSC Requisition, Recycle chgs (VRRWMSC, Grass clipping, newspaper)
FCSS	25,342.00	31,678.00	(6,336.00)	25,342.00	31,678.00	(6,336.00)	25,342.00	31,678.00	(6,336.00)	25,342.00	31,678.00	(6,336.00)	VoK's contribution to the FCSS program as required by Gov't of AB

Village of Kitscoty ~ 2019 3 Year Operating Interim Budget

Function Name	2019			*2020			*2021			*2022			2019 Highlights		
	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net			
Cemetery	800.00	12,062.60	(11,262.60)	800.00	12,731.83	(11,931.83)	800.00	12,904.75	(12,104.75)	800.00	13,081.45	(12,281.45)	Wages, clean fill, insurance, spraying Amortization: \$1,791.00		
Planning	19,650.00	34,150.00	(14,500.00)	0.00	500.00	(500.00)	0.00	500.00	(500.00)	0.00	500.00	(500.00)	Advertising costs, 46 St Survey, Heritage/centennial Park survey		
Development	14,000.00	0.00	14,000.00	0.00	1,000.00	(1,000.00)	0.00	500.00	(500.00)	0.00	500.00	(500.00)	Remaining of the 53rd Ave/ 46 Street Landscape Plan, Does NOT include cost to complete this project as this it TBD		
Municipal Rec Grant	0.00	29,280.00	(29,280.00)	0.00	29,280.00	(29,280.00)	0.00	29,280.00	(29,280.00)	0.00	29,280.00	(29,280.00)	Population (976) X \$30/person to Ag Society for Grant Distribution		
Regional Park	8,715.00	77,982.41	(69,267.41)	5,215.00	72,069.58	(66,854.58)	5,215.00	71,902.64	(66,687.64)	5,215.00	73,621.76	(68,406.76)	Wages, Reg Pk Registration Envelopes, Insurance, Fire Woods, General Supplies, Sewer Pump outs, Utilities, Gravel, Spraying, Concession Building Roof Repair Amortization: \$47,849.00		
Parks/Trails	3,500.00	15,643.73	(12,143.73)	3,500.00	16,070.60	(12,570.60)	3,500.00	16,251.02	(12,751.02)	3,500.00	16,435.04	(12,935.04)	Wages, Spraying, Litter bags, recycle bags		
Culture	40,300.00	55,867.47	(15,567.47)	38,100.00	53,129.64	(15,029.64)	38,100.00	53,277.27	(15,177.27)	38,100.00	53,376.86	(15,276.86)	Newsletter - wages, Advertising, memberships, Flowers, Library Requisitions (NLLS, KHL)		
Net Surplus/Deficit with Depreciation			(344,803.25)	Net Surplus/Deficit with Depreciation			(337,736.21)	Net Surplus/Deficit with Depreciation			(343,645.60)	Net Surplus/Deficit with Depreciation			(343,918.29)
Net Surplus/Deficit without Depreciation			103.75	Net Surplus/Deficit without Depreciation			7,170.79	Net Surplus/Deficit without Depreciation			1,261.40	Net Surplus/Deficit without Depreciation			988.71

2019 General Notes: 2.41% COLA Increase and Minimum Wage increase was factored into the 2019 wages, Includes MSI Operating Grant revenue, includes a 3 year average increase of 5% to the school requisition, includes a 7% insurance increase.
 2020 - 2% Wage Increase; Mill Rate Increase 2.94% - Residential, 1.05% Increase - Non Res; 5% School Requisition Increase; MSI Operating Grant Revenue
 2021 -2% Wage Increase; Mill Rate Increase 2.40% - Residential, 2.40% Increase - Non Res; 5% School Requisition Increase; MSI Operating Grant Revenue
 2020- 2% Wage Increase; Mill Rate Increase 2.40%- Residential, 2.40% Increase - Non Res; 5% School Requisition Increase; MSI Operating Grant Revenue

