

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE
VILLAGE OF KITSCOTY, ALBERTA HELD ON MONDAY, JANUARY 21, 2019
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

DELEGATES

Sgt. Corey Buckingham – Kitscoty RCMP Detachment Commander

1. CALL TO ORDER

Mayor Frank called the meeting to order at 6:30pm.

2. AGENDA

017-19

Moved by Deputy Mayor Roth
That the Council of the Village of Kitscoty adopt the Agenda with the following addition:
8.0. Financial Reports
8.3. Wilkinson Livingston Stevens LLP – 2018 Audit AR-018-2019
CARRIED

3. DELEGATION

Sgt. Corey Buckingham – Kitscoty RCMP AR-012-2019

Council welcomed Sgt. Corey Buckingham, Kitscoty RCMP Detachment Commander to the meeting at 6:30pm. Sgt. Buckingham provided a staffing update and presented the Quarter 3 (October to December 2018) Statistical Report. The delegate responded to Council's questions regarding the report and left the meeting at 6:45pm.

4. DISPOSITION OF DELEGATION

There was no business arising from the delegation.

5. MINUTES

018-19

Moved by Councillor Perryman
That the Council of the Village of Kitscoty approve the minutes of the Regular Meeting of Council held on Monday, January 7, 2019 as presented.
CARRIED

6. BUSINESS ARISING

6.1. Range Road 32 Overlay Project Revised Estimate AR-014-2019

019-19

Moved by Mayor Frank
That the Council of the Village of Kitscoty approve the project area of the Range Road 32 Overlay Project from Highway 16 to the north boundary of the Canadian National Railway right-of-way as shown on the project area diagram received on January 8, 2019 from Alberta Transportation.
CARRIED



020-19 Moved by Councillor Pollard
That the Council of the Village of Kitscoty approve an amendment to the Range Road 32 Overlay Project to a total of \$71,000 as per the revised estimate received from Alberta Transportation on January 8, 2019, being an increase of \$21,500 from the project approved in Motion 259-18, and furthermore that the project be funded from the unallocated Federal Gas Tax funds.
CARRIED

6.2. Designation of No Parking Zone on 49th Avenue AR-013-2019

021-19 Moved by Deputy Mayor Roth
That the Council of the Village of Kitscoty restrict parking on the pavement adjacent to the Canadian National Railway right-of-way on the south side of 49th Avenue by designating it as a No Parking Zone from the east boundary of the commercial parking lot at 50th Street east to 48th Street and furthermore designate both the north and south sides of 49th Avenue from 48th Street east to Highway 897 as a No Parking Zone.
CARRIED

6.3. 50th Avenue Underground Utilities and Road Drainage Plan Update – 49th Street Drainage Update AR-015-2019

Council suggested an alternate option for the 49th Street surface water drainage for further investigation.

022-19 Moved by Councillor Pollard
That the Council of the Village of Kitscoty accept AR-015-2019 for information.
CARRIED

6.4. Action Item List Update

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

7. NEW BUSINESS

7.1. CVR Firefighters Appreciation Ball AR-016-209

023-19 Moved by Councillor Barr
That the Council of the Village of Kitscoty approve the attendance of Council and Staff at the 2019 Firefighter Appreciation Ball on Friday February 8, 2019 at the Kitscoty Community Hall.
CARRIED

024-19 Moved by Deputy Mayor Roth
That the Council of the Village of Kitscoty approve a contribution in the amount of \$500.00 to the County of Vermilion River towards the 2019 Firefighter Appreciation Ball to be funded from the Council Discretionary Fund.
CARRIED

8. FINANCIAL REPORTS

8.1. December 2018 Financial Reports AR-010-2019

025-19 Moved by Councillor Perryman
That the Monthly Bank Reconciliation, the Monthly Operational Budget Variance Report and the Monthly Capital Budget Variance Report for the period ending December 31st, 2018 be accepted as presented.
CARRIED



8.2. Transfer from Reserves AR-011-2019

026-19

Moved by Mayor Frank

That the Council of the Village of Kitscoty, in accordance with the Financial Reserves Policy FE 0001, approve the following transfers totaling \$131,148.24:

- a. \$76,366.68 from the Water Capital Reserve to the Village of Kitscoty's General Administrative Reserve to reimburse a portion of the MSI Capital Grant expended in 2017 and 2018 for ACE capital contributions;
- b. \$1,191.32 from the Infrastructure Stabilization Reserve to the current account for the 2018 year to date expenses for the 50 Avenue from 49th St – 50 St Drainage Improvements as per Council Motion 068-18;
- c. \$1,627.50 from the Infrastructure Stabilization Reserve into the current account for the 2018 year to date snow removal expenses over and above \$10,000.00, as budgeted in the 2018 Operating Budget;
- d. \$4,681.04 from the General Administrative Reserve into the current account for the 53rd Ave and 46th St Commercial Development Project, as per Council Motion 057-18;
- e. \$4,339.00 from the General Administrative Reserve into the current account for the 2018 year to date IT Services expenses over and above \$5,000.00, as budgeted in the 2018 Operational Budget and as per Council Motion 253-18;
- f. \$4,100.00 in Alberta Community Partnership Grant – Infrastructure Management Project from the General Administrative Reserve into the current account; and
- g. \$38,842.70 in Alberta Community Partnership Grant – Regional IDP Project from the General Administrative Reserve into the current account.

CARRIED

8.3. Wilkinson Livingston Stevens LLP – 2018 Audit AR-018-2019

027-19

Moved by Deputy Mayor Roth

That the Council of the Village of Kitscoty authorize the Mayor and Chief Administrative Officer to sign the Wilkinson Livingston Stevens LLP 2018 Audit Engagement Letter, dated January 11, 2019 as presented.

CARRIED

9. INFORMATION

- 9.1. Listing of Accounts Payable Cheques #2808 to #2826 inclusive and Vouchers #201875 to #201877 inclusive;
- 9.2. TCYHA Commemorative Stamp Application 2020;
- 9.3. Seniors Service Awards;
- 9.4. Minister's Awards for Municipal Excellence;
- 9.5. AUMA:
 - 9.5.1. AUMA Digest January 9, 2019;
 - 9.5.2. AUMA Digest January 16, 2019;
 - 9.5.3. AUMA 2019 Annual Membership Renewal.

028-19

Moved by Councillor Pollard

That the Council of the Village of Kitscoty accept the items numbered 9.1 through 9.5.3. as information.

CARRIED



10. REPORTS

10.1. CAO Report AR-009-2019

029-19 Moved by Deputy Mayor Roth
That the Council of the Village of Kitscoty approve the attendance of Sharon Williams, CAO, to the Reynold Mirth Richards Farmer 2019 Municipal Law Seminar on February 15, 2019 in Edmonton, Alberta and furthermore the registration fee of \$125.00 plus GST to be funded from the Administration Training budget.
CARRIED

030-19 Moved by Councillor Barr
That the Council of the Village of Kitscoty accept the CAO report AR-009-2019 as presented.
CARRIED

10.2. Public Works Monthly Report AR-017-2019

031-19 Moved by Councillor Pollard
That the Council of the Village of Kitscoty accept the Public Works report dated January 21, 2019 as presented.
CARRIED

10.3. Council Reports

10.3.1. Councillor Barr

Councillor Barr had no report to file.

10.3.2. Councillor Perryman

Councillor Perryman provided a verbal report on the following:

- Attendance to the Community Futures Lloydminster and Region Board meeting on January 16, 2019.

10.3.3. Councillor Pollard

Councillor Pollard had no report to file.

10.3.4. Deputy Mayor Roth

Deputy Mayor Roth provided a verbal report on the following:

- Attendance to the Hall Board meeting on January 10, 2019;
- Attendance to the Pioneer Lodge Board meeting on January 11, 2019;
- Upcoming Ace Board meeting this week.

10.3.5. Mayor Frank

Mayor Frank provided a verbal report on the following:

- Attendance to Joint Fire Oversight Committee meeting on January 15, 2019;
- Attendance to the LRHG meeting on January 16, 2019.




11. CIRCULATION FILE


- 11.1. Bank Reconciliation for December 2018;
- 11.2. December 2018 Bank Statements;
- 11.3. InfraStructure Magazine – December 2018/January 2019;
- 11.4. Fleet Digest Magazine December 2018;
- 11.5. 2019 Minister’s Seniors Service Awards Pamphlet.

12. ADJOURNMENT

Mayor Frank adjourned the meeting at 9:40pm.

The next Regular Meeting of Council will be held on Monday, February 4, 2019 at the Village Office #2, upper level Council Chambers, at 6:30pm.


MAYOR


CHIEF ADMINISTRATIVE OFFICER

