

**MINUTES OF THE REGULAR MEETING OF COUNCIL
FOR THE VILLAGE OF KITSCOTY, ALBERTA
HELD ON MONDAY, APRIL 20, 2020
VIA TELECONFERENCE CALL COMMENCING AT 6:30 P.M.**

PRESENT Mayor Daryl Frank
Deputy Mayor Dennis Roth
Councillors: Geoff Barr and Travis Pollard
CAO Sharon Williams

ABSENT Councillor Heather Perryman – with regrets

The Monday, April 20, 2020 Village of Kitscoty Council Meeting was held via teleconference call in accordance with MGA s. 199 and the Meeting Procedures (COVID-19 Suppression) Regulation, due to the distancing guidelines implemented by the Chief Medical Officer of Health (CMOH) in response to the COVID-19 pandemic. A dial-in number and access code for the conference call was available for the public to dial-in to listen to the meeting. Notification was provided to the Public of the electronic meeting via the Village of Kitscoty website (VoKitscoty.ca), April 2020 newsletter and the information kiosk.

Before calling the meeting to order Mayor Frank conducted a roll call to confirm quorum.

1. CALL TO ORDER

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

2. AGENDA

097-20 Moved by Councillor Barr
That the Council of the Village of Kitscoty adopt the Agenda as presented.
CARRIED

3. MINUTES

098-20 Moved by Councillor Pollard
That the Council of the Village of Kitscoty approve the minutes of the Regular Meeting of Council held on Monday, April 6, 2020 as presented.
CARRIED

4. BUSINESS ARISING

4.1. Public Access to Municipal Buildings and Facilities AR-063-2020

099-20 Moved by Councillor Barr
That the Council of the Village of Kitscoty, in response to the Public Health orders and guidelines regarding COVID-19, close all municipal facilities to the public, including but not limited to municipal office / public works shop, office #2, water and sewer facilities, fire hall, Kitscoty & District Regional Park shower house and concession building until further notice.
CARRIED



100-20

Moved by Deputy Mayor Roth

That the Council of the Village of Kitscoty approve leaving green spaces such as Heritage Park, Centennial Park, Kitscoty & District Regional Park, walking trails and community gardens and the ball diamonds at Kitscoty Regional Park accessible to the public with signage encouraging compliance with Public Health social distancing guidelines regarding COVID-19, however all touch surfaces such as benches, tables, waste / recycle receptacles and pet sanitation stations be signed and taped off to prevent usage until further notice.

CARRIED

4.2. Municipal Accountability Program (MAP) Report AR-064-2020

101-20

Moved by Deputy Mayor Roth

That the Council of the Village of Kitscoty accept the AR-064-2020 Municipal Accountability Program Report as presented.

CARRIED

4.3. Provincial Communications during COVID-19 AR-066-2020

102-20

Moved by Councillor Barr

That the Council of the Village of Kitscoty accept AR-066-2020 for information.

CARRIED

5. NEW BUSINESS

5.1. Canadian National Railway Roadway Lease Renewal AR-062-2020

103-20

Moved by Mayor Frank

That the Council of the Village of Kitscoty enter into a renewal, dated April 13, 2020, of Lease Agreement RP 357 with Canadian National Railways, for the lease of the CN right-of-way land for access road purposes for the term of June 1, 2020 to May 31, 2025 at the rental rate of \$1,500 per year as presented and, furthermore, authorize the Mayor and Chief Administrative Officer to sign the Lease Renewal – Access Roadway dated April 13, 2020.

CARRIED

6. FINANCIAL REPORTS

6.1. March 2020 Bank Reconciliations and Financial Report AR-061-2020

104-20

Moved by Councillor Pollard

That the Monthly Bank Reconciliation, the Monthly Operational Budget Variance Report and the Monthly Capital Budget Variance Report for the period ending March 31, 2020 be accepted as presented.

CARRIED



6.2. Deferral of Non-Residential Education Property Tax for 2020 AR-067-2020

105-20

Moved by Deputy Mayor Roth

That the Council of the Village of Kitscoty implement a combined education and municipal property tax deferral beyond the usual due date of June 30, 2020 for non-residential and residential properties, with the due date for 2020 taxes being extended to August 4, 2020.

CARRIED

106-20

*Rescinded by
Motion # 159-20*

Moved by Mayor Frank

That the Council of the Village of Kitscoty direct Administration to prepare the necessary amendments to the applicable bylaws to implement a new schedule for the levy of interest on unpaid and outstanding taxes as follows:

August 5th 6% penalty

October 15th 6% penalty

January 1st 6% penalty

CARRIED

6.3. Deferral of Utility Penalties and Administrative Fees AR-068-2020

107-20

Moved by Deputy Mayor Roth

That the Council of the Village of Kitscoty direct Administration to prepare the necessary amendments to the applicable bylaws to waive the \$17.50 monthly Capital Water Charge on utility accounts for three months effective May 1, 2020.

CARRIED

6.4. 2020 Operating Budget Draft #1 AR-056-2020

108-20

Moved by Mayor Frank

That the Council of the Village of Kitscoty schedule a special meeting for Monday, April 27, 2020 at 6:30pm at Village Office #2 to discuss the 2020 operational and capital budget and 2020 mill rates.

CARRIED

7. INFORMATION

7.1. Listing of Accounts Payable Cheques #3294 to #3308 Inclusive, Vouchers #202031 to #202035 Inclusive;

7.2. AUMA

7.2.1 Digest April 9, 2020 – Emailed to Council April 9, 2020

7.2.2 Digest April 15, 2020 – Emailed to Council April 17, 2020

109-20

Moved by Councillor Pollard

That the Council of the Village of Kitscoty accept the items numbered 7.1 through 7.2.2 as information.

CARRIED

8. REPORTS

8.1. CAO Report AR-058-2020

110-20

Moved by Councillor Barr

That the Council of the Village of Kitscoty accept the CAO report AR-058-2020 as presented.

CARRIED



8.2. Public Works Report AR-060-2020

111-20

Moved by Deputy Mayor Roth

That the Council of the Village of Kitscoty accept the Public Works Report AR-060-2020 as presented.

CARRIED

8.3. Council Reports

8.3.1. Councillor Barr

Councillor Barr provided a verbal report on the following:

- The Kitscoty & District Agricultural Society has cancelled the 2020 Kitscoty Days event due to the Public Health COVID-19 restrictions.

8.3.2. Councillor Pollard

Councillor Pollard provided a verbal report on the following:

- Vermilion River Regional Waste Services Commission plans to meet next week via electronic means;
- Will provide Administration with information collected on potential estimates for the Public Works quonset.

8.3.3. Deputy Mayor Roth

Deputy Mayor Roth provided a verbal report on the following:

- Pioneer Lodge board meeting attended on April 7th.

8.3.4. Mayor Frank

Mayor Frank provided a verbal report on the following:


- Telephone Town Hall teleconference meetings attended on March 20th, March 29th, April 7th and April 14th.

9. ADJOURNMENT

Mayor Frank adjourned the meeting at 8:30pm.

A Special Meeting of Council will be held on Monday, April 27, 2020 at 6:30pm in the Village Council Chambers, upper level of Village Office #2, to discuss the 2020 operational and capital budgets and 2020 mill rates. Alberta Public Health social distancing protocols can be achieved in the Village Council Chambers.

The next Regular Meeting of Council will be held on Monday, May 4, 2020 in the Village of Kitscoty Council Chambers, upper level Village Office #2, at 6:30 p.m.

 *Mayl Frank*
MAYOR

Williams
CHIEF ADMINISTRATIVE OFFICER