

**MINUTES OF THE REGULAR MEETING OF COUNCIL
FOR THE VILLAGE OF KITSCOTY, ALBERTA
HELD ON NOVEMBER 3, 2025
AT THE KITSCOTY COUNCIL CHAMBERS
COMMENCING AT 7:00 P.M.**

PRESENT

Councillors: Geoff Barr, Daryl Frank, Kevin Miciak, Joyce Bell, Heather Perryman
CAO Jason Olson

ABSENT

1. CALL TO ORDER

Mayor Bell called the meeting to order at 7:32 p.m.

2. AGENDA

250-11-25

Moved by Councillor Barr

That the Council of the Village of Kitscoty adopt the November 3, 2025 Council Meeting Agenda as presented with the following additions:

NB 5.10 RFD 157-2025 FCSS Agreement with County of Vermilion River

NB 5.11 RFD 158-2025 Emergency Sewer Line Repair

Council Orientation Package by Chief Administrative Officer Presentation tabled to November 17, 2025 Council Meeting

CARRIED

3. MINUTES

251-11-25

Moved by Councillor Frank

That the Council of the Village of Kitscoty approve the minutes of the Regular Meeting of Council held on October 6, 2025, as presented.

CARRIED

4. BUSINESS ARISING

4.1 RFD 136-2025; Council Procedural Bylaw 2025-09

252-11-25

Moved by Councillor Miciak

That the Council of the Village of Kitscoty present Council Procedure Bylaw 2025-09 for second reading as presented.

CARRIED

253-11-25

Moved by Councillor Barr

That the Council of the Village of Kitscoty present Council Procedure Bylaw 2025-09 for third and final reading as presented.

CARRIED



5. NEW BUSINESS

5.1 RFD 137-2025; Northern Lights Library 2026 Budget

254-11-25 Moved by Mayor Bell
That the Council of the Village of Kitscoty to accept the Northern Lights Library 2026 Operating Budget as presented.
CARRIED

5.2 RFD 138-2025; Kitscoty High School Track Project

255-11-25 Moved by Mayor Bell
That the Council of the Village of Kitscoty accept as information.
CARRIED

5.3 RFD 139-2025; Council Financial Orientation Session

256-11-25 Moved by Mayor Bell
That the Council of the Village of Kitscoty accept as information
CARRIED

5.4 RFD 140-2025; Emergency Replacement Culvert 49th Avenue

257-11-25 Moved by Councillor Miciak
That the Council of the Village of Kitscoty approve the unbudgeted expense for the 49th Avenue Culvert replacement as circulated to Council via email on October 23, 2025.
CARRIED

5.5 RFD 141-2025; Bylaw 2025-15 Joint Assessment Review Board

258-11-25 Moved by Mayor Bell
That the Council of the Village of Kitscoty present first reading of Bylaw 2025-15 Joint Assessment Review Board Bylaw as presented.
CARRIED

259-11-25 Moved by Councillor Perryman
That the Council of the Village of Kitscoty present second reading of Bylaw 2025-15 Joint Assessment Review Board Bylaw as presented.
CARRIED

260-11-25 Moved by Councillor Barr
That the Council of the Village of Kitscoty present permission for third reading of Bylaw 2025-15 Joint Assessment Review Board Bylaw as presented.
CARRIED

261-11-25 Moved by Councillor Frank
That the Council of the Village of Kitscoty present third and final reading of Bylaw 2025-15 Joint Assessment Review Board Bylaw as presented.
CARRIED



5.6 RFD 143-2025; ASP Proposals for 53rd Avenue Subdivision

262-11-25

Moved by Councillor Miciak

That the Council of the Village of Kitscoty award the Area Structure Plan for 53rd Avenue Subdivision contract to Ms. Lyndsay Francis as per submitted proposal.

CARRIED

5.7 RFD 144-2025; Go East of Edmonton 2026 Program

263-11-25

Moved by Mayor Bell

That the Council of Village of Kitscoty continue our participation with the Go East of Edmonton program for 2026, with an estimated cost of \$1475.00 in the 2026 Operating Budget.

CARRIED

5.8 RFD 145-2025; Alberta HUB Membership

264-11-25

Moved by Mayor Bell

That the Council of Village of Kitscoty continue our participation with the Alberta HUB with estimated 2026 Membership cost of \$852.00.

CARRIED

5.9 RFD 146-2025; Elected Officials Emergency Management Course

265-11-25

Moved by Councillor Frank

That the Council of the Village of Kitscoty accept as information

CARRIED

5.10 RFD 157-2025 FCSS Coordinator Agreement with County of Vermilion River

266-11-25

Moved by Councillor Frank

That the Council of Village of Kitscoty approve the new FCSS funding service agreement with the County of Vermilion River for the 2026-2028 FCSS Funding Years as presented.

CARRIED

5.11 RFD 158-2025 Emergency Expense for Sewer Line Replacement

267-11-25

Moved by Councillor Miciak

That the Council of Village of Kitscoty approve the unbudgeted expense for the sewer line service repair at 4714 - 50 Street as circulated to Council on October 31, 2025 via email.

CARRIED

6. Financial Reports

- 6.1. Listing of Accounts Payable for Approval Cheques #5245 to #5270 Inclusive and Vouchers #2025224 to #2025242 Inclusive;**

Moved by Mayor Bell

That the Council of the Village of Kitscoty accept as information

CARRIED

7. Information

- 7.1. ACE Water Newsletter November 2025**
- 7.2. Assessment 101 for Elected Officials Webinar**
- 7.3. ATCO Electric 2026 Franchise Fees Increase Approval**
- 7.4. Kitscoty Library Board Appointments for 2026**

Moved by Councillor Barr
That the Council of the Village of Kitscoty accept as information
CARRIED

8. REPORTS

8.1. CAO Report

Moved by Councillor Miciak
That the Council of the Village of Kitscoty receive for information the CAO report as presented.
CARRIED

8.2 Regional Water Operator Report

Moved by Councillor Perryman
That the Council of the Village of Kitscoty receive for information the Regional Water Operator Report as presented.
CARRIED

8.3 Council Reports

8.3.1 Mayor Bell

Mayor Bell provided a report on the following:

- Councillor Orientation

8.3.2 Deputy Mayor Miciak

Deputy Mayor Miciak provided a report on the following:

- Councillor Orientation

8.3.3 Councillor Barr

Councillor Barr provided a report on the following:

- Councillor Orientation
- Kitscoty Ag Society Meeting

8.3.4 Councillor Frank

Councillor Frank provided a report on the following:

- Councillor Orientation
- Waste Commission Meeting

8.3.5 Councillor Perryman

Councillor Perryman provided a report on the following:

- Councillor Orientation



9. CIRCULATION FILE

- 9.1. Tax Trust Account
- 9.2. Investment Savings Account
- 9.3. CCBF Funding Account
- 9.4. LGFF Funding Account
- 9.5. 46 St Savings Account
- 9.6. Reserve Savings Account
- 9.7. Cemetery Account
- 9.8. Fire Department Reserve
- 9.9. Current Account

10. CLOSED SESSION

10.1. Access to Information Act

Moved by Councillor Barr

That the Council of the Village of Kitscoty convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 29(1) of the Access to Information Act 8:58 pm with all members of Council in attendance.

CARRIED

Moved by Councillor Perryman

That the Village of Kitscoty Council revert to the Regular session at 9:13 pm, with all members of Council in attendance.

CARRIED

Mayor Bell declared a brief recess at 9:14 pm to allow for members of the Public to return to the Council Meeting.

The meeting reconvened at 9:15 pm with all members of Council in attendance.

11. ADJOURNMENT

Mayor Bell adjourned the meeting at 9:16 p.m.

The next Regular Meeting of Council will be held on November 17, 2025 at the Kitscoty Council Chambers, at 6:30 p.m.


MAYOR


CHIEF ADMINISTRATIVE OFFICER



