

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
FOR THE VILLAGE OF KITSCOTY, ALBERTA  
HELD ON NOVEMBER 17, 2025  
AT THE KITSCOTY COUNCIL CHAMBERS  
COMMENCING AT 7:00 P.M.**

**PRESENT**

Mayor Joyce Bell  
Deputy Mayor Kevin Miciak-via electronic connection  
Councillors: Daryl Frank, Heather Perryman  
CAO Jason Olson

**ABSENT**

Councillor Barr

**DELEGATES**

**1. CALL TO ORDER**

Mayor Bell called the meeting to order at 7:00 p.m.

**2. AGENDA**

**268-11-25**

Moved by Councillor Perryman  
**That the Council of the Village of Kitscoty adopt the November 17, 2025, Council Meeting Agenda as presented with the following addition:**

**New Business 6.9: RFD 170-2025 Letter of Intent Annexation from County of Vermilion River**  
**CARRIED**

**3. DELEGATION**

RFD 161-2025; Kitscoty RCMP Quarterly Report-Cpl. Schmidt Kitscoty RCMP

Cpl. Schmidt entered Council Chambers at 7:00 PM to present RCMP Kitscoty Quarterly Report to Council. Cpl. Schmidt left meeting at 7:09 PM

**4. MINUTES**

**269-11-25**

Moved by Councillor Frank  
**That the Council of the Village of Kitscoty approve the minutes-as revised- of the Regular and Organizational Meetings of Council held on November 3, 2025, as presented.**  
**CARRIED**

**5. BUSINESS ARISING**

5.1

RFD 162-2025; Council Orientation Package for 2025-2029 Term

**270-11-25**

Moved by Councillor Frank  
**That the Council of Village of Kitscoty accept the Council Orientation package for the 2025-2029 term as information as presented.**  
**CARRIED**



## 6. NEW BUSINESS

### 6.1 RFD 142-2025; COLA Salary Adjustment for 2026

- 271-11-25 Moved by Mayor Bell  
**That the Council of Village of Kitscoty approve the 2026 Salary Grid with a 2.5% increase from the 2025 Salary Grid.**  
**CARRIED**

### 6.2 159-2025; Fuel Purchasing Public Works

- 272-11-25 Moved by Councillor Miciak  
**That the Council of Village of Kitscoty accept as information.**  
**CARRIED**

### 6.3 RFD 160-2025; Code of Conduct Bylaw 2025-10- Rescinding Bylaw 2025-10

- 273-11-25 Moved by Mayor Bell  
**That the Council of Village of Kitscoty present first reading of The Village of Kitscoty Code of Conduct Bylaw 2025-10 to rescind the Bylaw as presented.**  
**CARRIED**
- 274-11-25 Moved by Councillor Miciak  
**That the Council of Village of Kitscoty present second reading of The Village of Kitscoty Code of Conduct Bylaw 2025-10 to rescind the Bylaw as presented.**  
**CARRIED**
- 275-11-25 Moved by Councillor Perryman  
**That the Council of Village of Kitscoty present permission for third reading of The Village of Kitscoty Code of Conduct Bylaw 2025-10 to rescind the Bylaw as presented.**  
**CARRIED**
- 276-11-25 Moved by Councillor Frank  
**That the Council of Village of Kitscoty present third and final reading of The Village of Kitscoty Code of Conduct Bylaw 2025-10 to rescind the Bylaw as presented.**  
**CARRIED**

### 6.4 RFD 163-2025; Cemetery Bylaw 2025-14

- 277-11-25 Moved by Mayor Bell  
**That the Council of Village of Kitscoty present first reading of the Village of Kitscoty Cemetery Bylaw 2025-14 as presented.**  
**CARRIED**
- 278-11-25 Moved by Councillor Miciak  
**That the Council of Village of Kitscoty present second reading of the Village of Kitscoty Cemetery Bylaw 2025-14 as presented.**  
**CARRIED**
- 279-11-25 Moved by Councillor Perryman  
**That the Council of Village of Kitscoty present permission for third reading of the Village of Kitscoty Cemetery Bylaw 2025-14 as presented.**  
**CARRIED**



**280-11-25** Moved by Councillor Frank  
**That the Council of Village of Kitscoty present third and final reading of the Village of Kitscoty Cemetery Bylaw 2025-14 as presented.**  
**CARRIED**

**6.5** RFD 164-2025; Council Committee Appointment for Lloydminster Regional Housing

**281-11-25** Moved by Mayor Bell  
**That the Council of Village of Kitscoty accept as information.**  
**CARRIED**

**6.6** RFD 165-2025; FCSS Funding Levels for 2026

**282-11-25** Moved by Councillor Perryman  
**That the Council of Village of Kitscoty accept the proposed 2026 FCSS funding levels and organizations as presented.**  
**CARRIED**

**6.7** RFD 166-2025; Designated Signing Officers

**283-11-25** Moved by Councillor Frank  
**That the Council of the Village of Kitscoty accept as information**  
**CARRIED**

**6.8** RFD 168-2025; Xmas Staff Appreciation

**284-11-25** Moved by Mayor Bell  
**Council approve a dollar amount for staff Xmas gift cards for 2025 in the amount of \$150.00 per staff member.**  
**CARRIED**

**6.9** RFD 170-2025: Letter of Intent Annexation from County of Vermilion River

**285-11-25** Moved by Councillor Miciak  
**That the Council of Village of Kitscoty proceed with final signature of the Letter of Intent as presented.**  
**CARRIED**

## **7. Financial Reports**

- 7.1.** Listing of Accounts Payable for Approval Cheques # 5271 to # 5281 Inclusive and Vouchers #2025247 to #2025262 Inclusive;
- 7.2.** Revenue Expense Report to October 31, 2025

**286-11-25** Moved by Councillor Frank  
**That the Council of the Village of Kitscoty accept as information**  
**CARRIED**

## 8. Information

- 8.1. Yellow Highway Association
- 8.2. Kitscoty High School Track Project
- 8.3. Minster William Congratulations

287-11-25 Moved by Councillor Perryman  
**That the Council of the Village of Kitscoty accept as information**  
**CARRIED**

## 9. REPORTS

### 9.1. CAO Report

288-11-25 Moved by Councillor Perryman  
**That the Council of the Village of Kitscoty receive for information the CAO report as presented.**  
**CARRIED**

## 8.2 Council Reports

### 8.3.1 Mayor Bell

Mayor Bell provided a report on the following:

- School and Legion Remembrance Day Ceremonies

### 8.3.2 Deputy Mayor Miciak

Deputy Mayor Miciak provided a report on the following:

- No Report

### 8.3.3 Councillor Barr

Councillor Barr provided a report on the following:

- Absent

### 8.3.4 Councillor Frank

Councillor Frank provided a report on the following:

- Legion Remembrance Day Ceremonies
- Kitscoty Library Board

### 8.3.5 Councillor Perryman

Councillor Perryman provided a report on the following:

- No Report

## 10. CIRCULATION FILE

- 10.1 Tax Trust Account
- 10.2 Investment Savings Account
- 10.3 CCBF Funding Account
- 10.4 LGFF Funding Account
- 10.5 46 St Savings Account
- 10.6 Reserve Savings Account
- 10.7 Cemetery Account
- 10.8 Fire Department Reserve



**10.9 Current Account**

**11. ADJOURNMENT**

Mayor Bell adjourned the meeting at 8:43 p.m.

The next Regular Meeting of Council will be held on December 1, 2025 at the Kitscoty Council Chambers, at 7:00 p.m.

  
MAYOR  
  
CHIEF ADMINISTRATIVE OFFICER

The image shows two signatures on a document. The top signature is in blue ink and is written over a circular blue stamp. The stamp contains the text "VILLAGE OF KITSCOTY" around the top edge, "Alberta" in the center, and "Inc. 1911" at the bottom. The signature is "Bell". Below this signature is the word "MAYOR" in black capital letters. The bottom signature is in black ink and is written over a similar circular blue stamp. Below this signature is the text "CHIEF ADMINISTRATIVE OFFICER" in black capital letters.

