

**MINUTES OF THE REGULAR MEETING OF COUNCIL
FOR THE VILLAGE OF KITSCOTY, ALBERTA
HELD ON DECEMBER 15, 2025
AT THE KITSCOTY COUNCIL CHAMBERS
COMMENCING AT 7:00 P.M.**

PRESENT

Mayor Joyce Bell
Deputy Mayor Kevin Miciak
Councillors: Geoff Barr, Daryl Frank,

CAO Jason Olson

ABSENT

Councillor Heather Perryman

DELEGATES

Mr. Andrew DeGruchy (Director of Public Safety) and Ms. Madison Black (Emergency Management Coordinator)-City of Lloydminster-Regional Emergency Management Collective (REMC)

1. CALL TO ORDER

Mayor Bell called the meeting to order at 6:58 p.m.

2. AGENDA

309-12-25

Moved by
That the Council of the Village of Kitscoty adopt the December 15, 2025 Council Meeting Agenda as presented with the following additions:
NB 6.8 Tax Trust Account ATB Wealth
CARRIED

3. DELEGATION

Mr. Degruchy and Ms. Black entered Council Chambers at 6:59 PM.

REMC Annual Agency Presentation-Mr. Degruchy and Ms. Black presented the Annual Report from REMC (as Village of Kitscoty is a partner in the Collective) in regards to exercises, training and responses for Emergency Management Collective for the 2025 calendar year. Presentation also outlined scheduled training in 2026, including Elected Officials training for Village Council on January 5, 2026. REMC is expecting the consultant to complete the Regional Emergency Management Plan (REMP) by March 2026. The REMP will ensure coordinated response to any emergencies in the region from all partners.

Mr. Degruchy and Ms. Black exited Council Chambers at 7:32 pm.

4. MINUTES

310-12-25

Moved by Councillor Frank
That the Council of the Village of Kitscoty approve the minutes of the Regular Meeting of Council held on December 1, 2025, as presented.
CARRIED



5. BUSINESS ARISING

5.1 RFD 181-2025; Kitscoty Library Board Budget Information

311-12-25 Moved by Councillor Miciak
That the Council of Village of Kitscoty accept the additional information from the Kitscoty Library for information. With an invitation for the Kitscoty Library to appear as a community group delegation for the Council Community Group initiative for the 2026 Council Meeting schedule.
CARRIED

5.2 RFD 182-2025; NSWA Membership for 2026

312-12-25 Moved by Councillor Barr
That the Council of Village of Kitscoty accept as information.
CARRIED

5.3 RFD 183-2025; Motor Grader

313-12-25 Moved by Councillor Barr
That the Council of Village of Kitscoty approve the trade in for the John Deere 444P Loader in exchange for Motor Grader CAT 140M3 Serial Number N9J00727 from Finning Canada with cost of \$1050.00 for purchase price.
CARRIED

6. NEW BUSINESS

6.1 RFD 180-2025; NAAGO Membership

314-12-25 Moved by Mayor Bell
That the Council of Village of Kitscoty accept as information.
CARRIED

6.2 RFD 188-2025; VRRWMSC Budget Requestion 2026

315-12-25 Moved by Councillor Miciak
That the Council of the Village of Kitscoty accept as information
CARRIED

6.3 RFD 189-2025; Annual Audit Planning Report

316-12-25 Moved by Mayor Bell
That the Council of the Village of Kitscoty accept as information
CARRIED

6.4 RFD 190-2025; Policy AM 0002 Asset Management

317-12-25 Moved By Councillor Barr
That the Council of Village of Kitscoty approve the changes to the policy AM 0002 Asset Management as presented.
CARRIED

6.5 RFD 191-2025; Policy AM 0003 Asset Disposal

318-12-25 Moved By Councillor Miciak
That the Council of Village of Kitscoty approve the policy AM 0003 Asset Disposal as presented.
CARRIED

6.6 RFD 192-2025; FE 0001 Financial Reserve Policy

319-12-25 Moved By Councillor Miciak
That the council approves the policy FE 0001 Financial Reserve Policy.
CARRIED

6.7 RFD 193-2025; Bylaw 2025-15 Rates and Fees

320-12-25 Moved By Mayor Bell
That the Council of Village of Kitscoty approve first reading of Bylaw 2025-15 as presented.
CARRIED

321-12-25 Moved By Councillor Miciak
That the Council of Village of Kitscoty approve second reading of Bylaw 2025-15 as presented.
CARRIED

322-12-25 Moved By Councillor Barr
That the Council of Village of Kitscoty present permission for three reading of Bylaw 2025-15 as presented.
CARRIED

323-12-25 Moved By Councillor Frank
That the Council of Village of Kitscoty approve third and final reading of Bylaw 2025-15 as presented.
CARRIED

6.8 RFD 194-2025; Tax Trust Account ATB Wealth

324-12-25 Moved By Mayor Bell
That the Council of Village of Kitscoty transfer the funds from the tax trust account from ATB Wealth in the amount of \$62,480.72 to the current operating account at ATB Financial as of December 5, 2025.
CARRIED

7 Financial Reports

7.1 Monthly Revenue and Expense Report

325-12-25 Moved by Mayor Bell
That the Council of the Village of Kitscoty accept as information.
CARRIED

8 Information

8.1 Level of Fire Service Minster Letter- What we Heard

326-12-25 Moved by Councillor Frank
That the Council of the Village of Kitscoty accept as information
CARRIED

9. REPORTS

9.1 CAO Report

327-12-25 Moved by Councilor Miciak
That the Council of the Village of Kitscoty receive for information the CAO report as presented.
CARRIED

9.2 Regional Water Operator Report

328-12-25 Moved by Councillor Barr
That the Council of the Village of Kitscoty receive for information the Regional Water Operator Report as presented.
CARRIED

9.3 Council Reports

9.3.1 Mayor Bell

Mayor Bell provided a report on the following:

- Kitscoty School Visits

9.3.2 Deputy Mayor Miciak

Deputy Mayor Miciak provided a report on the following:

- No Report

9.3.3 Councillor Barr

Councillor Barr provided a report on the following:

- Kitscoty Ag Society

9.3.4 Councillor Frank

Councillor Frank provided a report on the following:

- E-911 Meeting
- VRRWMSC Meeting

9.3.5 Councillor Perryman

Councillor Perryman provided a report on the following:

- Absent

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. CLOSED SESSION

11.1 Access to Information Act

329-12-25

Moved by Councillor Frank

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)-Advice from Officials of the Access to Information Act 9:00 pm with all Council members (except Councilor Perryman) in attendance.

CARRIED

330-12-25

Moved by Councillor Barr

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

12. BUSINESS ARISING FROM CLOSED SESSION

331-12-25

Moved by Councillor Miciak


That the Council of Village of Kitscoty approve the payout agreement in lieu of road reclamation (old water wells) of \$65,000 with additional legal fees of \$500.00 plus GST and to release all liability from the Thompson Family Farms Lease Agreement ending August 2025 as presented.

CARRIED

13. ADJOURNMENT

Mayor Bell adjourned the meeting at 9:17 p.m.

The next Regular Meeting of Council will be held on January 19, 2025, at the Kitscoty Council Chambers, at 7:00 p.m.



MAYOR

CHIEF ADMINISTRATIVE OFFICER