

**MINUTES OF THE REGULAR MEETING OF COUNCIL
FOR THE VILLAGE OF KITSCOTY, ALBERTA
HELD ON JUNE 15, 2026
AT THE KITSCOTY COUNCIL CHAMBERS
COMMENCING AT 7:00 P.M.**

PRESENT Mayor Joyce Bell
Deputy Mayor Kevin Miciak
Councillor: Daryl Frank
CAO Jason Olson

ABSENT Councillor Heather Perryman, Councillor Geoff Barr

DELEGATES

1. CALL TO ORDER

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

2. AGENDA

138-06-26 Moved by Councillor Miciak
That the Council of the Village of Kitscoty adopt the June 15, 2026, Council Meeting Agenda as presented.
CARRIED

3. DELEGATION RFD 087-2026; Northern Lights Library Mr. James MacDonald

Entered Council Chambers at 7:00 p.m. Mr. MacDonald reviewed library membership, overall Kitscoty Library statistics and programs offered.
Mr. MacDonald exited Council Chambers @ 7:14 p.m.

4. MINUTES

139-06-26 Moved by Councilor Miciak
That the Council of the Village of Kitscoty approve the minutes of the Regular Meeting of Council held on June 1, 2026, as presented.
CARRIED

5. NEW BUSINESS

5.1 RFD 078-2026; Chief Administrative Officer Bylaw 2023-01 Revision June 2026

140-06-26 Moved by Mayor Bell
That the Village of Kitscoty Council approve first reading for the revision of the Chief Administrative Officer Bylaw 2023-01 as presented.
CARRIED

141-06-26 Moved by Councillor Frank
That the Village of Kitscoty Council approve second reading for the revision of the Chief Administrative Officer Bylaw 2023-01 as presented.
CARRIED

142-06-26 Moved by Councillor Miciak
That the Village of Kitscoty Council present consideration for third reading for the revision of the Chief Administrative Officer Bylaw 2023-01 as presented.
CARRIED

143-06-26 Moved by Mayor Bell
That the Village of Kitscoty Council approve third and final reading for the revision of the Chief Administrative Officer Bylaw 2023-01 as presented.
CARRIED

5.2 RFD 085-2026; Phase 1 Environmental Study by Xterra Environmental

144-06-26 Moved by Councillor Miciak
That the Village of Kitscoty Council accept the Phase 1 Environmental Study for the 53rd Avenue Subdivision as prepared by Xterra Environmental Ltd. as information.
CARRIED

5.3 RFD 086-2026; Transfer Spent Funding LGFF and CCBF

145-06-26 Moved by Mayor Bell
That the Village of Kitscoty Council approves the transfer of spent funding to the operating account in the amounts as listed: CCBF transfer \$109,864.75 to operating account LGFF transfer \$419,615.31 to operating account
CARRIED

5.4 RFD 088-2026; Financial Reserve Funds

146-06-26 Moved by Mayor Bell
Approve the new Financial Reserve Policy FE 0001 with changes as marked and transfer funds as follows:
1. Cash in Lieu Reserve - Transfer funds from the unrestricted surplus reserve in the amount of \$302,828.40 to match the 2025-year end 46 St. reserve bank account.
2. Close Celebration Legacy Reserve and transfer reserve funds to the General Administration Reserve in the amount of \$6,415.78
3. Open the Cemetery Reserve account and transfer funds from the Unrestricted Surplus reserve in the amount of \$44,560.43 to match the 2025-year end Cemetery bank account balance.
4. Fire Department Reserve (Village) – No Changes.
5. Fire Department Capital Reserve account – transfer funds from the unrestricted surplus account to this reserve account in the amount difference of \$39,353.07 to account for interest that has not been assigned to this reserve in past years and have the reserve account match the bank account.
6. Parks and Trails Reserve No Changes.
7. Close Recycling reserve and transfer the reserve funds of \$6,668.18 to the General Administrative Reserve.
8. Road Capital Reserve – Close and transfer the balance of \$22,722.20 to the Infrastructure Reserve
9. Road Maintenance Reserve – close and transfer the balance of \$8,262.56 to the infrastructure reserve.
10. Tax Sale Holding Reserve – No changes at this time
With revisions as per discussion.

CARRIED



6. Financial Reports

6.1. Listing of Accounts Payable for Approval Cheques #5420 to #5432 Inclusive and Vouchers #2026148 to #2026164 Inclusive;

6.2. Monthly Expense Report

147-06-26

Moved by Councillor Miciak

That the Council of the Village of Kitscoty accept as information
CARRIED

7. Information

7.1. Cancellation of 2026 Public Auction

148-06-26

Moved by Councillor Miciak

That the Council of the Village of Kitscoty accept as information
CARRIED

8. REPORTS

8.1. CAO Report

149-06-26

Moved by Mayor Bell

That the Council of the Village of Kitscoty receive for information the CAO report as presented.
CARRIED

8.2 Council Reports

8.2.1 Mayor Bell

Mayor Bell provided a report on the following:

- Personnel Committee
- Lemonade Day June 13, 2026
- Kitscoty Hall 20th Anniversary BBQ

8.2.2 Deputy Mayor Miciak

Deputy Mayor Miciak provided a report on the following:

- No Report

8.2.3 Councillor Barr

Councillor Barr provided a report on the following:

- Absent

8.2.4 Councillor Frank

Councillor Frank provided a report on the following:

- Kitscoty Library Board
- Community Hall 20th Anniversary BBQ

8.2.5 Councillor Perryman

Councillor Perryman provided a report on the following:

- Absent

8.3 Regional Water Operator Report

150-06-26

Moved by Mayor Bell

That the Council of the Village of Kitscoty receive for information the Regional Water Operator report as presented.

CARRIED

9. CIRCULATION FILE

9.1 46 St Savings Account

9.2 Current Account

9.3 Tax Recovery 2025

9.4 CCBF Funding Account

9.5 Reserve Savings Account

9.6 Cemetery Account

9.7 LGFF Account

9.8 Fire Department Account

9.9 Wealth Investment Savings Account

10. CLOSED SESSION

10.1. Access to Information Act (ATIA)- Section 23 (1) Harmful to Law Enforcement (Bylaw)

151-06-26

Moved by Councillor Miciak

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 Access to Information Act Section 23(1) at 8:04 p.m. with all members of Council, except Councillors Barr and Perryman, in attendance.

CARRIED

152-06-2026

Moved by

That the Village of Kitscoty Council revert to the Regular session at 8:09 p.m. with all members of Council, except Councillors Barr and Perryman, in attendance.

CARRIED

Mayor Bell declared a brief recess at 8:10 p.m. to allow for members of the Public to return to the Council Meeting.

The meeting reconvened at 8:11 p.m. with all members of Council, except Councillor Perryman and Councilor Barr, in attendance.



11. ADJOURNMENT

Mayor Bell adjourned the meeting at 8:12 p.m.

The next Regular Meeting of Council will be held on July 27, 2026, at the Kitscoty Council Chambers, at 7:00 p.m.


MAYOR
CHIEF ADMINISTRATIVE OFFICER

