



**MEETING MINUTES  
VILLAGE OF RYCROFT  
REGULAR COUNCIL MEETING**

**APRIL 16, 2019**

**VILLAGE OF RYCROFT COUNCIL CHAMBERS**

**PRESENT:**

**Diahann Potrebenko  
James Verquin  
Joanne Chelick  
Roxann Dreger  
Dwayne Kotyk**

**Mayor  
Deputy Mayor  
Councillor  
Councillor  
Councillor**

**Peter Thomas  
Lisa Shaykowski**

**Chief Administrative Officer  
Finance Clerk**

**1. CALL TO ORDER**

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

Dave Burake joined the meeting at 6:30 p.m.

**2. ADOPTION OF AGENDA**

**2019-4-16-90**

**MOVED** by Councillor Dreger that Council approve the Village of Rycroft regular Council meeting agenda dated April 16, 2019 with the following amendments:

**ADD: 7.1 Councillor Chelick Written Report  
11.1 Personnel Issue**

**CARRIED**

**3. ADOPTION OF PREVIOUS MEETING MINUTES**

**3.1 Minutes from the April 3, 2019 Regular Council Meeting**

**2019-4-16-91**

**MOVED** by Councillor Chelick that Council approve the April 3, 2019 regular Council meeting minutes as presented.

**CARRIED**

**4. PUBLIC HEARINGS**

**5. DELEGATIONS**

**5.1 Dave Burake, Merry Pioneers RE: Building Assessment Report**

Dave Burake made a presentation to Council on the Village owned Merry Pioneers building assessment report.

**2019-4-16-92**

**MOVED** by Mayor Potrebenko that Council direct Administration to follow up on the Merry Pioneers expressed building concerns.

**CARRIED**

Dave Burake left the meeting at 6:50 p.m.

**6. CAO REPORT**

**6.1 CAO Report, Action Item List, Calendar, Council Strategic Priorities Chart**

**2019-4-16-93**

**MOVED** by Deputy Mayor Verquin that Council direct administration to send a letter to the MD of Spirit River requesting our own access road to the Village sewage lagoon property located at RL17-78-5-W6.

**CARRIED**

**5.2 Allen Lee, Doyle and Company Ltd Re: Annual Financial Statements (via telephone)**

Auditor Allen Lee joined the meeting via telephone at 7:00 p.m.

- 2019-4-16-94 **MOVED** by Deputy Mayor Verquin that Council approve the 2018 Audited Financial Statements of the Village of Rycroft as audited by Doyle and Company. **CARRIED**  
Allen Lee left the meeting at 7:28 p.m.
- 2019-4-16-95 **MOVED** by Councillor Dreger that Council accept the CAO Report, Action Item List, Calendar, and Council Strategic Priorities Chart as presented. **CARRIED**
7. **COUNCILLOR REPORTS**
- Councillor Chelick**  
April 3 Council Debrief for Water Break incident  
April 10 Attraction and Retention Committee
- Mayor Potrebenko**  
April 3 Council Debrief for Water Break incident  
April 12 AUMA Committee meeting
- Councillor Dreger**  
April 2 Rycroft Library Board meeting  
April 4 Central Peace Fire and Rescue Commission meeting
- 2019-4-16-96 **MOVED** by Councillor Dreger that Council approve the Council member reports as presented. **CARRIED**
8. **PREVIOUS BUSINESS**
9. **NEW BUSINESS**
- 9.1 **Financial Report to March 31, 2019**
- 2019-4-16-97 **MOVED** by Councillor Chelick that Council approve the quarterly financial report to March 31, 2019 as presented. **CARRIED**
- 9.2 **RFD: Policy Review**
- a) **ADM.09 Authority to Publish Photo & Biography**
  - b) **ADM.10 Council Meeting Agenda Items**
  - c) **ADM.11 Question Period Protocol Policy**
  - d) **ADM.12 Protection of Sensitive Corporate Data Policy**
  - e) **ANC.01 Animal Control Standard Operating Procedures**
  - f) **EM-01 Central Peace Regional Emergency Management 2009**
  - g) **Fire Department Policies 2009**
- 2019-4-16-98 **MOVED** by Councillor Kotyk that Council adopt policies ADM.10 Council Meeting Agenda Items, and ADM.12 Protection of Sensitive Corporate Data Policy as presented.
- AND THAT** Council rescind policies ADM.09 Authority to Publish Photo & Biography; ADM.11 Question Period Protocol Policy; ANC.01 Animal Control Standard Operating Procedures; EM-01 Central Peace Regional Emergency Management 2009; and Fire Department Policies FIR.01 Fire Apparatus Safety & Maintenance Program; FIR.02 Fire Protection Honorarium, Wages & Benefits; FIR.04 Annual Budget Policy; FIR.05 Use of Fire Fighting Equipment; FIR.06 Fire Department Level of Service Policy; FIR.07 Fire Services Policy Manual. **CARRIED**
- 9.3 **RFD: Master Rates Amendment Bylaw 202-19 – Adding Penalties for Tampering with the Village’s Water and Sewer Utility Systems.**
- 2019-4-16-99 **MOVED** by Deputy Mayor Verquin that Council give first reading to Master Rates Amendment Bylaw 202-19 – Adding Penalties for Tampering with the Village’s Water and Sewer Utility Systems. **CARRIED**
- 2019-4-16-100 **MOVED** by Councillor Chelick that Council give second reading to Master Rates Amendment Bylaw 202-19 – Adding Penalties for Tampering with the Village’s Water and Sewer Utility Systems. **CARRIED**

2019-4-16-101 **MOVED** by Councillor Kotyk that Council move to third reading of Bylaw 202-19.  
**CARRIED UNANIMOUSLY**

2019-4-16-102 **MOVED** by Councillor Kotyk that Council give third reading to Master Rates Amendment Bylaw 202-19 – Adding Penalties for Tampering with the Village's Water and Sewer Utility Systems.  
**CARRIED**

**9.4 RFD: Quality Management Plan for Fire Discipline**

2019-4-16-103 **MOVED** by Councillor Chelick that Council approval the Quality Management Plan for Fire Discipline as presented.  
**CARRIED**

**10. CORRESPONDENCE ITEMS**

**10.1 FCSS Mtg Minutes March 5, Coordinator Rpt April 2, Operating Reserve Report**

**10.2 APWA Re: National Public Works Week May 19-25, 2019**

**10.3 Central Peace IDP MDP LUB Record of Meeting March 26 2019**

**10.4 Rycroft Library Board 2019 Budget**

**10.5 Central Peace Health and Wellness Coalition Meeting Minutes March 19, 2019**

2019-4-16-104 **MOVED** by Councillor Chelick that Council accept items 10.1 to 10.5 for information.  
**CARRIED**

Mayor Potrebenko recessed the meeting for a break at 7:59 p.m.

Mayor Potrebenko called the meeting back to order at 8:05 p.m.

**11. IN CAMERA**

2019-4-16-105 **MOVED** by Councillor Kotyk that Council move to an in camera meeting to review a personnel issue at 8:05 p.m.  
**CARRIED**

2019-4-16-106 **MOVED** by Mayor Potrebenko that Council come out of the in camera meeting at 8:18 p.m.  
**CARRIED**

2019-4-16-107 **MOVED** by Deputy Mayor Verquin that Council appoint Mayor Potrebenko as the representative to the Central Peace FCSS Committee, with Councillor Dreger as the alternate.

**IN FAVOUR:** Mayor Potrebenko, Deputy Mayor Verquin, Councillor Chelick, Councillor Kotyk

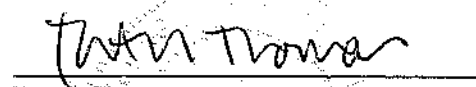
**OPPOSED:** Councillor Dreger

**CARRIED**

**12. ADJOURNMENT**

Mayor Potrebenko adjourned the meeting at 8:18 p.m.

  
Diahann Potrebenko  
Mayor

  
Peter Thomas  
Chief Administrative Officer