



**MEETING MINUTES
VILLAGE OF RYCROFT
REGULAR COUNCIL MEETING
APRIL 3, 2019**

VILLAGE OF RYCROFT COUNCIL CHAMBERS

PRESENT:

Diahann Potrebenko	Mayor
James Verquin	Deputy Mayor
Joanne Chelick	Councillor
Roxann Dreger	Councillor
Dwayne Kotyk	Councillor
Peter Thomas	Chief Administrative Officer

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

2019-4-3-75 **MOVED** by Councillor Dreger that Council approve the Village of Rycroft regular Council meeting agenda dated April 3, 2019 with the following amendments:

ADD: **6.1a** Public Works Report February 2019
6.1b Public Works Report March 2019
7.1 Councillor Chelick Written Report
9.1e Unbudgeted Expenditure Policy amendment
10.6 CPECC Board Meeting Minutes March 12
11.1 Personnel Issue

CARRIED

3. ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Minutes from the March 19, 2019 Regular Council Meeting

2019-4-3-76 **MOVED** by Councillor Dreger that Council approve the March 19, 2019 regular Council meeting minutes as presented. **CARRIED**

4. PUBLIC HEARINGS

5. DELEGATIONS

5.1 Dan Dibbelt, Dibbelt Northern Development Services Re: Economic Development Strategy

- **Strengths Weaknesses Opportunities Threats (SWOT)**
- **G5 Population Statistics 2011 and 2016**
- **Property Tax Rates Profile**
- **Highway 2 and Hwy 49 Traffic Study Count 2018**

Dan Dibbelt made a presentation to Council on the economic development report he will be leading, and reviewed the topics and strategy of the plan. The final document is to be presented to Council by June 2019.

Deputy Mayor Verquin left the meeting at 7:04 p.m.

2019-4-3-77 **MOVED** by Mayor Potrebenko that Council accept the presentation on the Village Economic Development and Marketing Strategy as presented. **CARRIED**

Dan Dibbelt left the meeting at 7:12 p.m.

6. **CAO REPORT**

- 6.1 **CAO Report, Action Item List, Calendar, Council Strategic Priorities Chart**
- **Capital Budget Planning Meeting Notes March 25, 2019**
 - **Public Works Report for the months of February and March 2019**

2019-4-3-78 **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 Dreger

April 2 Rycroft Library Board meeting

Councillor Chelick

February 20-21 Growing the North conference in GP

March 5 FCSS meeting

March 8 RMRP LLP Legal Seminar in GP

March 13 Attraction and Retention Committee meeting

March 22 Grande Spirit Foundation, and Friends of the Foundation meeting

March 26 IDP Committee meeting

2019-4-3-79 **MOVED** by Councillor Kotyk that Council direct Administration to bring back a report on the specific locations of the service roads and the maintenance performed by the Village at the Highway Development District corner lots by St. Michael's Inn and the TAGS/Centex gas stations.
CARRIED

Mayor Potrebenko

March 20 Friends of the Hall meeting

2019-4-3-80 **MOVED** by Councillor Dreger that Council approve the Council member reports as presented.
CARRIED

8. **PREVIOUS BUSINESS**

8.1 **RFD: Water and Wastewater Bylaw 201-19**

2019-4-3-81 **MOVED** by Councillor Dreger that Council give third reading to Water and Wastewater Bylaw 201-19.
CARRIED

2019-4-3-82 **MOVED** by Councillor Dreger that Council direct Administration to amend the Master Rates Bylaw to include penalties for tampering with the Village water and sewer systems.
CARRIED

9. **NEW BUSINESS**

9.1 **RFD: Policy Review**

- a) **ADM.01 – Signing Authorities**
- b) **ADM.02 – Policy Criteria and Bylaws**
- c) **ADM.03 – Confidentiality**
- d) **ADM.06 – Unsightly Premises**
- e) **FIN.03 – Unbudgeted Expenditures**
- f) **FIN.04 – Purchasing**
- g) **FIN.06 – Tendering**
- h) **FIN.07 – Community Grants**

Council reviewed the policies and agreed to the following amendments:

FIN.03 Unbudgeted Expenditures - change point 4 to read

"If the proposed unbudgeted expenditure is for an Emergency as determined by the Chief Elected Official and the Chief Administrative Officer, the CEO and CAO or Designate may approve the expenditure, and Council shall be notified of all such expenditures."

FIN.07 Community Grants - change point 5 to read
"Applications are to be submitted by October 15 of each year. Funds for approved projects will be dispersed after June 30 of the following year, or at Council's discretion."

2019-4-3-83 **MOVED** by Councillor Kotyk that Council adopt policies ADM.01 Signing Authorities; ADM.02 Policy Criteria and Bylaws; ADM.03 Confidentiality; ADM.06 Unsightly Premises; FIN.04 Purchasing; and FIN.06 Tendering as presented.

AND THAT Council adopt policies FIN.03 Unbudgeted Expenditures, and FIN.07 Community Grants as amended. **CARRIED**

9.2 Real Time Fire Safety Ltd Business Plan for Cannabis Growing Facility in Rycroft

2019-4-3-84 **MOVED** by Mayor Potrebenko that Council direct Administration to create a reply letter to Real Time Fire Safety Ltd regarding their request to locate a cannabis growing facility in the village, identifying that there would be some Federally regulated compliance issues with the chosen property location, and that Council will be considering the topic of cannabis production and retail locations in the amendment of the Land Use Bylaw due in June 2019. **CARRIED**

9.3 Invitation to Join the Coalition of Canadian Municipalities for Energy Action

2019-4-3-85 **MOVED** by Councillor Dreger that Council accept the invitation to join the coalition of Canadian municipalities for energy action for information. **CARRIED**

9.4 Grande Prairie Regional College President & CEO Recruitment Stakeholder Engagement Invitation

2019-4-3-86 **MOVED** by Councillor Chelick that Mayor Potrebenko and Councillor Dreger be enabled to participate in the Grande Prairie Regional College President & CEO Recruitment Stakeholder Engagement process. **CARRIED**

10. CORRESPONDENCE ITEMS

- 10.1 Friends of the Community Hall AGM Minutes March 20, 2019**
- 10.2 Friends of the Community Hall Meeting Minutes March 20, 2019**
- 10.3 Peace Library System Board Meeting Highlights March 16, 2019**
- 10.4 Alberta Environment Re: Water Act License Inspection Report**
- 10.5 Central Peace Medical Clinic 2018 Financial Statements**
- 10.6 CPECC Board Meeting Minutes March 12**

2019-4-3-87 **MOVED** by Councillor Chelick that Council accept items 10.1 to 10.6 for information. **CARRIED**

Mayor Potrebenko recessed the meeting for a break at 8:10 p.m.
 Mayor Potrebenko called the meeting back to order at 8:20 p.m.

11. IN CAMERA

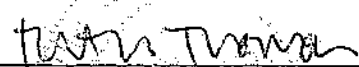
2019-4-3-88 **MOVED** by Councillor Kotyk that Council move to an in camera meeting to review a personnel issue at 8:20 p.m. **CARRIED**

2019-4-3-89 **MOVED** by Mayor Potrebenko that Council come out of the in camera meeting at 8:37 p.m. **CARRIED**

12. ADJOURNMENT

Mayor Potrebenko adjourned the meeting at 8:37 p.m.


 Diahann Potrebenko
 Mayor


 Peter Thomas
 Chief Administrative Officer