



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

**JUNE 18, 2019**

**VILLAGE OF RYCROFT COUNCIL CHAMBERS**

**PRESENT:**

<b>Diahann Potrebenko</b>	<b>Mayor</b>
<b>James Verquin</b>	<b>Deputy Mayor</b>
<b>Joanne Chelick</b>	<b>Councillor</b>
<b>Roxann Dreger</b>	<b>Councillor</b>
<b>Peter Thomas</b>	<b>Chief Administrative Officer</b>
<b>Lisa Shaykowski</b>	<b>Finance Clerk</b>

**ABSENT:** **Dwayne Kotyk** **Councillor**

**1. CALL TO ORDER**

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

Doug Sinclair from Ritchie Bros. Auctions joined the meeting at 6:30 p.m.

**2. ADOPTION OF AGENDA**

**2019-6-18-166** **MOVED** by Councillor Dreger that Council approve the Village of Rycroft regular Council meeting agenda dated June 18, 2019 with the following amendments:

**ADD: 11.2 Personnel: CAO Evaluation** **CARRIED**

**3. ADOPTION OF PREVIOUS MEETING MINUTES**

**3.1 Minutes from the June 5, 2019 Regular Council Meeting**

**2019-6-18-167** **MOVED** by Deputy Mayor Verquin that Council approve the June 5, 2019 regular Council meeting minutes as presented. **CARRIED**

**4. PUBLIC HEARINGS**

**5. DELEGATIONS**

**5.1 Doug Sinclair, Territory Manager Ritchie Bros. Auctioneers RE: Industrial Lots**

Doug Sinclair, Territory Manager Ritchie Bros. Auctioneers made a presentation to Council reviewing the option of selling the Village Industrial lots through a reserved auction.

Doug Sinclair left the meeting at 6:52 p.m.

**2019-6-18-168** **MOVED** by Mayor Potrebenko that Council direct administration to enter into an agreement with Ritchie Bros. Auctions to sell lots 5 and 8 (Plan 8922532, 15-78-6-W6) located in the Crossroads Industrial Subdivision at a reserved auction with a listing price of fair market value plus costs. **CARRIED**

**6. CAO REPORT**

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

**2019-6-18-169** **MOVED** by Councillor Chelick that Council cancel the regular Council meetings scheduled for July 3 and August 7. **CARRIED**

2019-6-18-170 **MOVED** by Deputy Mayor Verquin that Council accept the CAO Report, Action Item List, Calendar, and Council Strategic Priorities Chart as presented.

**CARRIED**

7. **COUNCILLOR REPORTS**

7.1 **Councillor Chelick Written Report**

June 12 CP Retention and Attraction Committee Meeting

**Councillor Dreger**

June 18 CP Health and Wellness Coalition Meeting

**Mayor Potrebenko**

June 11 G5 Seniors' Housing Committee Meeting

June 17 G5 Economic Development Committee Meeting

2019-6-18-171 **MOVED** by Deputy Mayor Verquin that Council approve the Council member reports as presented.

**CARRIED**

8. **PREVIOUS BUSINESS**

8.1 **RFD: Mailing Utility Billing Costs**

2019-6-18-172 **MOVED** by Deputy Mayor Verquin that Council direct Administration to continue the practice of encouraging users to receive their monthly utility billing by email.

**CARRIED**

8.2 **RFD: John Deere Backhoe Repairs**

2019-6-18-173 **MOVED** by Deputy Mayor Verquin that Council receive the information on the John Deere Backhoe repairs for information.

**CARRIED**

9. **NEW BUSINESS**

9.1 **RFD: Baseball Diamonds Maintenance Grant request**

2019-6-18-174 **MOVED** by Deputy Mayor Verquin that Council approve a \$1,000 operating grant to the Rycroft Baseball Association for maintaining the 3 ball diamonds in Rycroft used by minor ball, slo-pitch, the senior league baseball team, and the general public.

**CARRIED**

9.2 **Rycroft Ag. Society RE: Request for Support for Race the 8 Chuckwagon Races**

2019-6-18-175 **MOVED** by Deputy Mayor Verquin that Council provide a grant of \$3,200 to support the Race the 8 Chuckwagon Races held at the Rycroft Ag. Grounds, with advertising costs, and the purchase of a bicycle for the calf chase event.

**CARRIED**

9.3 **Letter From Property Owner RE: Cannabis Production Facility in the Industrial Park**

2019-6-18-176 **MOVED** by Mayor Potrebenko that Council direct Administration to create a reply letter regarding the request to locate a cannabis production facility in the M1 Industrial district, identifying that Council will be considering the topic of cannabis production and retail locations in the amendment of the Land Use Bylaw, and the M1 district is an area that Council would consider allowing that land use, subject to a public hearing and Council final approval of the updated bylaw, that is due in the fall of this year.

**CARRIED**

9.4 **Draft G5 General Meeting Agenda June 25 at the Rycroft Hall**

2019-6-18-177 **MOVED** by Councillor Chelick that Council accept the draft G5 General Meeting Agenda June 25 at the Rycroft Hall as presented.

**CARRIED**

Mayor Potrebenko, and Councillors Chelick and Dreger indicated they plan to attend the meeting.

### 9.5 G5 Seniors Housing Committee Meeting Minutes June 11, 2019

Mayor Potrebenko indicated that Saddle Hills County will support the Village of Rycroft with their financial contribution to the Seniors Housing project in the Town of Spirit River, and motions need to be made by the G5 partners to move the project forward.

- 2019-6-18-178** **MOVED** by Councillor Chelick that Council approve the following cost-sharing formula for the land acquisition/preparation (Plan 0929318, Block 1, Lot 2 and 3, and Part NW Section 22 Township 78 Range 6 W6M, civic address 4303-52 Street, located in the Town of Spirit River) for the seniors' supportive living facility as follows:
- MD of Spirit River - \$350,000
  - Birch Hills County - \$100,000
  - Saddle Hills County - \$150,000
  - Village of Rycroft - \$100,000
  - Town of Spirit River - \$100,000;
- AND THAT** the land title is transferred into the names of the five municipalities.  
**CARRIED**
- 2019-6-18-179** **MOVED** by Councillor Chelick that Council approve the transfer of the lands (Plan 0929318 Block 1 Lot 2 and Lot 3, and Part NW Section 22 Township 78 Range 6 W6M, civic address 4303-52 Street, located in the Town of Spirit River) to the Grande Spirit Foundation for \$1.00 prior to commencement of construction for the seniors' supportive living facility as approved and announced by the Alberta provincial government on March 7, 2019.  
**CARRIED**
- 2019-6-18-180** **MOVED** by Councillor Chelick that appoint the MD of Spirit River as the managing partner municipality for the land (Plan 0929318 Block 1 Lot 2 and Lot 3, and Part NW Section 22 Township 78 Range 6 W6M, civic address 4303-52 Street, located in the Town of Spirit River) and the preparation work, Environmental Assessments, and handing land title transfers related to the seniors' supportive living facility.  
**CARRIED**

### 9.6. RFD: Policy Review

- a) ADM.13 Community Hall Rental
- b) ADM.04 Burning
- c) FIN.01 Tangible Capital Asset
- d) FIN.02 Tax Installment Payment Plan
- e) GEN.01 Municipal Owned Properties
- f) EM.01 Central Peace Regional Emergency Management (2009)
- g) HR.02 Job Descriptions
- h) HR.03 Employee Conduct

- 2019-6-18-181** **MOVED** by Councillor Chelick that Council approve the updated policies ADM.13 Community Hall Rental; ADM.04 Burning; FIN.01 Tangible Capital Asset; and FIN.02 Tax Installment Payment Plan as presented;  
**AND THAT** Council delete policies GEN.01 Municipal Owned Properties; EM.01 Central Peace Regional Emergency Management (2009); HR.02 Job Descriptions; and HR.03 Employee Conduct  
**CARRIED**

## 10. CORRESPONDENCE ITEMS

### 10.1 CN Celebrates 100 Years

- 2019-6-18-182** **MOVED** by Councillor Chelick that Council accept information item 10.1 CN Celebrates 100 Years for information.  
**CARRIED**

## 11. IN CAMERA

- 2019-6-18-183** **MOVED** by Councillor Chelick that Council move to an in camera meeting to review a legal and personnel issue (CAO Performance Appraisal) at 8:16 p.m.  
**CARRIED**


2019-6-18-184

**MOVED** by Mayor Potrebenko that Council come out of the in camera meeting at 8:26 p.m. **CARRIED**

12. **ADJOURNMENT**

Mayor Potrebenko adjourned the meeting at 8:26 p.m.

  
Diahann Potrebenko  
Mayor

  
Peter Thomas  
Chief Administrative Officer

