



**MEETING MINUTES
VILLAGE OF RYCROFT
REGULAR COUNCIL MEETING
AUGUST 20, 2019
VILLAGE OF RYCROFT COUNCIL CHAMBERS**

PRESENT:	Diahann Potrebenko	Mayor (via telephone)
	Joanne Chelick	Councillor
	Roxann Dreger	Councillor
	Dwayne Kotyk	Councillor
	Peter Thomas	Chief Administrative Officer
	Lisa Shaykowski	Finance Clerk
ABSENT:	James Verquin	Deputy Mayor

1. CALL TO ORDER

As neither the Mayor nor the Deputy Mayor were present in the room, CAO Thomas called the meeting to order at 6:30 p.m.

2019-8-20-206 **MOVED** by Councillor Kotyk that Councillor Dreger perform the Chairperson duties for the meeting. **CARRIED**

Councillor Dreger accepted the responsibility of the Chairperson for the meeting.

2. ADOPTION OF AGENDA

2019-8-20-207 **MOVED** by Councillor Kotyk that Council approve the Village of Rycroft regular Council meeting agenda dated August 20, 2019 with the following amendments:

ADD: **7.1** Mayor Potrebenko Written Report August 6, 2019
 9.13 Mayor Potrebenko Suggested Changes to HR.02 and HR.03
 11.2 Closed Meeting: Land 2 **CARRIED**

3. ADOPTION OF PREVIOUS MEETING MINUTES

3.1 Minutes from the July 16, 2019 Regular Council Meeting

2019-8-20-208 **MOVED** by Mayor Potrebenko that Council approve the July 16, 2019 regular Council meeting minutes as presented. **CARRIED**

4. PUBLIC HEARINGS

5. DELEGATIONS

6. CAO REPORT

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

2019-8-20-209 **MOVED** by Councillor Dreger that Council accept the CAO Report, Action Item List, Calendar, Council Strategic Priorities Chart, and Public Works report as presented. **CARRIED**

6.2 Memorandum: Water Truck Fill Capital Project Update

Councillor Kotyk declared a conflict of interest and left the meeting at 6:45 p.m.

2019-8-20-210 **MOVED** by Councillor Dreger that Council direct Administration to proceed with the 2019 capital project for the Water truck fill site improvement and accounting upgrade as presented. **CARRIED**

Councillor Kotyk returned to the meeting at 6:48 p.m.

6.3 Memorandum: Road Pavement Patching

2019-8-20-211 **MOVED** by Councillor Kotyk that Council approve the award of the contract for patch paving the Village roads to Blondin's Paving Ltd. in the amount of \$35,397.
CARRIED

7. COUNCILLOR REPORTS

7.1 Councillor Chelick Written Report for July 2019

July 26 PREDA meeting

2019-8-20-212 **MOVED** by Councillor Kotyk that Councillor Chelick be enabled to attend a community conversation about the topic of Broadband in Fairview on August 29.
CARRIED

7.2 Mayor Potrebenko Written Report for July 2019

August 6 FCSS Meeting

Councillor Dreger

August 13 CP Health and Wellness Coalition Meeting

2019-8-20-213 **MOVED** by Councillor Chelick that Council approve the Council member reports as presented.
CARRIED

8. PREVIOUS BUSINESS

8.1 RFD: Economic Development Final Report and Appendices

2019-8-20-214 **MOVED** by Councillor Dreger that Council focus on three primary development opportunity priorities as follows: 1 Highway frontage, high-value commercial products & services; 2 Value-added agricultural developments and high-value agriculture services; and 3 Downtown re-visioning incorporating local entrepreneurs.
CARRIED

2019-8-20-215 **MOVED** by Councillor Chelick that Council consider all tax mil rates at budget time and do what they can to ensure they are competitive and in line with regional municipalities in the interest of attracting and retaining local investors and entrepreneurs.
CARRIED

2019-8-20-216 **MOVED** by Councillor Chelick that Council consider development incentives for non-residential properties to attract investment and development. **CARRIED**

2019-8-20-217 **MOVED** by Councillor Chelick that Council invite GP Networks to a Council meeting to present a model to bring in high speed internet to the Village.
CARRIED

2019-8-20-218 **MOVED** by Councillor Chelick that Council direct Administration to incorporate an economic development tab on the new updated Village webpage to include economic development attraction information such commodity production, traffic counts, available properties, etc.
CARRIED

2019-8-20-219 **MOVED** by Councillor Chelick that Council direct Administration to purchase a year subscription from Townfolio to provide statistical data on the Village designed for investment attraction in the amount of \$800.
CARRIED

2019-8-20-220 **MOVED** by Councillor Chelick that Council consider the implementation of an entrepreneur grant to work with Peace River Community Futures on developing a business case for their unique business, in the budget planning process.
CARRIED

2019-8-20-221 **MOVED** by Mayor Potrebenko that Council consider a Village beautification strategy in the budget planning process.
CARRIED

2019-8-20-222 **MOVED** by Councillor Chelick that Council refer the development of a vision and mission statement for the Village to Council's strategic planning session in October.
CARRIED

2019-8-20-223 **MOVED** by Mayor Potrebenko that Council refer the action of researching grants (<https://cap.alberta.ca/CAP/>) to develop a business case for a value-added agricultural commodity development to the G5 Economic Development Advisory Committee Technical Advisor. **CARRIED**

2019-8-20-224 **MOVED** by Councillor Dreger that Council refer the creation of a professionally printed and packaged business/residential information package to the budget planning process. **CARRIED**

2019-8-20-225 **MOVED** by Councillor Dreger that Council accept the Economic Development Assessment final report as presented, and direct administration to forward it to the G5 Economic Development Advisory Committee. **CARRIED**

9. NEW BUSINESS

9.1 Traffic Control Signage in the Village – Council Discussion

2019-8-20-226 **MOVED** by Councillor Kotyk that Council direct administration to remove the 2 stop signs on 48 avenue at the three way intersection with 50 street;

AND THAT Council direct administration to remove the stop signs in the Village so that the north and south aligned roads are all straight through, with stop signs only at the end of each streets; with the exception of the corner of 50 street and 47 avenue, which shall remain a 4 way stop. **CARRIED**

9.2 RFD: Bylaw 208-19 Central Peace Regional Emergency Management Bylaw

2019-8-20-227 **MOVED** by Councillor Dreger that Council give first reading to the Regional Emergency Management Bylaw 208-19, a bylaw to establish a regional municipal emergency management committee and agency. **CARRIED**

2019-8-20-228 **MOVED** by Councillor Chelick that Council give second reading to the Regional Emergency Management Bylaw 208-19, a bylaw to establish a regional municipal emergency management committee and agency. **CARRIED**

2019-8-20-229 **MOVED** by Councillor Dreger that Council move to third reading of Bylaw 208-19. **CARRIED UNANIMOUSLY**

2019-8-20-230 **MOVED** by Councillor Kotyk that Council give third reading to the Regional Emergency Management Bylaw 208-19, a bylaw to establish a regional municipal emergency management committee and agency. **CARRIED**

9.3 MD of Spirit River RE: Parent Link Venue Invoice

2019-8-20-231 **MOVED** by Councillor Chelick that Council accept the MD of Spirit River letter regarding the Parent Link venue invoice for information. **CARRIED**

9.4 Friends of the Grande Spirit Foundation RE: Harvest Dinner Fundraiser October 5, 2019

2019-8-20-232 **MOVED** by Councillor Chelick that Council purchase a table of 8 tickets for the Grande Spirit Foundation Harvest dinner fundraiser on October 5, 2019 in Grande Prairie for \$550. **CARRIED**

MOVED by Councillor Kotyk that Council donate a silent auction item up to a \$100 value for Grande Spirit Foundation Harvest dinner fundraiser on October 5, 2019 in Grande Prairie. **CARRIED**

9.5 Central Peace Horse Association Request for Sponsorship August 24, 2019 Bull Riding Event

2019-8-20-233 **MOVED** by Councillor Dreger that Council purchase a chute shaker sponsorship in the amount of \$1,000, plus \$150 for a banner in support of the Central Peace Horse Association Bull Riding event at the Rycroft Ag Society grounds on August 24. **CARRIED**

9.6 Alberta Environment and Parks RE: Community Resilience Grant Denial

2019-8-20-234 **MOVED** by Councillor Chelick that Council direct administration to reapply for the Community Resilience Grant with an update by the September 30, 2019 deadline.
CARRIED

9.7 RFD: Development Authority Bylaw 209-19

2019-8-20-235 **MOVED** by Councillor Chelick that Council give first reading to the Development Authority Bylaw 209-19, a bylaw to establish a Development Authority in the Village.
CARRIED

2019-8-20-236 **MOVED** by Councillor Dreger that Council give second reading to the Development Authority Bylaw 209-19, a bylaw to establish a Development Authority in the Village.
CARRIED

2019-8-20-237 **MOVED** by Councillor Chelick that Council move to third reading of Bylaw 209-19.
CARRIED UNANIMOUSLY

2019-8-20-238 **MOVED** by Mayor Potrebenko that Council give third reading to the Development Authority Bylaw 209-19, a bylaw to establish a Development Authority in the Village.
CARRIED

9.8 Minister of Municipal Affairs Meeting Opportunity at AUMA Convention

2019-8-20-239 **MOVED** by Councillor Chelick that Council direct Administration to arrange a meeting with the Minister of Municipal Affairs at the AUMA meeting in Edmonton in September to provide an update on the Rycroft Viability Review.
CARRIED

9.9 Northern Alberta Elected Leaders Meeting Agenda August 23, 2019 in Saddle Hills County

2019-8-20-240 **MOVED** by Councillor Chelick that Council accept the Northern Alberta Elected Leaders meeting agenda on August 23, 2019 in Saddle Hills County as presented.
CARRIED

Mayor Potrebenko indicated that she will be attending the meeting.

9.10 RFD: Clairmont Landfill Dumping Cards

2019-8-20-241 **MOVED** by Councillor Dreger that Council direct Administration set up a poll to determine how many residents are using the landfill dumping card service, and that Council postpone the discussion of the Clairmont Landfill dump cards to the next Council meeting agenda.
CARRIED

9.11 Ledcor Letter RE: Request to Access Lands for Remediation

2019-8-20-242 **MOVED** by Councillor Chelick that as requested in the letter dated August 9, that the Village of Rycroft consents to Ledcor Highways Ltd and its subcontractor to access the described property (Plan 8323201, Block 1, Lot 9MR) to perform the remediation scope of work in August/September 2019, provided they do repairs and return the land to the same condition as it was prior to their remediation work.
CARRIED

9.12 Town of Peace River Re: GST Audit and Briefing Document

2019-8-20-243 **MOVED** by Councillor Chelick that Council direct Administration to send a letter of support to the Town of Peace River regarding their GST audit ruling appeal, with copies to AUMA, FCM, the MLA and MP.
CARRIED

9.13 RFD: Policy Review

- a) **PW.01 Road Maintenance**
- b) **PW.02 Hydrant Flushing**
- c) **PW.03 Playground Inspection**
- d) **PW.06 Road Sand and Salt**
- e) **PW.07 Pre & Post Trip Inspection**

- f) **HR.02 Health and Safety**
- g) **HR.03 Working Alone**
- h) **UT.01 Utility Account Billing**
- i) **UT.02 Garbage Collection Carts**
- j) **Policy Index**

2019-8-20-244 **MOVED** by Councillor Chelick that Council approve policies PW.01 Road Maintenance; PW.02 Hydrant Flushing; PW.03 Playground Inspection; PW.06 Road Sand and Salt; PW.07 Pre & Post Trip Inspection; UT.01 Utility Account Billing; UT.02 Garbage Collection Carts as presented; AND THAT Council approve policies HR.02 Health and Safety, and HR.03 Working Alone as amended.
CARRIED

10. CORRESPONDENCE ITEMS

- 10.1 Rycroft Library Board Revised Statement of Earnings and Expenditures 2018**
- 10.2. CN Rail RE: CN in Your Community Annual Publication**
- 10.3. Doyle and Company RE: Annual Audited Financial Statements Letter**
- 10.4. Draft Water North Coalition Meeting Minutes July 25, 2019**
- 10.5. FCSS Meeting Minutes June 4, 2019 and Coordinators Report August 6, 2019**
- 10.6. Central Peace Health and Wellness Coalition Meeting Minutes June 18, 2019**
- 10.7. Rycroft Arena 2018 Financial Statements**
- 10.8. AUMA Resolutions Book**

2019-8-20-245 **MOVED** by Councillor Chelick that Council accept items 10.1 to 10.8 for information.
CARRIED

Councillor Dreger recessed the meeting for a break at 8:56 p.m.
Councillor Dreger called the meeting back to order at 9:02 p.m.

2019-8-20-246 **MOVED** by Councillor Chelick that the Council meeting extend past 9:00 p.m.
CARRIED

11. IN CAMERA

2019-8-20-247 **MOVED** by Councillor Dreger that Council move to a closed meeting to review land issues at 9:02 p.m.
CARRIED

2019-8-20-248 **MOVED** by Mayor Potrebenko that Council come out of the closed meeting at 9:38 p.m.
CARRIED

2019-8-20-249 **MOVED** by Councillor Chelick that Council direct administration to proceed with the land sale offers as discussed.
CARRIED

12. ADJOURNMENT

Councillor Dreger adjourned the meeting at 9:38 p.m.

Roxann Dreger
Chairperson

Peter Thomas
Chief Administrative Officer