

Minutes of a
POLICY REVIEW COMMITTEE
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building, Council Chambers
Valleyview, Alberta, on May 11, 2022

1:
CALL TO ORDER

Chair Tom Burton called the meeting to order at 10:45 a.m.

PRESENT

Chair	Councillor Tom Burton
Member	Councillor Jennifer Scott
Member	Councillor Sally Rosson
Alternate Member	Councillor Dave Berry
Alternate Member	Deputy Reeve Bill Smith (virtual)
Alternate Member	Councillor Ryan Ratzlaff (virtual)
Alternate Member	Councillor Christine Schlieff
Alternate Member	Councillor Dale Smith
Alternate Member	Councillor Duane Didow

CAO	Stacey Wabick
Director of Infrastructure & Planning	Roger Autio
Director of Corporate Services	Ed Kaemingh
Director of Community Services	Michelle Honeyman
Manager of Agricultural Services	Sheila Kaus
Manager of Human Resources	Erin Klimp
Legislative Services Officer/Recording Secretary	Sarah Sebo
FOIP/Records Management Officer	Karen Chowace
Legislative Assistant	Drew Melvin

ABSENT

Alternate Member	Reeve Tyler Olsen
Alternate Member	Councillor Winston Delorme

#2
POLICY REVIEW
COMMITTEE
AGENDA

MOTION: 22.05.115 Moved by: COUNCILLOR DUANE DIDOW.
That the Policy Review Committee adopt the Agenda of the Policy Review
Committee meeting as presented.

CARRIED

#3
POLICY REVIEW
COMMITTEE
MINUTES

MOTION: 22.05.116 Moved by: COUNCILLOR SALLY ROSSON.
That the Policy Review Committee adopt the minutes of the Policy Review
Committee meeting held on April 13, 2022, as amended.

- First three motions require CARRIED
- Dale Smith present

CARRIED

#4
BUSINESS

4.1 "Records Management"

Records Management

MOTION: 22.05.117 Moved by COUNCILLOR DALE SMITH:
That the Policy Review Committee recommend Council approve Policy 1029
"Records Management" as amended.

MOTION: 22.05.118 Moved by COUNCILLOR DAVE BERRY:
That the Policy Review Committee defer Policy 1029 "Record Management" to
the next Policy Review Committee.

CARRIED

Access to Information

4.2 "Access to Information"

MOTION: 22.05.119 Moved by COUNCILLOR JENNIFER SCOTT:
That the Policy Review Committee accept Policy 1042 "Access to Information"
as amended.

- Have FOIP listed in all instances where the record can be deferred to the FOIP coordinator
- Include Fire Department incident reports in Protective Services and Enforcement Services Reports

CARRIED

4.3 "Annual Ratepayers Barbecues"

Annual Ratepayers
Barbecues

MOTION: 22.05.120 Moved by: COUNCILLOR SALLY ROSSON.
That the Policy Review Committee recommend Council approve Policy 1039
"Annual Ratepayers Barbecues"" as amended.

- Include - Greenview partners will be invited to the BBQ to have a booth/presence at the discretion of administration.

CARRIED

MOTION: 22.05.121 Moved by: COUNCILLOR CHRISTINE SCHLIEF.
That the Policy Review Committee recommend Council repeal Policy CO-01
“Annual Ratepayers Barbecues”.

DEFEATED

4.4 “Payroll”

Payroll

MOTION: 22.05.122 Moved by: COUNCILLOR DUANE DIDOW.
That the Policy Review Committee recommend Council approve the
transfer of Policy 2018 “Payroll” from a Council policy to an administrative
policy as amended.

- Include definition for employee
- 3.6 All staff will be provided access to retrieve electronic advice slips

CARRIED

4.5 “Beaver Harvest Program”

Beaver Harvest Program

MOTION: 22.05.123 Moved by: COUNCILLOR DAVE BERRY
That the Policy Review Committee recommended Council approve Policy 6321
“Beaver Harvest Program” as amended.

- Purpose – related to problem beaver activity
- 1.1 “incentive program”
- 1.4 Problem Beaver means a beaver harvested in an area where operational and structural issues impacting municipal, private infrastructure and/or agricultural lands are being caused by beaver(s)
- 3.2 remove “prioritizing”
- 2.3 remove \$30.00 and have as per schedule of fees and require electronic payment
- Add a provision for potentially requiring random sight checks
- 2.1 a, b, c - at no cost to the landowner

CARRIED

4.6 "Town of Grande Cache Policy Repeal"

Town of Grande Cache
Policy Repeal

MOTION: 22.05.124 Moved by: COUNCILLOR DALE SMITH.

That the Policy Review Committee recommend Council repeal the following obsolete Town of Grande Cache policies:

- Business Incentives 305/15
- Citizen Engagement 438/12
- Code of Conduct for Members of Council and Council Committees 307/14
- Conflict of Interest 265/09
- Council Responsibilities 449/16
- Delegates Appearing Before Council 459/17
- Departure gift 265/09
- Donation and Sponsorship 204/14
- Honorarium and Compensation 554/17
- Joint Funding of Capital Projects with the Municipal District of Greenview No. 16 073/17
- Open Public Forum at Regular Council Meetings 340/14
- Orientation 265/09
- Property Tax Cancellation, Reduction and Refund 304/15
- Public Participation 250/18
- Risk Management 262/10
- Strategic and Long-Term Planning 439/12
- Street Naming and Renaming 353/15

CARRIED

#5
ADJOURNMENT

MOTION: 22.05.125 Moved by: COUNCILLOR SALLY ROSSON.

That this meeting adjourns at 12:31 p.m.

CARRIED


RECORDING SECRETARY


CHAIR