

Minutes of a
POLICY REVIEW COMMITTEE
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building, Council Chambers
Valleyview, Alberta, on December 14, 2022

1:
CALL TO ORDER

Chair Tom Burton called the meeting to order at 10:57 a.m.

PRESENT

Chair	Councillor Tom Burton
Vice-Chair	Councillor Sally Rosson (Virtual)
Member	Councillor Jennifer Scott
Member	Councillor Dave Berry
Member	Reeve Tyler Olsen
Member	Councillor Christine Schlieff
Member	Councillor Winston Delorme
Member	Councillor Duane Didow
Member	Councillor Ryan Ratzlaff
Member	Councillor Dale Smith
Member	Deputy Reeve Bill Smith
CAO	Stacey Wabick
Director of Infrastructure & Planning	Roger Autio
Director of Corporate Services	Ed Kaemingh
Director of Community Services	Michelle Honeyman
Director of Planning and Development	Martino Verhaeghe
Legislative Services Officer	Sarah Sebo
Legislative Assistant/Recording Clerk	Drew Melvin
Acting Manager of Planning and Development	Nicole Friesen
Procurement Officer	Ashlee Holmes

ABSENT

Member Councillor Winston Delorme

#2
POLICY REVIEW
COMMITTEE
AGENDA

MOTION: 22.12.158. Moved by: Councillor Dale Smith.
That the Policy Review Committee adopt the Agenda of the Policy Review Committee meeting as presented.

For: Chair Tom Burton, Vice-Chair Sally Rosson, Councillor Jennifer Scott, Councillor Dave Berry, Reeve Tyler Olsen, Councillor Christine Schlieff, Councillor Duane Didow, Councillor Ryan Ratzlaff, Councillor Dale Smith, Deputy Reeve Bill Smith
Absent: Councillor Winston Delorme

CARRIED

#3
POLICY REVIEW
COMMITTEE
MINUTES

MOTION: 22.12.159. Moved by: Councillor Dale Smith.
That the Policy Review Committee adopt the minutes of the Policy Review Committee meeting held on October 12, 2022 as amended.

- Removed double 'o' in Councillor in Motion 22.10.142

For: Chair Tom Burton, Vice-Chair Sally Rosson, Councillor Jennifer Scott,
Councillor Dave Berry, Reeve Tyler Olsen, Councillor Christine Schlieff,
Councillor Ryan Ratzlaff, Councillor Dale Smith, Deputy Reeve Bill Smith
Absent: Councillor Winston Delorme

CARRIED

#4
BUSINESS

4.1 “Policy and Bylaw Development”

POLICY AND BYLAW
DEVELOPMENT

MOTION: 22.12.160. Moved by: Councillor Jennifer Scott
That the Policy Review Committee recommend Council approve Policy 1001
“Policy and Bylaw Development” as amended.

- 5.4. Removed
- 3.2. Extra ‘9’
- 2.1. ‘Strategic Plans’ to singular

For: Chair Tom Burton, Vice-Chair Sally Rosson, Councillor Jennifer Scott,
Councillor Dave Berry, Reeve Tyler Olsen, Councillor Christine Schlieff,
Councillor Duane Didow, Councillor Ryan Ratzlaff, Councillor Dale Smith,
Deputy Reeve Bill Smith
Absent: Councillor Winston Delorme

CARRIED

PROCUREMENT,
PURCHASING, AND
EXPENDITURE OFFICER

4.2 “Procurement, Purchasing, and Expenditure Officer”

MOTION: 22.12.161. Moved by: Councillor Ryan Ratzlaff
That the Policy Review Committee recommend Council approve Policy 9001
“Procurement, Purchasing, and Expenditure Officer” as amended.

- Second bullet of Purpose paragraph: ‘must’ to ‘shall’
- 1.8. Add Sturgeon Lake Cree Nation
- Fix Numbering

For: Chair Tom Burton, Vice-Chair Sally Rosson, Councillor Jennifer Scott,
Councillor Dave Berry, Reeve Tyler Olsen, Councillor Christine Schlieff,
Councillor Duane Didow, Councillor Ryan Ratzlaff, Councillor Dale Smith,
Deputy Reeve Bill Smith
Absent: Councillor Winston Delorme

CARRIED

CONTRACT MANAGEMENT

4.3 “Contract Management”

MOTION: 22.12.162. Moved by: Councillor Dave Berry
That the Policy Review Committee recommend Council approve Policy 9000
“Contract Management” as amended.

- Section 5 formatting, grammatical and syntax errors
- 5.3 Contract Designate
- 3.1. (G)
- Change references from Policy 1018 to 9001