

Minutes of a
POLICY REVIEW COMMITTEE
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building, Council Chambers
Valleyview, Alberta, on March 15, 2023

1:
CALL TO ORDER

Chair Tom Burton called the meeting to order at 9:35 a.m.

PRESENT

Chair	Councillor Tom Burton
Vice-chair	Councillor Sally Rosson
Member	Councillor Jennifer Scott
Member	Councillor Dave Berry
Member	Reeve Tyler Olsen
Member	Councillor Christine Schlieff
Member	Councillor Ryan Ratzlaff
Member	Councillor Dale Smith
Member	Deputy Reeve Bill Smith (Virtual)
Member	Councillor Winston Delorme
Member	Councillor Duane Didow
Chief Administrative Officer	Stacey Wabick
Director of Corporate Services	Ed Kaemingh
Director of Infrastructure & Planning	Roger Autio
Director of Community Services	Michelle Honeyman
Director of Planning and Development	Martino Verhaeghe
Legislative Assistant/Recording Clerk	Drew Melvin
Manager of Agriculture Services	Sheila Kaus
Acting Fire Chief / Deputy Fire Chief	Bill Parsons
Manager of Human Resources	Erin Klimp
Community Services Coordinator	Lisa Lenentine

ABSENT

Legislative Services Officer Sarah Sebo

#2
POLICY REVIEW
COMMITTEE
AGENDA

MOTION: 23.03.198. 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 Ryan Ratzlaff, Councillor Dale Smith, Deputy Reeve Bill Smith,
Councillor Winston Delorme, Councillor Duane Didow

CARRIED

#3
POLICY REVIEW
COMMITTEE
MINUTES

MOTION: 23.03.199. Moved by: COUNCILLOR SALLY ROSSON.
That the Policy Review Committee adopt the minutes of the Policy Review Committee Meeting held on February 15, 2023 as presented.

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, Councillor Winston Delorme, Councillor Duane Didow

CARRIED

#4
BUSINESS

4.1 "Moving/Relocation Allowance"

MOVING/RELOCATION
ALLOWANCE

MOTION: 23.03.200. Moved by: COUNCILLOR CHRISTINE SCHLIEF
That the Policy Review Committee recommend Council approve the transfer of Policy HR 03 "Moving/Relocation Allowance" from a Council Policy to an Administrative Policy, as presented.

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, Councillor Winston Delorme, Councillor Duane Didow

CARRIED

RECRUITMENT

4.3 "Recruitment"

MOTION: 23.03.201. Moved by: COUNCILLOR RYAN RATZLAFF
That the Policy Review Committee recommend Council approve Policy 2018 "Hiring of CAO" as presented.

- Legal references, second/third "Cod" to "code"
- 4.2: Add a child of a Councillor member

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, Councillor Winston Delorme, Councillor Duane Didow

CARRIED

RECRUITMENT

MOTION: 23.03.202. Moved by: COUNCILLOR DAVE BERRY
That the Policy Review Committee recommend Council approve the transfer of Policy 2007 "Recruitment" from a Council policy to an Administrative Policy as 02-01 "Recruitment" as amended.

- 3.2.: Section reference should say 3.1.
- Legal Reference: 'Cod' to 'Code'
- 5.1 C: clarify and/or internal/external hiring. "All recruitment will be advertised internally, followed by an external recruitment process if no internal candidate is found"

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, Councillor Winston Delorme, Councillor Duane Didow

CARRIED

**APPOINTMENT TO BOARDS
AND COMMITTEES**

4.4 "Appointment to Boards and Committees"

MOTION: 23.03.203. Moved by: COUNCILLOR SALLY ROSSON.

That the Policy Review Committee recommend Council approve Policy 1040 "Appointment to Boards and Committees" as presented.

DEFERRED

MOTION: 23.03. Moved by: DEPUTY REEVE BILL SMITH

That the Policy review Committee defer Policy 1040 "Appointment to Boards and Committees" to a future PRC meeting.

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, Councillor Winston Delorme, Councillor Duane Didow

CARRIED

COMMEMORATIVE NAMING

4.5 "Commemorative Naming"

MOTION: 23.03.204. Moved by: REEVE TYLER OLSEN

That the Policy Review Committee recommend Council approve Policy 1043 "Commemorative Naming" as amended.

- Definition for "Vicinity" (Radius, subdivision)
- Remove 2.2, 6.2, 6.3, 6.1: "roads" change for "parks, trails, benches, and green spaces"
- Roads come back to Council for final decision-making

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

Against: Deputy Reeve Bill Smith, Councillor Dave Berry

CARRIED

4.6 "Letters of Support"

LETTERS OF SUPPORT

MOTION: 23.03.205. Moved by: COUNCILLOR DUANE DIDOW

That the Policy Review Committee recommend Council approve Policy 8003 "Letters of Support" as presented.

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, Councillor Winston Delorme, Councillor Duane Didow

CARRIED

GRANDE CACHE EAGLES
NEST HALL

4.7 "Grande Cache Eagles Nest Hall"

MOTION: 23.03.206. Moved: COUNCILLOR SALLY ROSSON
That the Policy Review Committee recommend Council repeal Policy CO 16
"Grande Cache Eagles Nest Hall Rental" as presented.

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, Councillor Winston
Delorme, Councillor Duane Didow

CARRIED

CREDIT CARD INFORMATION

4.8 "Credit Card Information"

MOTION: 23.03.207. Moved by: REEVE TYLER OLSEN
That Policy Review Committee accept the presentation on Policy 1013 "Credit
Card" for information, as presented.

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, Councillor Winston
Delorme, Councillor Duane Didow

CARRIED

#5
ADJOURNMENT

5. Adjournment

MOTION: 23.03.208. Moved by: COUNCILLOR DALE SMITH
That this meeting adjourn at 11:09 a.m.

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,
Councillor Winston Delorme, Councillor Duane Didow

CARRIED



RECORDING CLERK



CHAIR