

Minutes of a
POLICY REVIEW COMMITTEE
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building, Council Chambers
Valleyview, Alberta, on September 13, 2023

1:
CALL TO ORDER

Chair Tom Burton called the meeting to order at 10:30 a.m.

PRESENT

Chair	Councillor Tom Burton
Vice-chair	Councillor Sally Rosson
Member	Councillor Jennifer Scott
Member	Councillor Christine Schlieff
Member	Councillor Ryan Ratzlaff
Member	Councillor Dale Smith
Member	Councillor Winston Delorme
Member	Councillor Dave Berry
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
Acting Director of Planning and Development	Stacey Sevilla
Legislative Services Officer	Sarah Sebo
Legislative Assistant/Recording Clerk	Drew Melvin
Regional Fire Chief	Wayne Brown
Human Resources Officer	Tisha Huggard
Communications Coordinator	Nicole Brooks

ABSENT

Member	Reeve Tyler Olsen
Member	Councillor Bill Smith
Director of Planning and Development	Martino Verhaeghe

#2
POLICY REVIEW
COMMITTEE
AGENDA

MOTION: 23.09.234. Moved by: COUNCILLOR CHRISTINE SCHLIEFF
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 Christine Schlieff, Councillor Ryan Ratzlaff, Councillor Dale Smith,
Councillor Winston Delorme, Councillor Dave Berry, Councillor Duane Didow

CARRIED

#3
POLICY REVIEW
COMMITTEE
MINUTES

MOTION: 23.09.235. Moved by: COUNCILLOR DALE SMITH.
That the Policy Review Committee adopt the minutes of the Policy Review Committee Meeting held on July 12, 2023 as amended.

- Councillor Bill Smith presence
- P.5 Councillor Ratzlaff made motion as amended

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

CARRIED

#4
BUSINESS

EMERGENCY NOTIFICATION
POLICY

4.1 "Emergency Notification Policy"

MOTION: 23.09.236. Moved by: COUNCILLOR RYAN RATZLAFF
That the Policy Review Committee recommend Council approve Policy 3024 "Emergency Notification Policy" as amended.

- Change Twitter and Facebook to social media
- 3.4 "cellular phone"
- 6.2 "Administration will ensure all reasonable efforts are made to notify residents of an emergency"
- Purpose: remove "such as fire, flood, or other potentially catastrophic event"
- Numbering of sections

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

CARRIED

EMPLOYEE YEARS OF
SERVICE

4.2 "Employee Years of Service"

MOTION: 23.09.237. Moved by: COUNCILLOR DAVE BERRY
That the Policy Review Committee recommend Council approve Policy 2008 "Employee Years of Service" as amended.

- Reinstate recognition for employees who have resigned
- 2.4: change "annual winter" to "Greenview event"
- 2.5: from "below" to "in 2.7"

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

CARRIED

**BOARD MEMBERS' YEARS
OF SERVICE AWARDS**

4.3 "Board Members' Years of Service Awards"

MOTION: 23.09.238. Moved by: COUNCILLOR SALLY ROSSON

That the Policy Review Committee recommend Council approve Policy 2019 "Board Members' Years of Service Awards" as amended.

- 1.1: Add "Council bylaw"
- Add: Awards will be presented at a Greenview event

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

CARRIED

**STAFF ALLOWANCES AND
REIMBURSEMENTS**

4.4 "Staff Allowances and Reimbursements"

MOTION: 23.09.239. Moved by: COUNCILLOR DALE SMITH

That the Policy Review Committee recommend Council approve Policy 2020 "Staff Allowances and Reimbursements" as amended.

- 3.2(B): "Grader" to "equipment"
- 3.2(B): "as approved by the manager"
- 1.1: Change "Contract employee" to "Temporary employee"
- 3.1(D) identify budget source as "employee's department"

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

CARRIED

ADVERTISING

4.5 "Advertising"

MOTION: 23.09.240. Moved by: COUNCILLOR JENNIFER SCOTT

That the Policy Review Committee accept Policy 7002 "Advertising" for information.

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

CARRIED

SOCIAL MEDIA

4.6 "Social Media"

MOTION: 23.09.241. Moved by: COUNCILLOR DAVE BERRY

That the Policy Review Committee recommend Council approve Policy 7006 "Social Media" as amended.

- Remove from Schedule C: World Wetland Day; World Smile Day; World Leisure Day; World Kindness Day; National Walking Day; International Polar Bear Day; Groundhog Day; Great Backyard Bird Count; Earth Day.

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

Against: Councillor Dave Berry

CARRIED

#5
ADJOURNMENT

5. Adjournment

MOTION: 23.09.242. Moved by: COUNCILLOR WINSTON DELORME
That this meeting adjourns at 12:32 p.m.

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

CARRIED



RECORDING CLERK



CHAIR