



**MUNICIPAL POLICY REVIEW COMMITTEE  
AGENDA  
COUNCIL CHAMBER  
Thursday, January 31, 2019**

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**1. ORDER – 1:30 p.m.**

**2. ADOPTION OF AGENDA**

**3. ADOPTION OF PREVIOUS MINUTES**

- November 29, 2018 Municipal Policy Review Committee Meeting ✓

**4. POLICY REVIEW**

**a) 1:30 p.m. – Agricultural Services**

- |   |   |                                       |
|---|---|---------------------------------------|
| i) PC-01 Beaver Control and Beaver Dam Removal on County Right-of-Ways and Private Property | ✓ | Garett Broadbent<br>& Aaron Van Beers |
| ii) SW-02 Small Acreage Drainage Projects   | ✓ |                                       |
| iii) VM-01 Vegetation Management in Road Right-of-Way and Controlled Lands                  | ✓ |                                       |
| iv) VM-02 Mowing in Road Right-of-Way and Controlled Lands                                  | ✓ |                                       |
| v) VM-03 Fenceline Spraying   | ✓ |                                       |
| vi) VM-04 Toadflax Spraying   | ✓ |                                       |
| vii) VM-05 Hawkweed Spraying  | ✓ |                                       |

**b) 2:30 p.m. - Public Works & Engineering**

- |  |   |             |
|--|---|-------------|
| i) OP-02 Road Use Agreement                                  | ✓ | Des Mryglod |
| ii) OP-06 Road Ban Exemption Permits for Agricultural Policy | ✓ |             |
| iii) PG-03 Snow Clearing County Roads                        | ✓ |             |
| iv) PG-04 Snow Clearing – Private Driveways                  | ✓ |             |

**c) 3:00 p.m. – Corporate Services**

- |                          |   |                                   |
|--------------------------|---|-----------------------------------|
| i) HR-01 Human Resources | ✓ | Roseanne Hall &<br>Roxanne Girard |
|--------------------------|---|-----------------------------------|

**d) 3:15 p.m. – Government Services**

- |   |   |               |
|---|---|---------------|
| i) CC-X Council Convention, Conference, Seminar & Workshop Registration | ✓ | Duane Coleman |
|---|---|---------------|

**5. NEXT MEETING DATE – Reschedule Feb. 28<sup>th</sup> meeting to Monday, Feb. 11<sup>th</sup>, 2019, commencing at 10:00 a.m.**

**6. ADJOURNMENT**

✓ Attachment Provided

**MINUTES OF THE LEDUC COUNTY MUNICIPAL POLICY REVIEW COMMITTEE MEETING  
HELD ON THURSDAY, JANUARY 31, 2019 IN THE COUNCIL CHAMBER OF THE COUNTY  
CENTRE BUILDING, NISKU, ALBERTA.**

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**Order and Roll Call**

The meeting was called to order at 1:30 p.m., Thursday, January 31, 2019 with the following in attendance:

- Committee Member Kelly Vandenberghe
- Committee Member Kelly-Lynn Lewis
- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial & Corporate Services
- Garrett Broadbent, Director of Agricultural Services
- Aaron VanBeers, Agricultural Foreman
- Brendan deMilliano, Agricultural Foreman
- Joyce Gavan, Recording Secretary

Committee Member (Mayor) Tanni Doblanko was absent for personal reasons.

**Agenda Adoption**

**MP01-19** Committee Member Lewis – that the agenda for the January 31, 2019 Municipal Policy Review Committee meeting be adopted as circulated.

Carried

**Previous Minutes – November 29, 2018 Municipal Policy Review Committee Meeting**

**MP02-19** Committee Member Lewis – that the minutes of the November 29, 2018 Municipal Policy Review Committee meeting be confirmed as circulated.

Carried

**Policy Review – Agricultural Services Department Policies**

Messrs. Garrett Broadbent, Director of Agricultural Services; Aaron VanBeers, Agricultural Foreman; and Brendan deMilliano, Agricultural Foreman, presented the following Agricultural Services Policies for review:

1. PC-01 Beaver Control and Beaver Dam Removal on County Right-of-Ways and Private Property

**MP03-19** Committee Member Lewis – that the Municipal Policy Review Committee refers back to administration the Beaver Control and Beaver Dam Removal on County Right-of-Ways and Private Property Policy PC-01 and refers to Leduc County Council for approval.

Carried

2. SW-02 (Change to SW-01) Small Acreage Drainage Projects

**MP04-19** Chair Vandenberghe – that the Municipal Policy Review Committee refers back to administration the Small Acreage Drainage Projects Policy and refers to Leduc County Council for approval.

Carried



3. VM-01 Vegetation Management in Leduc County Road Right-of-Way and Controlled Lands

**MP05-19** Committee Member Lewis – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Vegetation Management in Leduc County Road Right-of- Way and Controlled Lands Policy VM-01 and refers to Leduc County Council for approval.

Carried

Mr. Mryglod and Ms. Gavin

Mr. Des Mryglod, Director of Public Works & Engineering; and Ms. Dawn Gavin, Administrative Assistant, Public Works & Engineering; entered the Council Chamber at 1:47 p.m.

4. VM-02 Mowing in a Leduc County Road Right-of-Way and Controlled Lands

**MP06-19** Chair Vandenberghe – that the Municipal Policy Review Committee refers back to administration the Mowing in a Leduc County Road Right-of- Way and Controlled Lands Policy VM-02 and refers to Leduc County Council for approval.

Carried

5. VM-03 Fenceline Spraying

**MP07-19** Committee Member Lewis – that the Municipal Policy Review Committee refers back to administration the Fenceline Spraying Policy VM-03 and refers to Leduc County Council for approval.

Carried

6. VM-04 Toadflax Spraying

**MP08-19** Chair Vandenberghe – that the Municipal Policy Review Committee refers back to administration the Toadflax Spraying Policy VM-04 and refers to Leduc County Council for approval.

Carried

7. VM-05 Hawkweed Spraying

**MP09-19** Committee Member Lewis – that the Municipal Policy Review Committee refers back to administration the Hawkweed Spraying Policy VM-05 and refers to Leduc County Council for approval.

Carried

Messrs. Broadbent, VanBeers and deMilliano

Messrs. Broadbent, VanBeers and deMilliano exited the Council Chamber at 2:07 p.m.

**Policy Review – Public Works & Engineering Policies**

Mr. Des Mryglod, Director; and Dawn Gavin, Administrative Assistant, Public Works & Engineering, presented the following Public Works Policies for review:

1. OP-02 Road Use Agreement

**MP10-19** Chair Vandenberghe – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Road Use Agreement Policy OP-02 and refers back to the Municipal Policy Review Committee for final review.

Carried



Mrs. Hall and Mrs. Girard

Mrs. Roseanne Hall, Director of Corporate Services; and Mrs. Roxanne Girard, Manager of HR, HSE & IT Services, entered the Council Chamber at 2:26 p.m.

2. OP-06 Road Ban Exemption Permits for Agriculture

**MP11-19** Committee Member Lewis – that the Municipal Policy Review Committee refers back to administration the Road Ban Exemption Permits for Agriculture Policy OP-06 for clarification relative to the traffic bylaw and bring back to the Municipal Policy Review Committee for final review.

Carried

3. PG-03 Snow Clearing – County Roads

**MP12-19** Chair Vandenberghe – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Snow Clearing – County Roads Policy PG-03 and refers to Leduc County Council for approval.

Carried

4. PG-04 Snow Clearing – Private Driveways

**MP13-19** Committee Member Lewis – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Snow Clearing – Private Driveways Policy PG-04 and refers to Leduc County Council for approval.

Carried

Mr. Mryglod and Ms. Gavin

Mr. Mryglod and Ms. Gavin exited the Council Chamber at 2:48 p.m.

**HR-01 Human Resources Policy**

Mrs. Roseanne Hall, Director of Corporate Services; and Mrs. Roxanne Girard, Manager of HR, HSE and IT Services; reviewed the draft Human Resources Policy HR-01 with the Committee.

**MP14-19** Chair Vandenberghe – the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Human Resources Policy HR-01 and refers to Leduc County Council for approval.

Carried

Mrs. Hall and Mrs. Girard

Mrs. Hall and Mrs. Girard exited the Council Chamber at 3:01 p.m.

**CC-04 Council Convention, Conference, Seminar & Workshop Registration Policy**

County Manager Duane Coleman reviewed the draft Council Convention, Conference, Seminar & Workshop Registration Policy CC-04 with the Committee.

**MP15-19** Committee Member Lewis – the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Council Convention, Conference, Seminar & Workshop Registration Policy CC-04 and refers to Leduc County Council for approval.

Carried



**Next Municipal Policy Meeting Date**

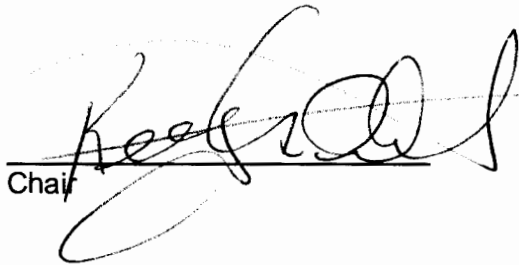
The next Municipal Policy Review Committee meeting will be held on February 11, 2019, commencing at 10:00 a.m. due to Committee Members attendance at the Farm to Market to Table Workshop on February 28, 2019.

**Adjournment**

**MP16-19** Committee Member Lewis – the Municipal Policy Review Committee meeting be adjourned.

Carried

The Municipal Policy Review Committee meeting adjourned at 3:11 p.m.

  
Chair

  
County Manager