



**MUNICIPAL POLICY REVIEW COMMITTEE  
AGENDA  
COUNCIL CHAMBER  
Thursday, January 30, 2020**

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1. **ORDER – 1:30 p.m.**
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF PREVIOUS MINUTES**  
- October 24, 2019 Municipal Policy Review Committee Meeting √
4. **POLICY REVIEW**
  - a) **1:30 p.m. Finance**
    - i) Financial Management Policy FM-01 and Signing Authority Policy FS-05 and rescind Banking Policy FS-01, Accounts Receivables and Payable Policy FS-02 and Tangible Capital Asset Policy FS-03 √ Natasha
  - b) **1:45 p.m. Agricultural Services**
    - i) AP-04 Horticultural Services √ Aaron Van Beers
    - ii) AP-05 Sustainable Agriculture √ Aaron Van Beers
    - iii) VM-03 Fenceline Spraying √ Aaron Van Beers
  - c) **2:30 p.m. Utilities**
    - i) Communal Wastewater Treatment Systems Pilot Project Management Policy UT-03 √ Des & Dean D.
  - d) **3:00 p.m. County Manager**
    - i) Membership Policy CM-02 √ Duane Coleman
  - e) **3:30 p.m. Enforcement Services**
    - i) Update – Potential Community Standards Bylaw and Animal Control Bylaw Regulations √ Clarence
5. **NEXT MEETING DATE** – Cancel February 27, 2020
6. **ADJOURNMENT**

√ Attachment Provided  


**MINUTES OF THE LEDUC COUNTY MUNICIPAL POLICY REVIEW COMMITTEE MEETING  
HELD ON THURSDAY, JANUARY 30, 2020 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 30, 2020 with the following in attendance:

- Chair Kelly Vandenberghe
- Committee Member (Mayor) Tanni Doblanko
- Committee Member Kelly-Lynn Lewis
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial & Corporate Services
- Joyce Gavan, Recording Secretary
- Natasha Wice, Director of Finance

**Agenda Adoption**

**MP01-20** Committee Member Lewis – that the agenda for the January 30, 2020 Municipal Policy Review Committee meeting be adopted as circulated.

Carried

**Previous Minutes – October 24, 2019 Municipal Policy Review Committee Meeting**

**MP02-20** Committee Member Doblanko – that the minutes of the October 24, 2019 Municipal Policy Review Committee meeting be confirmed as circulated.

Carried

**Messrs. Van Beers and deMilliano**

Aaron Van Beers, Manager of Agricultural Services, and Brendan deMilliano, Agricultural Foreman, entered the council chamber at 1:34 p.m.

**Policy Review - Financial Management Policy FM-01 and Signing Authority Policy FS-05**

Natasha Wice, Director of Finance, presented the proposed policies FM-01 Financial Management and FS-05 Signing Authority for review as well as rescinding the following policies:

- FS-01 Banking
- FS-02 Account Receivables and Payables
- FS-03 Tangible Capital Assets

**Mr. Coleman**

Duane Coleman, County Manager, entered the council chamber at 1:42 p.m.

**Messrs. Nelson, Miller and Richards**

Clarence Nelson, Director of Enforcement Services; Matthew Miller, Planner/Engineering Technologist and Colin Richards, Lead of Development Services entered the council chamber at 1:53 p.m.

**MP03-20** Committee Member Doblanko – that the Municipal Policy Review Committee:

- 1) refers back to administration for implementation of recommended changes to the following policies, as presented, and brings back to Leduc County Council for approval:
  - Financial Management Policy FM-01



- Signing Authority Policy FS-01

Carried

**MP04-20** Committee Member Lewis – that the Municipal Policy Review Committee brings back to Leduc County council for rescinding of the following policies:

- Banking Policy FS-01
- Accounts Receivables and Payable Policy FS-02
- Tangible Capital Asset Policy FS-03

Carried

Mrs. Wice

Mrs. Wice exited the council chamber at 2:00 p.m.

**Policy Review – Agricultural Services**

Aaron Van Beers, Manager of Agricultural Services, and Brendan deMilliano, Agricultural Foreman, presented the following proposed policies for recommendation to council of approval:

- Horticultural Services AP-04
- Sustainable Agriculture AP-05
- Fenceline Spraying VM-03

**MP05-20** Committee Member Doblanko – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Horticultural Services Policy AP-04, as presented, and brings back to Leduc County Council for approval.

Carried

**MP06-20** Committee Member Lewis – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Sustainable Agriculture Policy AP-05, as presented, and brings back to Leduc County Council for approval.

Carried

Mr. Downey

Dean Downey, Manager of Utilities, entered the council chamber at 2:10 p.m.

**MP07-20** Committee Member Doblanko – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes to the Fenceline Spraying Policy VM-03, as presented, and brings back to Leduc County Council for approval.

Carried

Messrs. Van Beers and deMilliano

Messrs. Van Beers and deMilliano exited the council chamber at 2:12 p.m.

**Policy Review – Communal Wastewater Treatment Systems Pilot Project Management Policy UT-03**

Dean Downey, Manager of Utilities, presented the Communal Wastewater Treatment Systems Pilot Project Management Policy UT-03 for recommendation to council of approval:

**MP08-20** Chair Vandenberghe – that the Municipal Policy Review Committee refers back to administration for implementation of recommended changes, as presented, to the Communal Wastewater Treatment Systems Pilot Project Management Policy UT-03 and brings back to Leduc County Council for approval.

Carried

Mr. Downey

Mr. Downey exited the council chamber at 2:23 p.m.

**Policy Review – Membership Policy CM-02**

Duane Coleman, County Manager, presented the proposed recommendation to council to rescind Membership Policy CM-02.

**MP09-20** Committee Member Doblanko – that the Municipal Policy Review Committee refers back to administration for referral to Leduc County Council to rescind Membership Policy CM-02.

Carried

**Community Standards Bylaw and Animal Control Bylaw Regulations**

Clarence Nelson, Director of Enforcement Services, provided an update and requests direction on how to proceed regarding the development of a municipal bylaw dealing with property concerns.

Committee Member Lewis

Committee Member Lewis exited the council chamber at 2:42 p.m. for personal reasons.

**MP10-20** Committee Member Doblanko – that the Municipal Policy Review Committee refers back to administration the development of a municipal bylaw dealing with property concerns and brings back to a future council workshop.

Carried

Messrs. Nelson, Miller and Richards

Messrs. Nelson, Miller and Richards exited the council chamber at 2:56 p.m.

**Next Municipal Policy Meeting Date**

**MP11-20** Chair Vandenberghe – that the February 27, 2020 Municipal Policy Review Committee meeting be cancelled due to the attendance of members at the Farm to Market to Table conference.

Carried

The next Municipal Policy Review Committee meeting will be held on Thursday, March 26, 2020, commencing at 1:30 p.m.

**Adjournment**

**MP12-20** Committee Member Doblanko – that the Municipal Policy Review Committee meeting be adjourned.

The Municipal Policy Review Committee meeting adjourned at 2:57 p.m.

  
Chair

  
County Manager