



# **Municipal District of Bonnyville No.87**

## **Committee of the Whole Meeting**

### **Minutes**

**February 20, 2024**

Present

Reeve Barry Kalinski  
Deputy Reeve Josh Crick, Ward 1  
Councillor Darcy Skarsen, Ward 2  
Councillor Mike Krywiak, Ward 3  
Councillor Don Slipchuk, Ward 4  
Councillor Dana Swigart, Ward 5  
Councillor Ben Fadeyiw, Ward 6

Staff Present

Al Hoggan, Chief Administrative Officer  
Bryan Bespalko, General Manager of Infrastructure Services  
Esther Quiambao, General Manager of Planning and Community Services  
Susan Walker, General Manager of Corporate Services  
Luis Gandolfi, Director of Public Safety  
Stephanie Severin, Manager of Legislative and Information Services  
Tracy Wasylow, Communications and Media Supervisor  
Jackie Beers, Customer Service Coordinator  
Kelsey Laye, Records Management Coordinator  
Charity Croker, Legislative Services Coordinator  
Wendy Wiley, Legislative Services Clerk

#### **1. Call to Order**

Deputy Reeve Crick called the meeting to order at 9:00 a.m.

All attendees were present in Council Chambers.

**2. Adoption of Agenda**

Moved by Councillor Krywiak

THAT Council approves adoption of the agenda with the following additions:

4. New Business

4.2.1.5 Bonnyville and District Chamber of Commerce - Terms of Reference

5. Closed Session

5.1 Personnel - FOIP Section 17

**CARRIED**

**3. Delegations**

3.1 10:00 a.m. – Brian Kynaston

Brian Kynaston was in attendance to provide the Committee with concerns pertaining to the chosen site location of the new Cherry Grove Fire Hall.

Moved by Reeve Kalinski

THAT the Committee accepts the presentation by Brian Kynaston as information.

**CARRIED**

**4. New Business**

4.1 Notice of Motion

4.2 Legislative Services

4.2.1 Policy Review

4.2.1.1 Policy No. 2A.024 Citizen Engagement Policy – Amendment

Moved by Councillor Fadeyiw

THAT the Committee requests Administration to further amend Policy No. 2A.024 Citizen Engagement Policy Section 1(d) and Section 1(f) as discussed, and bring it back to a future meeting for further consideration.

**CARRIED**

4.2.1.2 Policy No. 2A.026 Municipal Policy and Procedures Policy – Amendment

Moved by Councillor Fadeyiw

THAT the Committee recommends to Council adopting amending Policy No. C-2A.026 Municipal Legislation Policy (formerly known as Municipal Policy and Procedures Policy), as presented.

**CARRIED**

4.2.1.3 Reserve Fund Policies – New

Moved by Reeve Kalinski

THAT the Committee recommends to Council adopting new Policy No. C-2B.040 Cash Flow Reserve Policy, and new Policy No. C-2B.041 Equipment Replacement Reserve Policy, as presented.

**CARRIED**

4.2.1.4 Policy No. C-2B.042 Corporate Credit Card Policy – New

Moved by Councillor Swigart

THAT the Committee recommends to Council approving new Policy No. C-2B.042 Corporate Credit Card Policy, as presented.

**CARRIED**

4.2.1.5 Bonnyville and District Chamber of Commerce - Terms of Reference

4.2.2 Bylaw Review

4.2.2.1 Bylaw No. 1859 Records Management Bylaw

Moved by Councillor Swigart

THAT the Committee recommends to Council passing Bylaw No. 1859 Records Management Bylaw, as presented.

**CARRIED**

Deputy Reeve Crick recessed the meeting at 9:50 a.m.

The meeting reconvened at 10:01 a.m. with all present as prior to the recess, and proceeded to scheduled item 3.1 Delegation – Bryan Kynaston.

4.2.2.2 Bylaw No. 1860 Council Code of Conduct Bylaw

Moved by Councillor Slipchuk

THAT the Committee recommends to Council passing Bylaw No. 1860 Council Code of Conduct Bylaw, with amendments to:

- Subsection 7.6 to remove 'and the use of social media and instant messaging applications';
- Subsections 17.1 and 18.1 to indicate that 'any Member, member of Administration, or permanent resident of the Municipal District of Bonnyville No. 87' can submit a complaint;
- Section 18.1(c) to add 'and/or the Reeve, or Deputy Reeve in the event that the Reeve is the subject of, or implicated in the complaint'.

**CARRIED**

**5. Closed Session**

Moved by Councillor Fadeyiw

THAT this meeting goes into a closed session at 11:31 a.m. for the following reason:  
FOIP Section 17.

**CARRIED**

5.1 Personnel - FOIP Section 17

Moved by Councillor Fadeyiw

THAT this meeting return to open session at 1:20 p.m.

**CARRIED**

**6. Business Arising from Closed Session**

**7. Adjournment**

Moved by Councillor Krywiak

THAT this meeting adjourn.

Time of Adjournment 1:21 p.m.

**CARRIED**

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CHAIR

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MANAGER,  
LEGISLATIVE AND INFORMATION SERVICES

DRAFT