

**Town of Vermilion
Regular Council
Tuesday, February 18, 2025 at 6:00 P.M.**

Page

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. ADOPTION OF THE PREVIOUS MINUTES

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4. NEW BUSINESS

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4.2. Debenture Borrowing - Staff Recommendation

4.3. Vermilion & District Chamber of Commerce Municipal Partnership Proposal

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**TOWN OF VERMILION
MINUTES OF REGULAR MEETING OF COUNCIL
HELD ON TUESDAY, FEBRUARY 4, 2025, AT 6:00 P.M.**

PRESENT

IN PERSON:

Deputy Mayor Joshua Rayment
Councillor Robert Snow
Councillor Kirby Whitlock
Councillor Robert Pulyk
Councillor Kevin Martin
Interim Chief Administrative Officer Michael van der Torre
Manager Economic Development Mary Lee Prior
Director of Corporate Services Brian Leibel
Infrastructure and Planning Administrative Assistant Madison Barrett

VIA VIDEO CONFERENCE

Councillor Paul Conlon

REGRETS

Director of Infrastructure and Planning Services Robert Dauphinee

1. CALL TO ORDER

Deputy Mayor Joshua Rayment called the meeting to order at 6:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Robert Snow “That the Agenda be accepted as amended.” **CARRIED.**

Addition of:

4.1. ‘Schedule C and D’ under 4. OLD BUSINESS

5.6. ‘Town of Vermilion Bylaw Reviews’

5.7. ‘Town of Vermilion Policy Reviews’

5.8. ‘GIPOT Funding’ under 5. NEW BUSINESS

10.2. Pursuant to Part 1, Division 2, Section 16 of the Freedom of Information and Protection of Privacy Act

Legal Contract’ under 10. CLOSED SESSION

3. ADOPTION OF THE PREVIOUS MINUTES

3.1. Minutes of Regular Meeting of Council – January 21, 2025

Moved by Councillor Robert Pulyk “That the Minutes of the Regular Meeting of Council of January 21, 2025, be accepted as presented.” **CARRIED.**

4. OLD BUSINESS

4.1. County of Vermilion River and Town of Vermilion Fire Services Agreement Schedule “C” and Schedule “D”

A discussion was had regarding the County of Vermilion River and Town of Vermilion Fire Services Agreement and minor changes suggested to be made to Schedule “C” and Schedule “D”.

5. NEW BUSINESS**5.1. Public Commentary**

Deputy Mayor Joshua Rayment opened the Public Commentary session at 6:08 p.m.

Deputy Mayor Rayment welcomed Vermilion Historical Society members Bob Risdon and Robert Wasylik to the meeting. Mr. Risdon and Mr. Wasylik requested a partnership between the Town of Vermilion and the Vermilion Historical Society to paint a memorial crosswalk for Remembrance Day during the spring when the Town crosswalks are repainted. The Historical Society would provide stencils, paint, etc. and would just need assistance from the Town employees to paint the crosswalk.

Mr. Risdon and Mr. Wasylik also request the Town's assistance in booking a fly pass for the 2025 Remembrance Day Ceremony.

Deputy Mayor Joshua Rayment thanked Mr. Risdon and Mr. Wasylik for coming in.

Deputy Mayor Rayment closed the Public Commentary session at 6:13 p.m.

5.2. Wear Red Canada Day

Moved by Councillor Robert Pulyk "That Council for the Town of Vermilion proclaim February 13, 2025 Wear Red Canada Day in Vermilion, Alberta." **CARRIED.**

MOTION#25/02/15

5.3. Community Futures Lloydminster and Region Membership Renewal

Moved by Councillor Robert Snow "That Council for the Town of Vermilion renew their Community Futures Lloydminster and Region membership." **CARRIED.**

MOTION#25/02/16

5.4. Federation of Canadian Municipalities Membership Renewal

Moved by Councillor Kevin Martin "That Council for the Town of Vermilion renew their Federation of Canadian Municipalities membership." **POSTPONED.**

MOTION#25/02/17

Moved by Councillor Robert Pulyk "That Council for the Town of Vermilion postpone the motion to renew their Federation of Canadian Municipalities membership." **CARRIED.**

MOTION#25/02/18

5.5. Vermilion River Regional Alliance Membership Renewal

Moved by Councillor Robert Snow "That Council for the Town of Vermilion renew their Vermilion River Regional Alliance membership." **POSTPONED.**

MOTION#25/02/19

Moved by Councillor Paul Conlon "That Council for the Town of Vermilion postpone the motion to renew their Vermilion River Regional Alliance membership." **CARRIED.**

MOTION#25/02/20

5.6. Town of Vermilion Bylaw Reviews

Councillor Kevin Martin brought forward concern regarding the Town of Vermilion Bylaws needing to be reviewed and updated.

5.7. Town of Vermilion Policy Review

Councillor Kevin Martin brought forward concern regarding the Town of Vermilion Policies needing to be reviewed and updated.

5.7. GIPOT Funding

Deputy Mayor Joshua Rayment spoke to GIPOT Funding and the Town receiving late payments from the province in regard to this.

6. COMMITTEE REPORTS

6.1. Vermilion and District Chamber of Commerce

Minutes of January 6, 2025 – Accepted as Information.

6.2. Vermilion Wellness Coalition

Minutes of January 7, 2025 – Accepted as Information.

7. FINANCIAL

7.1. Accounts Payable for the period of January 17th – January 29th, 2025.

Accepted as Information.

8. COUNCIL ROUND TABLE

Council for the Town of Vermilion presented their reports.

9. CORRESPONDENCE

9.1. KidsSport – 2024 Year End Reporting

9.2. Proposed Rezoning – Pt. SE 5-51-6-W4 and Plan 2756EU, Block OT

9.3. County of Vermilion River – Minutes of January 14, 2025

9.4. County of Vermilion River – Agenda of January 28, 2025

Correspondence was accepted as information.

10. CLOSED SESSION

**10.1. Pursuant to Part 1, Division 2, Section 16 of the Freedom of Information and Protection of Privacy Act
Legal Contract**

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion go in closed session at 7:15 p.m.” **CARRIED.**

MOTION#25/02/21

Director of Corporate Services Brian Leibel left the meeting at 7:15 p.m.

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 8:16 p.m.” **CARRIED.**

MOTION#25/02/22

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion approve the sale of Plan 1621615 (all that portion of 52 Street and Plan 4979WY) to Musgrave Developments Ltd. with amendments to the Purchase Agreement as set out by Council.”

CARRIED.

MOTION #25/02/23

Manager of Economic Development Marylee Prior left the meeting at 8:30 p.m.

**10.2. Pursuant to Part 1, Division 2, Section 16 of the Freedom of Information and Protection of Privacy Act
Legal Contract**

Moved by Councillor Robert Snow “That Council for the Town of Vermilion go in closed session at 8:30p.m.” **CARRIED.**

MOTION#25/02/24

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion revert back to

the Regular Meeting of Council at 8:50 p.m.” **CARRIED.**
MOTION#25/02/25

11. ADJOURNMENT

Being the Agenda matters concluded, the meeting adjourned at approximately 8:50 p.m.

READ AND CONFIRMED ON THIS 18th DAY OF February 2025 A.D.

Interim Chief Administrative Officer

Deputy Mayor

DRAFT



STAFF RECOMMENDATION

DATE

February 18, 2025

ISSUE

Funding for Sanitary Sewer Trunk Main

BACKGROUND

Whereas the Town of Vermilion has a program to upgrade existing sewer collection infrastructure;

The proposed project aims to complete the remaining upgrade of the sanitary main from west of Hwy 41 to the new section just west of the WWTP. This will complete all work related to upgrading the trunk main.

As outlined in Section 4.1 of the 2022-2026 Strategic Plan—Explore funding and construction options for the sewer trunk main to support future development—the sanitary trunk main project is proposed as a five-year phased initiative. This replacement is crucial due to the current line's deteriorated state and maximum capacity. Upgrading the line will enhance its condition and support the development of North Brennan, which is currently constrained by the limitations of the existing sanitary main.

Administration intends to pursue other grants and may come forward with budget amendments in the future to change funding sources if other grant funding can be secured. This budget and funding source was approved in the 2025 Capital Budget and the bylaw must be in place, even if the borrowing is not utilized in the future to allow staff to move forward.

FINANCIAL IMPLICATIONS

The total increase to our long term debt will be \$2,250,000 in the upcoming years if no alternate funding source (ie: grant) can be found for the project.

We expect an interest rate close to 4.89% and semi-annual payments of approximately \$78,461 of combined interest and principal which may begin in 2025 or later dependent on cashflow considerations. Currently the projection is for debenture payments to begin in 2026, with funding from sewer utility rates.

OPTIONS FOR CONSIDERATION

1. Approve the borrowing bylaw
2. Withhold approval and delay the project



RECOMMENDATION

That council for the Town of Vermilion give second reading to borrowing Bylaw 1-2025 in the amount of \$2,250,000 to allow for debenture financing and advertise the proposed Bylaw in the Vermilion Voice as required by the Municipal Government Act. Section 251 (3.)

That council for the Town of Vermilion give third and final reading to borrowing Bylaw 1-2025 in the amount of \$2,250,000 to allow for debenture financing and advertise the proposed Bylaw in the Vermilion Voice as required by the Municipal Government Act. Section 251 (3.)

PROPOSED BY

Brian Leibel

Director of Corporate Services

Greetings Town of Vermilion Mayor and Council,

Friday December 20th, 2024

Vision

The Vermilion Chamber of Commerce seeks to inspire individuals to be involved in their community, implement innovative strategies, and become leaders in the small business industry.

Mission

Since 1906, the Vermilion Chamber of Commerce is a non-profit organization that has advocated for businesses in Vermilion and surrounding areas. It remains dedicated to improving our community by serving as the primary point of contact for members to voice their business concerns, advocating for causes that prioritize the interests of local businesses, promoting business growth through member engagement, and offering networking opportunities to strengthen our local economy.

Municipal Partnership

In previous years, the Town of Vermilion has been a valued member of the Vermilion & District Chamber of Commerce, and we truly appreciate that.

Moving forward, however, the Chamber would like to explore a more collaborative partnership, which has been called a Municipal Partnership.

We believe this partnership can be beneficial for both the Chamber and the town, as well as for the entire region. Over the past few years, the Chamber staff and board members have worked hard to revitalize the Chamber. We've improved our communication with members and the community, with more social media activity and more daily interactions with one another. We've gained new members, and some past members are starting to return.

I believe the Chamber could grow even stronger inside the Town of Vermilion with the town's support. Being involved in the Town of Vermilion, I know there are many great businesses in Vermilion. I also see how the town could benefit from a closer partnership with the Chamber, especially as a way to connect with the business community.

Proposal

\$5000/year commitment from the Town of Vermilion

- 4 complimentary tickets to each event
 - Golf Tournament - June 14th, 2025
 - Christmas Party - December 6th, 2025
- Banner displayed at events
- Town logo displayed in the Chamber office as a partner
- Town listed as a partner on the Chamber website with a direct link back to the Town website.
- Thank you on social media, website, and Vermilion Voice announcing newly created partnership
 - Other opportunities as they arise
- All other Membership Perks that Chamber Members receive

We look forward to working in partnership with you.

Sincerely,

Jyllian Fairholm
Executive Director
780-853-6593

Vermilion & District Chamber of Commerce



STAFF REPORT**DATE AND LOCATION:**

February 18, 2025

ITEM:

Sale Price of Industrial Lots

RECOMMENDATIONS:

In May of 2018, Council approved placing the lots in Yellowhead Business Park on sale from \$160,000 to \$99,000 per acre until December 31, 2018, then extended to December 31, 2019, December 31, 2020, and further extended to Dec 31, 2023.

The intention was to entice interest in the business park. There has not been an increase in interest in purchasing the lot's at \$99,000. Due to the high interest rates and the economy the Economic Development Committee recommended that Council for the Town of Vermilion on October 17, 2023 updated the sale price of industrial lots for both Yellowhead Business Park and East Point Business Park from \$99,000 to \$50,000 per acre (including offsite levies) effective immediately until December 31, 2024, with the sale prices being reviewed by Council in November of 2024.

The price of industrial lot pricing to \$50,000 per acre saw the Town sell 70% of the fully developed industrial land on hand in 13 months. To date 2 lots, remain for sale in East Point Business Park and 7 lots in Yellowhead Business Park. Although Council increased the pricing of the lots January 1, 2025, to \$99,000 the Town is still seeing potential investors come in looking to pay \$50,000 not \$99,000. Do we turn them away or do we want to sell land? At the crossroads of two major highways our industrial land will create new tax revenue, job opportunities and economic growth. It is recommended that \$50,000 per acre is the correct price in the current economic conditions and therefore are recommending that the Industrial Lots be priced to \$50,000 per acre until December 31, 2025.

ACTION REQUIRED:

MOTION: That Council for the Town of Vermilion update the sale price of industrial lots for both Yellowhead Business Park and East Point Business Park to \$50,000 from \$99,000 per acre (including offsite levies) effective immediately February 18, 2025. Sale prices will be reviewed by Council in December of 2025.

**Mary Lee Prior, Manager Economic
Development**

Department Head

Interim-CAO Mike van der Torre

Interim-CAO

AGENDA ITEM #4.4.

Community	Industrial Land Pricing		
	Undeveloped (raw land)	Fully Developed	Off-site levies
City of Lloydminster		- Hill Industrial (Historical Land) - \$170,000/acre - New land brought on will be \$275,000/acre + off-site levies	
County of Minburn	The County of Minburn currently only has one industrial lot which is located in the Hamlet of Lavoy. This lot is a non-serviced 5.31-acre strip of land fronting the railroad. Subdivision and road plan registration is required as a condition of this sale (which is pending). The lot is listed at \$21,600.		
County of St. Paul	Has no owned industrial land for sale currently.		
County of Vermilion River	The County does not have any non-residential land for sale, it is all in private hands.		Has off site road levies in subdivisions near Lloydminster.
Lac La Biche County	Did not respond.		
M.D. of Bonnyville	Has no industrial lots for sale currently		
Town of Elk Point	Has no town owned industrial land for sale currently.		
Town of St. Paul	Has no town owned industrial land for sale currently.		
Town of Vegreville		\$50,000/acre incl off-site levies	They include off-site levies within their price but do not currently recognize off-site levies.

AGENDA ITEM #4.4.

Town of Vermilion	No price currently set.	\$50,000/acre	Off-site levies are grandfathered into the existing lots. New lot's off-site levies may be in addition – a future decision.
Town of Wainwright	Has no town owned industrial land for sale currently.		
Village of Kitscoty	Has no town owned industrial land for sale currently. Just residential.		
Village of Mannville	Has no village owned industrial land for sale currently.		
Village of Marwayne	\$20,000/acre	\$40,000/acre	
As at February 2025			

COMMITTEE REPORT

COMMITTEE:

Vermilion Library Board

ITEM:

Recommendations for Library Board Appointments

BACKGROUND:

As per the recommendation of the Vermilion Library Board, the following appointments be considered:

1. re-appointment of Justin Thompson to a 3-year term on the Vermilion Library Board.
2. re-appointment of Anna Giesbrecht to a 3-year term on the Vermilion Library Board.

COMMITTEE RECOMMENDATIONS:

That Council for the Town of Vermilion re-appoint Justin Thompson and Anna Giesbrecht to the Vermilion Library Board for the terms indicated as per recommendation by the Vermilion Library Board.

Stuart Pauls, Manager

Department Head

Joshua Rayment

Committee Chairman

Dear Michael,

Thank you for reaching out and for your municipality's past engagement with the Federation of Canadian Municipalities (FCM). I appreciate the opportunity to highlight the tangible benefits FCM membership provides to smaller communities like the Town of Vermilion.

We understand that every municipal dollar must be invested wisely, and I want to assure you that FCM remains committed to advocating for all municipalities—large and small. Our strength lies in unity, and with over 2,000 members across Canada, including rural communities and small towns, we ensure that municipal priorities are represented at the federal level. Your voice is integral to that advocacy.

A Strong National Voice for Smaller Communities

One of FCM's primary roles is to ensure that federal policies, programs, and funding opportunities reflect the needs of smaller municipalities. Our advocacy has directly contributed to programs that benefit towns like Vermilion, including:

- **The Canada Community-Building Fund (CCBF):** Renewed in 2024, this provides stable, predictable infrastructure funding to municipalities of all sizes. FCM played a pivotal role in securing its renewal and past program enhancements, including the one-time fund doubling in 2019 and 2021.
- **The Canada Housing Infrastructure Fund:** Announced in 2024, this fund allocates \$500 million over five years for urgent community infrastructure, including water and wastewater projects that are critical to rural municipalities.
- **Rural Transportation and Public Transit Investments:** FCM has secured funding for rural and small-town transit solutions, ensuring equitable access to federal transportation programs.

Practical Benefits for Vermilion

Beyond advocacy, FCM membership offers practical benefits tailored to small municipalities:

- **Exclusive Access to Resources and Expertise:** Members receive tools, best practices, and expert analysis to help municipal staff make informed decisions.
- **Funding Opportunities Through FCM Programs:** The Green Municipal Fund (GMF) and other initiatives provide financial support for climate action, asset management, and sustainability projects. These programs are designed with small and rural communities in mind.
- **Discounted Access to Networking and Training:** Members benefit from reduced rates at our Annual Conference and Trade Show, where municipal leaders connect, share experiences, and learn from industry experts.

Why Membership Matters for Smaller Communities

Some may assume that FCM primarily serves larger municipalities, but in reality, our advocacy ensures that federal programs work for all communities—especially those that might otherwise struggle to access funding. The new **Municipal Growth Framework**, for example, was designed to help municipalities meet growing demands without increasing local taxes.

Small-town representation is a priority at FCM, with rural members actively engaged in shaping our advocacy efforts. By being part of FCM, Vermilion has a seat at the table, ensuring its specific needs are heard and addressed.

Moving Forward

My team would welcome the opportunity to discuss this further and provide additional information on how your municipality can maximize the benefits of FCM membership. Please let me know if you would be available in the next few weeks for a brief call.

Thank you for your time and consideration. We greatly value the contributions of small communities like Vermilion, and we look forward to continuing to support your municipality through our collective work.

Best regards,
Lynn Hall

Infrastructure and Planning Services

Directors Report

February 18, 2025

Capital	● Sanitary Trunk Main – Preparing Application for Canadian Housing Infrastructure Fund (CHIF) ● East Reservoir Pump Replacement – Ongoing ● Meter Vaults – Tender Posted with a closing date of February 20, 2025
Public Works Operations	● GIS Webmaps implementation schedule to start after April 1st. ● Preparing to set up a Computerized Maintenance Management System (CMMS) for the Wastewater Treatment Plant ● Reviewing 2025 summer work plan and preparing for seeking quotes and scheduling work ● Continuing Snow Removal Activities. ● Scheduled Airport Clean up for Friday past. ● Road/sidewalk monitoring and sanding as required. ● Ongoing winter fleet maintenance ● Jetting Sewers as needed ● Culvert maintenance
Planning	● The School Portion of the MSR Designation in South Brennan has been approved. We are waiting to confirm that land titles reflect this change. The next step is to remove the municipal reserve (MR) designation. ● Finalizing purchase agreements for industrial lot sales ● Completing the annual safety code audit of the Inspections Group

January 21, 2025 – February 17, 2025

CHIEF ADMINISTRATIVE OFFICER REPORT

- Council meeting
- Leadership meetings
- Economic Development meeting
- Alberta Parks contract meetings
- ILC meeting
- Ag society meeting
- Resident concerns
- Election discussions
- Emergency management yearly review
- ICF meeting with ABmunis
- FOIP request
- RMRF meetings
- Legal meetings
- Finance meeting
- CAO meeting in Lloydminster
- Land sales

Community Services Directors Report

PARKS & RECREATION:

- Snow removal
- Signage being addressed
- Staff meetings
- Interviews for admin assistant and programmer
- New employee starting February 24th

CEMETERIES:

- New software implementation
- Extensive hours on data input

OUTDOOR FACILITIES:

- ODR up and going
- Garbage and dog park maintenance

INDOOR FACILITIES:

Curling Rink/Arena/Stadium:

- Playoffs starting for Jr. B and minor hockey
- Figure skating carnival – February 28th
- Mid March arena shut down to be expected
- Curling has been busy with numerous events

FCSS Updates

- Kindness Counts Campaign for February – Taking photos of community members doing kind acts, will share on social media for Pink Shirt Day (Feb. 26), FCSS Advisory Committee photo ad in Vermilion Voice also
- Administration preparations continue for Canada Revenue Agency - Community Volunteer Income Tax Program (CVITP), have five community volunteers to assist with 2024 tax returns, first meeting of volunteers on Wed. Feb. 19
- Start of financial reports for 2024 programs, preparation for Town auditors and the FCSS provincial reports
- Preparation for the distribution of the Family Garden Kits, joining the Seedy Saturday event at the Library on Sat. March 29
- Administration for Reducing the Impact of Financial Strain (RIFS) taxi voucher grant, Rural Mental Health Project (Mental Health First Aid training May 8-9), and responding to community information questions
- Participating in FCSS event planning of Provincial Director's Network to be held in Lloydminster April 30 – May 2, each region takes a turn at planning this event

Vermilion Regional Centre Updates

- Weekly meetings for Rotary Club
- VIBE staff facilitate the Parent & Child Connect & Play in Indoor Playground/Kiddie Oasis Society sessions on Wednesday mornings, Tuesdays VIBE Move your Mood Mom and Babes session in the Secondary Dance Room
- Responded to inquiries about facility bookings

- Waiting for updated price quotes on sound system improvement options from Parkland Audio company who is booked to do the work this budget year
- Confirmed that on Feb. 24 a company will start the floor stripping and waxing for us
- Dance classes for Vermilion Dance Association and Vermilion Ukrainian Cultural Association continue, they both will have extra bookings for solo and duet classes, stage practice
- Wed. Feb. 12 – Richardson Pioneer Grower Meeting
- Sat. Feb. 15 – Creech’s Lakeland Funeral Home, Funeral Lunch
- Sundays in February – Two separate Church/Gospel Meetings in the hall
- Monthly meetings occur for Vermilion Dance, Vermilion Ukrainian Cultural Association, and Vermilion Art Club
- Sat. Feb. 22 - Wedding event

CPO Update

- Vehicle involved in hit and run at the 4600 Block and 50th Ave, contacted the RCMP as I was not aware of this issue when I returned to work in January. Was able to contact the vehicle owner and her insurance agency to have it towed.
- Deemed a resident’s two dogs as dangerous. These two dogs had charged and attacked a lady’s dog while she was walking it. There has also been barking dog complaints from these two dogs. Fines will be issued if another complaint is submitted. The subject of complaint has been warned that fines will occur, if this happens again.
- Received a complaint regarding someone that had pushed snow from their yard onto the boulevard located the 4600 Block and 50th Ave. Contacted homeowner’s daughter and snow was placed back onto property without any issue.
- I had a resident approach me as I was conducting a routine patrol around Young Drive, stated that I was there to spy on him. I explained that I was patrolling due to dog that has been known to run at large around the 4800 Block and 53rd Avenue. He became belligerent and started swearing.
- Issued a few parking violation tickets at Lakeland College.
- Ongoing issue with a resident, allowing their dog to run at large. Fines have been issued, and I have contacted the Alberta SPCA to investigate the living conditions and welfare of this dog.
- Issued \$240 in parking violations at Lakeland College.
- Sidewalks around some businesses and houses are becoming an issue, so I will be doing a “sidewalk blitz”, if you will.



CORPORATE SERVICES

DIRECTOR REPORT

Feb 2025

GENERAL CORPORATE SERVICES

- ERP system implementation ongoing, several modules now 'live' or operational
- Access to customer self service / eservice / online portal is in progress
- Year end work underway

UTILITY BILLING

- Utility bills with new rates will be sent out to residents next month
- Customers encouraged to use automatic monthly withdrawals
- Residents reminded to pay 3-5 business days in advance of deadline to allow funds transfer to occur
- Residents have the option to receive utility bills by email

INFORMATION TECHNOLOGY

- Facility upgrades for 2025 planned and underway
- Prioritizing equipment replacements for 2025
- Expanded WIFI at stadium facilities

PROPERTY TAX

- Assessment values to be received by Assessor early February
- Mill rates to be determined in April/May
- Tax certificates will (temporarily) only be available through staff due to online portal disruptions, lower cost rate will apply to all requests until online portal becomes available again
- **Next penalty date for taxes will be Mar 1st, 2025**

MANAGER ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT

- Industrial Lot Sales - Working on additional lot sales
- Working with Highway Commercial lot sales
- Pylon sign project
 - Installation
 - NRED Reporting
 - Digital Sign
- Website Migration – completed. Working on the Invest Vermilion Site.
- Vermilion Magazine – working on the final document for publish
- Invest Alberta – in conversation to have our data uploaded.
- The Good Life Institute – Meetings and preparation for the Race of Vermilion, March 15, 2025.
- Alberta HUB
 - Drone Project
 - Land/Buildings Project
 - Updating Alberta HUB Website
- Events Calendar updates and messaging
- Swag/Business Cards
- Elections Updates and Info
- Meetings
 - TIAA – Tourism Industry Association of Alberta Conference
 - ICSC Conference
 - Alberta HUB – Land Buildings Project Committee Meeting
 - Finance and Admin. Meeting
 - Meetings with prospectives
 - EDAC Webinar on AI
 - The Sun Integrated Wellness Ribbon Cutting
 - Lashes and Brows Lounge Ribbon Cutting
 - M & M Cleaning Services Ribbon Cutting

**Town of Vermilion
Minutes of
Economic Development Committee
Tuesday, January 14, 2025 at 12:00 P.M.
Town Hall**

PRESENT: Councilor Robert Pulyk, Councilor Robert Snow, Councilor Kevin Martin, Manager Economic Development Mary Lee Prior, Recording Secretary Paige Jaremco

DELEGATIONS: Executive Director Vermilion & District Chamber of Commerce Jyllian Fairholm.

1 DELEGATIONS

Vermilion & District Chamber of Commerce
12:15PM to 12:30PM

- 1.1 Jyllian Fairholm, Executive Director Vermilion & District Chamber of Commerce presented on what the Chamber is up to for 2025.

2 ADOPTION OF AGENDA

- 2.1 Councilor Martin moved to approve the Agenda with the new additions.
All in favor.
Additions: Councilor Snow added 5.1 Conferences
Councilor Martin added 5.2 Business Incentive Brochures

3 MINUTES

- 3.1 Minutes of December 10, 2024

The committee approved the Minutes of December 10, 2024.

4 BUSINESS ARISING FROM THE MINUTES

- 4.1 Business Retention, Expansion & Investment

M. Prior reported that two additional industrial lots were sold in December and presented the committee with a summary on the industrial lots sold. Development in all the industrial lots should begin in 2025. Industrial sale signage is currently being updated.

- 4.2 Economic Development Strategic Plan

The committee approved a 1 year Economic Development Strategic Plan that they will move forward with (Attached).

5 ADDITIONAL ITEMS

5.1 Conferences

The committee discussed conferences that may be coming up in 2025 for Economic Development.

5.2 Business Incentive Brochures

K. Martin requested that no stock photos be used in developing our Vermilion brochures.

6 REPORTS

6.1 Economic Development

7 NEXT MEETING

March 11, 2025 at 12 Noon, Council Chambers

8 ADJOURNMENT

at 12:47pm



Vermilion River Regional Alliance – Meeting Notes
Thursday, September 19, 2024
Climb Thru Time Museum, Paradise Valley

1. INTRODUCTIONS

Clint Murray, County of Vermilion River
Robert Snow, Town of Vermilion
Daryl Frank, Village of Kitscoty
Lorelee Marin, City of Lloydminster
Mary Arnold, Village of Paradise Valley
Michael Diachuk, City of Lloydminster
Todd Sumner, Lakeland College
Ralph Berkan, Town of Vermilion
Katlin Ducherer, City of Lloydminster (note-taker)

2. ADDITIONS TO AGENDA

No Additions

3. ITEMS FOR DISCUSSION

a) Tourism Grant – Video Project

Michael Diachuk provided information on the project in full.

- The RFP process for vendors
- Travel Alberta grant application to be completed by City of Lloydminster Administration
- VRRRA to contribute \$10,000
- Community Futures to contribute \$8,000
- Production to include video and still imagery creation, each community will have their own profile, with content of their choosing
- Letters of support may be necessary for future funding opportunities

Clint inquired about production, Diachuk stated each community would have their own input and the grant application includes requests for ad agency support.

Moved by Clint Murray THAT the VRRRA submit an application for this project.

*Seconded by Daryl Frank. **CARRIED***

b) Administration & Financial Support for VRRRA – 2 Year Term

- All VRRRA members are paid in full
- Administration to transfer from City of Lloydminster to County of Vermilion River.
- Thank you to Lloydminster for the support this past term.

c) Round Table

Village of Paradise Valley

- Public works building build turning over to fire department.
- Fire Department received the Fire Smart Canada Award, this award is awarded to those promoting fire safety. The award recipient receives a gift card for \$500 to Home Depot, swag and community pride.
- Museum has installed an AED.
- Fire department sent a crew to Jasper in conjunction with the county.

Town of Vermilion

- Octoberfest Next Month.
- November 15 Art in the Park.
- Lawnmower Races
- Streetfest had 230 people.
- Three new doctors in town, however; three are leaving soon.
- MLA conversations included:
 - Health Minister
 - Emergency Services
 - AHS
 - Homeless issues

County of Vermilion River

- Graveling wrapping up for the season.
- It's been a busy fire season with machinery and bales.
- Downgrading of our fire rating. Insurance rating rates should drop.
- Land Use Bylaw Project underway, public consultation this month. Lots of interest in this project.
- Admin Building Renovations underway, 80-year-old building.
- Linear assessment
 - Lost 15 million in assessment after Alberta took over.
 - Hired our own assessment group.
 - Doing 50% of their own assessment.

Village of Kitscoty

- Kitscoty hosting County, during Admin reno.
- Hired a new position in HR and financial services.
- They're still looking for an admin assistant.
- Construction season is wrapping up.
- The Firemen steak fry is soon.

City of Lloydminster

- Land Use Bylaw project concludes their first reading. The public hearing is to come.

- The Economic Summit is October 2.
- Healthcare launched a new website, Lloydminster Health Connections, good resource for locals and regional partners.
- Summer games, huge success well organized, record attendance and positive feedback.
- Community Gardens, has been very successful, lots of community members and indigenous focus, garden includes a rock garden, veggie garden, perennials and a number of art installments.
- Health Ministers' hospital review outcomes haven't been changed from review to review.
- Pioneer Lodge fire, truly an amazing response.
- During the Heavy Oil Show Lloydminster hosted both premieres during the event.
- After moving from F Division to K Division, Lloydminster seen a significant funding reduction for policing, an issue we are still dealing with.
- Bordering on Disaster Conference, currently tickets available for sale.
- Election November 13
- The Art Committee has completed several installations:
 - Faces of Lloydminster
 - Into the Mystic
 - Very active with Art's Without Borders
- CEH project is coming along, amazing to see the progress and so quickly.
 - The project is on schedule still awaiting dollars from the Alberta

Lakeland College

- Student numbers are up.
- Campus rebuild, full transformation of the Campus farm.
- Calm and quiet start to the new semester.
- Not impacted in the international numbers, not scaled back at all in international student program. Lakeland is making sure housing and careers are available to those who are coming in for the international program.
- Residence is at a maximum at both campuses.
- Lloydminster exterior and interior renovations are underway.
- Vermilion has a roof and windows project on the go.
- The steam fitter and pipe fitter program has started back up.
- Pool resurfacing to go to mid to late October.
- The next meeting will be November 21 at the fire school at Lakeland.

4. BUSINESS ARISING FROM THE MINUTES – N/A

5. CHAIR REPORT – N/A

6. FINANCE UPDATE – N/A

- 7. NEXT MEETING DATE:** Thursday, November 21, Lakeland Fire School, Vermilion
- 8. ADJOURNMENT** – Clint Murray motioned for adjournment.



**Vermilion River Regional Alliance – Meeting Notes
Thursday, November 21, 2024
Lakeland College, Vermilion Campus**

1. INTRODUCTIONS

Special Guest – Alice Wainwright-Stewart

2. ADDITIONS TO AGENDA

3.d) Update from Alice Wainwright-Stewart, Lakeland College

Moved by Rex Smith, Seconded by Robert Snow, **CARRIED**

- Lakeland is positioned well being along Highway 16 and an Economic driver for all communities. Alice is just back from Ottawa and going to Chamber of Commerce in Edmonton. Working closely with government on international students and programs. Needing to tell the story as to how international students are playing important roles in our communities, i.e. fast food, department stores, early childhood) Need to think of Lakeland College as the 'grower maker' of students
- 6.2% unemployment in our area as of August 2024 and with estimated 1,100 employees required in next few years with potential developments

3. ITEMS FOR DISCUSSION

a) Tourism Grant – Video Project Update

- Tourism grant update – It's in the works. Dion spoke with other CAO's in the group and want to work towards being an advocacy group to make our region stronger. What is direction this group wants? Tourism is part of the region's focus, but the group should be advocating for other interests such as health care retention, mental health beds, emergency services, regional improvements. Do we need to broaden what this group looks at? NAAGO is too big of a group that focuses on the larger centres. Should VRRRA pause the application and reconsider it once the NAIT plan(see below) is completed if our submission is considered?

b) NAIT – Survey

- NAIT – plan is for free – 4th year business students-Promotional Marketing class – to choose a nonprofit group– analysis of area, what to promote and will build a marketing campaign. Once the plan is completed the VRRRA can consider the plan and either implement parts, all or none of the plan at all. We will hear in January 2025 if they have chosen the VRRRA project.

Moved by Clint Murray to halt the tourism funding application and reconsider creating a proposal if/once the NAIT plan is completed. Seconded by Chris Neureuter **CARRIED**

ViaRail – not interested in coming here, need to give them a reason. Michael suggested that working with the Indigenous communities might strengthen our proposal. Cynthia Young with HOT6 will provide Michael Diachuk with the location of powwows in the region. Michael will share with this group when he gets the information around February 2025.

There's a demand for Fire Services to provide more health services and need to make AHS accountable. FOCUS model of non ambulance transfer vehicles – 165 AHS booked trips last year to hospital.

c) Round Table

Town of Vermilion – Christmas Parade November 29, November 22 was first budget meeting, working on trunk line and possible expansion, Yellowhead east sold couple more lots

Town of Mannville – Holding mental health course November 27, November 30 will be Ag Society steak supper, December 6 is Live Berry Christmas tea and December 7 is Christmas extravaganza.

Village of Marwayne – Paving completed, arena/curling project going well-new boards, glass and bleachers. December 8 is Light up Marwayne event which was partnered with the CVR. Preliminary design of 897 & 524, 6-7 buildings were vandalised, but culprits were caught.

County of Vermilion River – Budget close to finalizing, RMA recently advocated assessments now AB government owes CVR approximately \$600,000, hired contract assessor and did 50% of county, Economic Development donated \$50,000 to Lea Park rodeo

Village of Kitscoty – All construction projects completed, CAO on medical leave have Assistant CAO, biggest needs in community is after school program, Farmstead doing major expansion and getting ready for Christmas

Lakeland College – Thanks for coming on the tour of facility, beneficial for touring during active fire training, numbers of students are at its highest, added pipefitter program which is full, Lloyd programs are growing, biggest hit was the business program

Village of Paradise Valley – Working on new public works building, current building will be for fire/first responders. December 8 is Christmas party for the community

City of Lloydminster – Recent election brings on 3 new councillors, Musgrave announced 6 new businesses over next few years, working on 2025 budget looking at 4.5% increase, East of KFC will be new car wash and child care center on corner, Cenovus Energy Hub fundraising on track, completed airport study, Christmas lights going on, residential lots being sold, fleet sales are increasing, Men's shelter application was withdrawn, homelessness continues to be an issue

4. BUSINESS ARISING FROM THE MINUTES – N/A

5. CHAIR REPORT – N/A

6. FINANCE UPDATE

All members have paid 2024 fees

7. NEXT MEETING DATE: Thursday, January 16, 2025, Hannah will book a location for this meeting.

8. ADJOURNMENT – 7:47 p.m.

STATEMENT OF FUNDING AND EXPENDITURES - SUMMARY

Twelve Months Ended December 31, 2024

(unaudited)

	2024 (12 months) <i>Actuals</i>	2023 (12 months) <i>Actuals</i>	2022 (12 months) <i>Actuals</i>
Revenue			
Contributions	\$ 8,413	\$ -	\$ 8,413
Total Revenues	\$ 8,413	\$ -	\$ 8,413
Expenditures			
Contracted Services	\$ 7,907	\$ 681	\$ 705
Goods and Materials	-	-	-
Transfers to Reserves	-	-	-
Transfers to Local Boards or Agencies	-	-	-
Total Expenditures	\$ 7,907	\$ 681	\$ 705
Surplus/(Deficit)	\$ 506	\$ (681)	\$ 7,708

Deferred Revenue

As At December 31, 2024

(unaudited)

	2024 Dec 31	2023 Dec 31	2022 Dec 31
Deferred Revenue (1-000-000-22134)	\$ 20,209	\$ 19,703	\$ 20,384

STATEMENT OF FUNDING AND EXPENDITURES - DETAILS

Twelve Months Ended Dec 31, 2024

(unaudited)

	2024 (12 months) <i>Actuals</i>	2023 (12 months) <i>Actuals</i>	2022 (12 months) <i>Actuals</i>
Revenue			
Contributions			
City of Lloydminster	\$ 2,000	\$ -	\$ 2,000
Village of Marwayne	543	-	543
Village of Paradise Valley	153	-	153
Town of Vermilion	2,000	-	2,000
Village of Kitscoty	852	-	852
Lakeland College	100	-	100
County of Vermilion River	2,000	-	2,000
Village of Mannville	765	-	765
Total Revenues	\$ 8,413	\$ -	\$ 8,413
Expenditures			
Contracted Services			
Contracted Services	\$ 5,499	\$ 63	\$ -
Advertising	2,200	-	-
Professional Services	-	-	-
Employee Engagement	-	-	-
Travel	-	-	-
Meals	208	618	705
Total Expenditures	\$ 7,907	\$ 681	\$ 705
Surplus/(Deficit)	\$ 506	\$ (681)	\$ 7,708



Regular Council Meeting Agenda

February 11, 2025, 9:00 AM

Town of Kitscoty Council Chambers/ Via ZOOM Webinar

5011 50 Street

Kitscoty, Alberta, Canada

1. **CALL TO ORDER**
2. **OPENING INSPIRATION - DEPUTY REEVE LESLIE CUSACK**
3. **ADDITIONS TO AGENDA**
4. **ADOPTION OF AGENDA**

Motion Number:

THAT the County of Vermilion River approve the February 11, 2025 Regular Council Meeting Agenda as presented.

5. **ADOPTION OF MINUTES**

5.a REGULAR COUNCIL MEETING - JANUARY 28, 2025

Motion Number:

THAT the County of Vermilion River approve the January 28, 2025 Regular Council Meeting Minutes as presented.

6. **APPOINTMENTS**

6.a 11:30 AM - STARS PRESENTATION - SHANNON PAQUETTE

7. **BUSINESS ARISING OUT OF PRIOR MEETINGS**

8. **COUNCIL NEW BUSINESS**

8.a CHIEF ADMINISTRATIVE OFFICER REPORT

CAO JANUARY 2025 REPORT

Motion Number:

THAT the County of Vermilion River approve the Chief Administrative Officers written report for January as information.

REQUEST FOR SPECIAL MEETING OF COUNCIL FOR MARCH BUDGET MEETING

Motion Number:

THAT the County of Vermilion River approve the date of _____ for a Special Meeting of Council Budget meeting.

COUNCIL MEETING AND EVENTS CALENDARS AND COUNCIL ACTION TRACKER

Motion Number:

THAT the County of Vermilion River receive the Council Action Tracker, Council Meeting and Events Calendars as information.

Motion Number:

THAT the County of Vermilion approve the following members of Council members _____ and _____ to attend the 2025 Federation of Canadian Municipalities Conference in Ottawa, ON from May 29, 2025 to June 1, 2025.

8.b FINANCE

PETROFRONTIER ARREARS PAYMENT AGREEMENT – MOTION REQUIRED

Motion Number:

THAT the County of Vermilion River accept the payment offer of arrears from Petrofrontier in the amount of \$67,087.51.

Motion Number:

THAT the County of Vermilion River provide administration direction to waive the January 2025 penalty for roll number 991502103 and 991502136, in the amount of \$4,025.25, once the payment of arrears has been received in full.

Request for Information

8.c PUBLIC WORKS AND UTILITIES

CONCERN TRACKER REPORT

Motion Number:

THAT the County of Vermilion River receive the Current Concern Tracker Report from January 22, 2025, to February 4, 2025, and a report of the Active and In-Progress Concern Tracker up to January 21, 2025, for information.

Request for Information

8.d NATURAL GAS UTILITY

Request for Information

8.e AGRICULTURE AND ENVIRONMENT

Request for Information

8.f PROTECTIVE SERVICES

2024 ANNUAL REPORT – COUNTY OF VERMILION RIVER PEACE OFFICER PROGRAM

Motion Number:

THAT the County of Vermilion River accept for information the 2024 Annual Report – County of Vermilion River Peace Officer Program submitted to the Solicitor General of Alberta

PLACESPEAK - STRATEGIC PLAN TO ESTABLISH A RCMP MULTI-STAKEHOLDER FORM

Motion Number:

THAT the County of Vermilion River receive the PlaceSpeak documents as information and direct Administration to fill out the questionnaire as per Council's direction.

Request for Information

8.g PLANNING AND COMMUNITY SERVICES

Request for Information

8.h GENERAL ADMINISTRATION

AGENDA ITEM #9.1.

TAX RECOVERY AUCTION 2024 RESERVE BID – MOTION REQUIRED

Motion Number:

THAT, pursuant to Section 419 of the Municipal Government Act, the County of Vermilion River set the following reserve bids for the Tax Recovery Action to be held March 11, 2025.

Lot 13, Block 4, Plan 2338EO Reserve Bid \$12,800.00

Lot 1, Block 3, Plan 2129EO Reserve Bid \$3,000.00

Lot 2, Block 3, Plan 2129EO Reserve Bid \$2,300.00

Lot 12, Block 3, Plan 6110ET Reserve Bid \$3,200.00

Lot 13, Block 3, Plan 6110ET Reserve Bid \$3,200.00

Lot 14, Block 3, Plan 6110ET Reserve Bid \$6,500.00

Lot 5, Block 4, Plan 647EO Reserve Bid \$31,100.00

Lot 3-4, Block 13, Plan 8021410 Reserve Bid \$165,000.00

Lot 6, Block 13, Plan 8021410 Reserve Bid \$75,00.00

Lot 9, Block 14, Plan 8621214 Reserve Bid \$24,600.00

REQUEST FOR JOINT ELECTION – BUFFALO TRAILS SCHOOL DIVISION

Motion Number:

THAT the County of Vermilion River receive the request for a Joint Election from Buffalo Trails School Division as information.

JANUARY REPORT FOR THE ASSISTANT CHIEF ADMINISTRATIVE OFFICER

Motion Number:

THAT the County of Vermilion River accept the Assistant Chief Administrative Officer report as presented.

ACE WATER – INTEREST REQUEST

Motion Number:

THAT the County of Vermilion River receives the ACE Water - Interest Request as information.

CORRESPONDENCE

Letter - Municipal Affairs Alberta Community Partnership grant approval

2025 County of Vermilion River Requisition Letter VDHF

ATCO Advanced Metering Infrastructure information

Motion Number:

THAT the County of Vermilion River receive the following correspondence as information:

Letter - Municipal Affairs Alberta Community Partnership grant approval.

2025 County of Vermilion River requisition letter from the Vermilion and District Housing Foundation

ATCO Advanced Metering Infrastructure (AMI) information.

**VILLAGES OF KITSCOTY, MARWAYNE AND HAMLET OF DEWBERRY
FEBRUARY NEWSLETTERS 2025**

Motion Number:

THAT the County of Vermilion River receive the Villages of Kitscoty and Marwayne and Hamlet of Dewberry February newsletters as information.

Request for Information

9. BYLAWS

**9.a BYLAW 25-02 MUNICIPAL PROPERTY TAX INCENTIVE EXEMPTION FOR NEW
NON-RESIDENTIAL DEVELOPMENT OR EXPANSIONS**

Motion Number:

THAT the County of Vermilion River give First Reading of Bylaw 25-02 Municipal Property Tax Incentive Exemption for New Non-Residential Development or Expansions.

10. DISPOSITION OF APPOINTMENT BUSINESS

10.a STARS

Motion Number:

THAT the County of Vermilion River receive the STARS presentation as information.

11. NOTICES OF MOTION

12. COUNCIL REPORTS

13. CLOSED SESSION - CONFIDENTIAL

Motion Number:

THAT the County of Vermilion River Regular Meeting of Council move to a Closed Session at 0:00 PM with all members in attendance.

14. RETURN TO OPEN SESSION

Motion Number:

THAT the County of Vermilion River Regular Meeting of Council return to Open Session at 0:00 PM with all members in attendance.

15. BUSINESS ARISING OUT OF CLOSED SESSION

15.a COMPLIANCE REVIEW

Motion Number:

THAT the County of Vermilion River approve the action plan regarding the compliance issue on Township Road 505A.

15.b DESIGNATED INDUSTRIAL PROPERTY ASSESSMENT REVIEWS

Motion Number:

THAT the County of Vermilion River enter a three-year contract with Tanmar Consulting Inc for the Designated Industrial Property Assessment Reviews.

15.c TANMAR CONSULTING INC CONTRACT

Motion Number:

THAT the County of Vermilion River extend the current contract with Tanmar Consulting Inc. for an additional three years, which would change the expiry date June 30, 2028

16. ADJOURNMENT