

**TOWN OF VERMILION
MINUTES OF REGULAR MEETING OF COUNCIL
HELD ON TUESDAY, JUNE 24, 2025, AT 6:00 P.M.**

PRESENT

IN PERSON:

Deputy Mayor Joshua Rayment
Councillor Robert Snow
Councillor Robert Pulyk
Councillor Kirby Whitlock
Councillor Kevin Martin
Councillor Paul Conlon
Chief Administrative Officer Shannon Harrower
Manager of Economic Development Mary Lee Prior
Director of Infrastructure and Planning Services Robert Dauphinee
Director of Community Services Michael van der Torre
Infrastructure and Planning Administrative Assistant Madison Barrett

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 approved as amended." **CARRIED.**

New Business:

Pursuant to Part 1, Section 20(1) of the Access to Information Act
Personnel

3. ADOPTION OF THE PREVIOUS MINUTES

3.1. Minutes of Regular Meeting of Council – June 3, 2025

Moved by Councillor Robert Snow "That the Minutes of the Regular Meeting of Council of June 3, 2025, be approved as amended." **CARRIED.**

4. DELEGATIONS

4.1. Quarterly Report – Vermilion Detachment Q4

Sergeant Corey Buckingham and Corporal Brittany Pegg from the Vermilion Detachment gave the quarterly Community Policing Report covering the period from January 1st – March 31st, 2025. Sergeant Buckingham's report provided an insight into human resources, financial data, and crime statistics for the Vermilion Detachment.

Council thanked Sergeant Corey Buckingham for his time both working and living in the Town of Vermilion and welcomed Corporal Brittany Pegg.

5. NEW BUSINESS

5.1. National Depression Screening Day – Request for Decision

Moved by Councillor Robert Snow "That Council for the Town of Vermilion proclaim October 9, 2025 as National Depression Screening Day." **CARRIED.**
MOTION#25/06/87

5.2. Cell Phone Policy No. 25-01 – Request for Decision

Moved by Councillor Kevin Martin "That Council for the Town of Vermilion approve the Cell Phone Policy No. 25-01 as presented." **CARRIED.**
MOTION#25/06/88

5.3. Recognized Leave Policy No. 25-09 – Request for Decision

Moved by Councillor Paul Conlon “That Council for the Town of Vermilion approve the Recognized Leave Policy No. 25-09 as amended.” **CARRIED.**
MOTION#25/06/89

5.4. Signing Authority Policy No. 25-11 – Request for Decision

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion approve the Signing Authority No. 25-11 as presented.” **CARRIED.**
Motion#25/06/90

5.5. Employee Benefits Policy No. 25-08 – Request for Decision

Moved by Councillor Robert Snow “That Council for the Town of Vermilion approve the Employee Benefits Policy No. 25-08 as presented.” **CARRIED.**
MOTION#25/06/91

5.6. Vermilion Minor Baseball Association Grant Application – Request for Information

Moved by Councillor Robert Pulyk “That Council for the Town of Vermilion approve the motion made by the Parks, Recreation, Culture and Environment Board to give \$1,000 to Vermilion Minor Ball to go towards a commercial refrigerator for the concession booth at Pioneer Park.” **CARRIED.**
MOTION#25/06/92

5.7. 2025 General Municipal Election Returning Officer – Request for Decision

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion appoint Shannon Kennedy as the Returning Officer for the General Municipal Election to be held on October 20, 2025, effective July 7, 2025.” **CARRIED.**
MOTION#25/06/93

5.8. Committee of the Whole Meetings – Request for Decision

Moved by Councillor Robert Snow “That Council for the Town of Vermilion approve the Committee of the Whole Meeting schedule as presented.” **CARRIED.**
MOTION#25/06/94

6. **MANAGEMENT REPORTS**

Management for the Town of Vermilion presented their reports.

Accepted as Information.

7. **COMMITTEE REPORTS**

7.1. Library – Minutes of May 7, 2025

Accepted as Information.

8. **FINANCIAL**

8.1. Accounts Payable for the period of May 30 – June 19, 2025

Accepted as Information.

9. **COUNCIL ROUND TABLE**

9.1. Council for the Town of Vermilion presented their reports.

Accepted as Information.

10. CORRESPONDENCE

- 10.1. Police Review Commission Status Report for the period of May 13 – June 4, 2025
- 10.2. Strengthening Advocacy for the Vermilion River Regional Alliance
- 10.3. Protection of Privacy Act – Memo from the Minister of Technology and Innovation
- 10.4. Access to Information Act – Memo from the Minister of Service Alberta and Red Tape Reduction
- 10.5. Vermilion Agricultural Society – Letter of Support
- 10.6. Vermilion & District Housing Foundation – Minutes of April 24, 2025
- 10.7. Vermilion & District Chamber of Commerce – Minutes of May 5, 2025
- 10.8. Community Futures Annual Wins Report 24-25
- 10.9. Startup Lloydminster Annual Report June 2025
- 10.10. County of Vermilion River – Minutes of May 6, 2025

Accepted as Information.

11. CLOSED SESSION

- 11.1 Pursuant to Part 1, Section 20(1) of the Access to Information Act
Personnel

Moved by Councillor Robert Snow “That Council for the Town of Vermilion move into Closed Session at 7:34 p.m.” **CARRIED.**
MOTION#25/06/95

Director of Infrastructure and Planning Robert Dauphinee, Director of Community Services Michael Van Der Torre, Manager of Economic Development and Infrastructure and Planning Administrative Assistant Madison Barrett left the meeting at 7:34 p.m.

Moved by Councillor Robert Snow “That Council for the Town of Vermilion revert back to the Regular Meeting of Council at 9:06 p.m.” **CARRIED.**
MOTION#25/06/96

Moved by Councillor Kevin Martin “That Council for the Town of Vermilion send a letter in response to the request to waive the outstanding rental fees and interest as well as the request to provide a three (3) month waiver of all future rental fees to the physicians who have relocated to our area.” **CARRIED.**
MOTION#25/06/97

Moved by Councillor Paul Conlon “That Council for the Town of Vermilion direct the Economic Development Committee to bring back a proposal to a future Council meeting to make a section of the Junction 16/41 pylon sign advertising available to all businesses of Vermilion, Alberta.” **CARRIED.**
MOTION#25/06/98

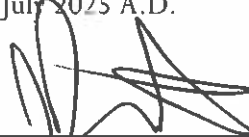
12. ADJOURNMENT

Being the Agenda matters concluded, the meeting adjourned at approximately 9:10 p.m.

READ AND CONFIRMED ON THIS 15th DAY OF July 2025 A.D.



Chief Administrative Officer



Deputy Mayor